

Record of Proceedings Minutes of Regular Meeting

**Board of Education
Regular Meeting**

**Monday
October 14, 2019**

The Field Local School District Board of Education held its Regular Meeting on Monday October 14, 2019 in the Field High School Cafeteria, 2900 State Route 43, Mogadore, OH 44260 at 7:00 P.M.

- **Pledge of Allegiance**
- **Silent Meditation**
- **Roll Call**

Steve Calcei-Yes, Julie Kline-Yes, Randy Porter-absent, Larry Stewart-Yes, Laura May-Yes
Student Representative-Sarah Snyder-Yes

Member Kline moved, seconded by Member Stewart that the Field Local Board of Education approve the minutes from the September 9, 2019 regular meeting. **19-0061**
Roll Call: Kline-Yes, Stewart-Yes, Calcei-Yes, Porter-Absent, May-Yes.
President declared the motion carried

Member Calcei moved, seconded by Member May that the Field Local Board of Education adopt the following agenda for the October 14, 2019 regular meeting. **19-0062**
Roll Call: Calcei-Yes, May-Yes, Kline-Yes, Porter-Absent, Stewart-Yes.
President declared the motion carried

Student Representative Report – This past weekend was Homecoming. The football team defeated Woodridge in the Homecoming game. The theme this year was Hollywood and Student Council did a wonderful job putting it on. It was a great turnout. /The volleyball team concluded their regular season with a winning record and they will start off the tournament season playing Southeast at Tallmadge. /The boys soccer team is PTC champions./NHS put on a blood drive this past Thursday and is hosting the Senior to Senior breakfast October 18th from 8:00am -10:00 am in the Field High School cafeteria./The PSAT will be given at Field High School October 16th. The cost of the test is \$17.

Superintendent's Report - Mr. Heflinger commented that one of the policies being approved tonight has to do with the new graduation requirements. The new graduation options include seals you can get in various areas. They consist of state issued seals and locally developed seals. The local seals are being worked on with a consortium through the Educational Service Center. If they are not done by November, they certainly will be done by December. Students will have to use those seals starting with the class of 2024. The students before that will have the option of using the old or the new method. They will be able to choose what works best for them for high school graduation./Mr. Heflinger also pointed out that under the Vendor Agreements; the district has selected OHM to provide design and engineering services for the parking lot project. We feel very good about them and look forward to a successful partnership as we kick off this project.

- **Legislative Liaison Report**
- **Recognition of visitors**

Public participation is encouraged during this portion of the Field Local business meeting. If you have questions, suggestions, or concerns, your first contact should be with the teacher or principal at the school building level. If you are not satisfied with the response you may contact the superintendent. By following this procedure, you will generally receive a prompt, informed response. The Board of Education recognizes the value of public comment on educational issues and the importance of allowing citizens to present helpful suggestions for the school district. Public participation at board meetings is governed by the following guidelines:

Public comment is permitted during the recognition of visitor's portion of the meeting and will not exceed thirty minutes total. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting. Speakers must be recognized by the presiding officer and preface their comments by stating their name, address, and group affiliation, if appropriate. Each speaker is limited to three minutes and may not speak twice on the same subject until all have spoken. Persons desiring more time should follow the procedure of the board to be placed on the regular agenda. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

(R.C.3313.20 Board Policy | Chapter 1 - Board of Education | Policy 1.16 | Adopted August 10, 2015)

Member Kline moved, seconded by Member Calcei that the Field Local Board of Education approve the consent agenda as presented. **19-0063**

Mr. Calcei questioned with all the recent movements of personnel that are taking place, if the district had any open positions that still needed to be filled? Mr. Heflinger stated that the district is still looking for a part time high school night custodian. Mr. Heflinger stated that when an opening occurs in classified positions, there is a lot of shifting that takes place. There were also some late resignations.

Mrs. May asked how the district was on bus drivers? Mr. Heflinger said that with subs, we are covered along with Tim doing some driving at times.

Roll Call: Kline-Yes, Calcei-Yes, Porter-Absent, Stewart-Yes, May-Yes.
President declared the motion carried

CONSENT AGENDA

Superintendent Items

- **Employment** – The Superintendent recommends that the Field Local Board of Education employ/approve the following pending completion of proper paperwork:

Certified Employment

1. Home Instructors for the 2019-2020 school year. Rate of pay per Negotiated Agreement.

Jennifer Smith

Cady Kommel

2. Mentor – Year 1 Resident Educators. Rate of pay per Negotiated Agreement.

Laci McIntyre	Laura Goldman	Alicia Antol	Michelle Yoho
Hope Morrison			

Mentor – Year 2 Resident Educators. Rate of pay per Negotiated Agreement.

Connie Tenney (mentoring two – Year 2 Resident Educators)			
Ashley Mauger (mentoring two – Year 2 Resident Educators)			
Susan Vitko	Cailin McKinney	Laura Goldman	Rebecca Metz

3. Reading Committee up to 2 hours for August 2019. Rate of pay per Negotiated Agreement.

Maria Beech	Carrie Adamo	Michelle Yoho	Kim Mullaly
Theresa Scotton	Julia Marks	Holly Kear	

Classified Employment

1. Daniel Hartley, 8 Hour Asst. Custodian at Suffield Elementary for the remaining 242 days of the 2019-2020 school year, effective August 26, 2019. Rate of pay per Negotiated Agreement.
2. Debra Germano, Cook/Cashier at High School, 4.5 hours per day for the remaining 151 days of the 2019-2020 school year, effective October 15, 2019. Rate of pay per Negotiated Agreement.
3. Janice Bell, Paraprofessional at Suffield Elementary for the remaining 165 days of the 2019-2020 school year, effective September 23, 2019. Rate of pay per Negotiated Agreement.
4. Michelle Hahn, Sub Call/Transportation Secretary for the remaining 166 days of the 2019-2020 school year effective October 7, 2019. Rate of pay per Negotiated Agreement.
5. Elizabeth Fulst, Paraprofessional at Suffield Elementary for the remaining 149 days of the 2019-2020 school year, effective October 16, 2019. Rate of pay per Negotiated Agreement.
6. Toni Rahe, Paraprofessional at Middle School for the remaining 132 days of the 2019-2020 school year, effective November 11, 2019. Rate of pay per Negotiated Agreement.
7. Rachel Yeich, Athletic Ticket Taker for the 2019-2020 school year.

Support Staff – non union – employment

Patricia Moore, Gifted Support, maximum of 8 days at \$180.00 per day for the 2019-2020 school year.

Classified Substitutes (2019-2020 School Year)

Pending completion of required paperwork/certification

Lori Kalan	Debra Germano (eff. 9/23/19)	Megan Walker (eff. 9/12/19)
Crystal Cain (eff. 9/19/19)	Elizabeth Crawley	Rachel Yeich

- **Resignation(s)**- The Superintendent recommends that the Field Local Board approve the following resignations:
 1. Sarah Herston, Paraprofessional at Suffield Elementary effective September 20, 2019.
 2. Sandy Adams, Paraprofessional at High School effective January 1, 2020 due to retirement.
 3. Rosalia Matos, Paraprofessional at Suffield Elementary effective September 20, 2019.
 4. Edward Lowe, Head Custodian at Middle School effective October 6, 2019.

- **Resignation(s) / Transfer(s)** - The Superintendent recommends that the Field Local Board approve the transfer(s) of the following:

1. Laura Eveleth, Paraprofessional at Middle School will transfer to Library at High School effective September 30, 2019.
2. Ember Kommel, Sub/Call Secretary at Suffield Elementary will transfer to Principal's Secretary at Suffield effective September 30, 2019.
3. Daniel Hartley, 8 Hour Asst. Custodian at Suffield will transfer to Head Custodian at Middle School effective October 15, 2019.

- **Supplemental Contract(s)** – The Superintendent recommends that the Field Local Board of Education employ the following for the 2019-2020 school year.

Certified Academic

Shayna Dibona, French Club Advisor-\$444.00
0 years experience, 1 year contract

Operations/Vendor Contracts – The Superintendent recommends that the Field Local Board of Education enter into a vendor contract with the following:

1. Children's Advantage, up to 6 hours per week of subsidized school-based consultation services for students. These hours are subsidized through the Portage County Mental Health & Recovery Board for no fee (**Exhibit S-1**).
2. Title I Memorandum of Understanding for Kent City Schools and Waterloo Local School District for FY2020 (**Exhibit S-2**).
3. OHM for Design and Engineering Services for the main campus parking lot project.

- **Field Trips** – The Superintendent recommends that the Field Local Board of Education approve Field Trip(s) to the following location(s):

Ohio FFA Camp Muskingham 5th Grade Field Trip for May 27, 2020-May 29, 2020-Brimfield & Suffield Elementary (**Exhibit S-3**).

- **Tournament Employment** – The Superintendent recommends that the Field Local Board of Education approve/employ the following personnel as Home Site Sectional/District Tournament workers for girls/boys soccer.

10/14/19

Greg Kulick	Site Manager-\$ TBD	Brad Sisak	Announcer-\$TBD
Brenda Richmond	Secretary/Faculty Mgr-\$TBD		
Valerie Beal	Ticket Seller-\$TBD		
Sara Simon	Trainer-\$TBD		

10/15/19

Greg Kulick	Site Manager-\$TBD	Sarah Simon-Trainer-\$TBD
Brenda Richmond	Secretary/Faculty Mgr-\$TBD	Dave Moore-Announcer-\$TBD
Debbie Yeich	Ticket Seller-\$TBD	Howard Leonard-Clock-\$TBD
Michelle Coury	Ticket Seller-\$TBD	

- **Board Policy** - The Superintendent recommends that the Field Local Board of Education conduct the first reading of the following policy for Board adoption:

3.05 Staff Conduct
3.09 Alcohol and Drug-free Schools
6.09 Habitual Truancy Intervention Strategies
6.15 Graduation/Diploma Requirements Local seals are being developed and we will fill guidelines in at the November 2019 Board Meeting when we have final approval of policy.
6.18 Student Discipline
6.19 Code of Student Conduct
6.30 Immunization
6.37 Suspected Child Abuse or Neglect
6.41 Transportation
6.54 Student Transportation Management (NEW)
6.55 School Bus Routes and Stops (NEW)
7.04 Promotion, Placement and Retention
7.07 Special Accommodations for Student Assessments
7.15 Academic Prevention/Intervention Services
7.16 Extracurricular Activities
9.40 School Calendar (NEW)
9.41 Concussions and School Athletics (NEW)

- **Inventory** – The Treasurer recommends that the Field Local Board of Education approve disposal of the following items:

JLG Scissor Lift Model#1932

Treasurer Items

- **Fiscal** – The Treasurer recommends that the Field Local Board of Education approve the following:
 1. Financial reports for the period ending August 31, 2019.
 2. Approve the following fund along with the associated revenue and expenditure accounts.

467 9020 Student Wellness and Success

Informational Items

1. The following degree changes will be effective beginning with the 2019-2020 school year:

Samantha Wilson	B+15	to	B+30
Rebecca Metz	M	to	M+15
Kristine Baker	B+15	to	M+30
2. Correction to the retirement date of Evelyn Loftin-end of 2019-2020 school year.
3. Correction to contract days of Melissa McAmis-remaining 174 days of school year.

Superintendent Items

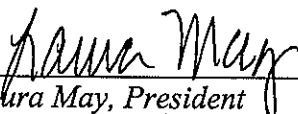
Member Calcei moved, seconded by Member May that the Field Local Board of Education approve the Field Local Teachers Association agreement effective, July 1, 2019 through June 30, 2022 (Exhibit S-4). 19-0064

Roll Call: Calcei-Yes, May-Yes, Kline-Yes, Porter-Absent, Stewart-No.
President declared the motion carried

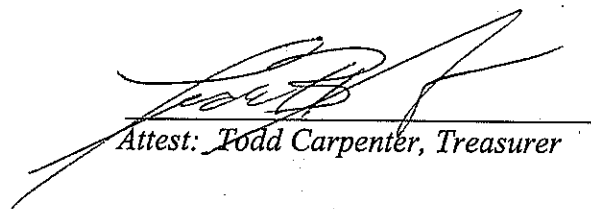
There being no further business to come before the Field Local Board of Education 19-0065
Member Kline moved, seconded by Member Stewart to adjourn the October 14, 2019 regular meeting.

Roll Call: Kline-Yes, Stewart-Yes, Calcei-Yes, Porter-Absent, May-Yes.
President declared the motion carried

The meeting was adjourned at 7:08 P.M.



Laura May, President



Attest: Todd Carpenter, Treasurer



Exhibit S-1
October 14, 2019

CHILDREN'S ADVANTAGE
Family Behavioral Health Services

**CHILDREN'S ADVANTAGE & FIELD LOCAL SCHOOLS
PARTNERSHIP AGREEMENT**

**Children's Advantage will provide the following to Field Local Schools
from September 2019-May 2020:**

1. Weekly school-based consultation services include the following:
 - a. Individual consultation with students with parent permission
 - b. Psycho-educational groups with parent permission
 - c. Classroom presentations
 - d. Classroom observations
 - e. Consultation and training with teachers

The school-based consultation services are designed by each school, to meet the needs of that school.

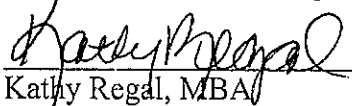
2. **Six hours** a week of subsidized school-based consultation services provided by a Children's Advantage professional. The Children's Advantage school-based consultation services are subsidized by the Portage County Mental Health & Recovery Board.
3. End-of-year reports to each principal and superintendent, which includes utilization of the Children's Advantage school-based consultation services.

Field Local Schools will provide the following:

1. A primary contact person to assist with implementation.
2. A confidential telephone and location in the school to provide the school-based consultation services.

This agreement may be amended in writing by mutual consent of the parties.

David Heflinger, Superintendent Date
Field Local Schools
1473 Saxe Road
Mogadore, Ohio 44260

 9/18/19

Kathy Regal, MBA Date
Chief Executive Officer
Children's Advantage
520 N. Chestnut Street
Ravenna, Ohio 44266

520 North Chestnut Street • Ravenna, Ohio 44266 phone: 330.296.5552 • fax: 330.296.6126



An Equal Opportunity Employer and Service Provider



Title I Memorandum of Understanding – FY2020

Title I allocations are made to public school districts based on academically eligible children residing in a particular district. Exhibit S-2
October 14, 2019
attending nonpublic schools located within another public school district. A per pupil allocation determined on a per pupil basis can be allocated from one district to another district if the districts are agreed upon by the undersigned:

For the 2019-20 school year, the **Field Local School District** agrees to allocate funds from its FY20 Title I allocation in the amount of \$9811.09 and from its FY19 Title I Carryover funds up to the amount of \$6452.70 to the **Waterloo Local School District**. As reported by **St. Joseph School on the Ohio Department of Education NPDS application**, this amount reflects the number of Economically Disadvantaged students identified and reported as Academically Eligible who reside in a Title I served Field Local School.

The **Waterloo Local School District** agrees:

- to serve academically eligible students residing in the **Field Local School District** up to the FY20 entitlement.
- to identify eligible students, who attend **St. Joseph School**, for tutoring service based on multiple, educationally related, objective criteria to determine student eligibility for Title I service.
- to maintain a separate list of the eligible **Field Local School District** students, ranked in order of need, from which the agreed upon number of students will be served, to progress monitor students participating in the Title I tutoring program and include students being served in all required district, state and/or federal Title I reports for the 2019-2020 school year.
- to invoice, up to the Title I services allocation amount, the **Field Local School District**, for Title I tutoring services provided by **Waterloo Local School District** at **St. Joseph School**.
- to submit copies of the Title I student participation/progress reports in a timely manner to the **Field Local School District**.
- The **Waterloo Local School District** agrees to include the students being served from the **Field Local School District** in all required district, state and/or federal Title I reports for the 2019-2020 school year.
- If there are no residents of the **Field Local School District** attending **St. Joseph School** who qualify for Title I services, this agreement is null and void.

_____, Treasurer

Date: _____

_____, Director

Date: _____

_____, President

Date: _____

_____, Treasurer

Date: _____

Todd Carpenter

Treasurer, Waterloo Local School District

over

Title I Memorandum of Understanding – FY2020

Title I allocations are made to public school districts based on the number of low-income and academically eligible children residing in a particular district. Since district residents may be attending nonpublic schools located within another public school district's boundaries, funds determined on a per pupil basis can be allocated from one district to another. The following terms are agreed upon by the undersigned:

For the 2019-2020 school year, the **Field Local School District** agrees to allocate funds from its FY20 Title I allocation in the amount of \$754.70 and from its FY19 Title I Carryover funds up to the amount of \$2209.65 to the **Kent City School District**. As reported by **St. Patrick School on the Ohio Department of Education NPDS application**, this amount reflects the number of Economically Disadvantaged students identified and reported as Academically Eligible who reside in a Title I served Field Local School.

The **Kent City School District** agrees:

- to serve academically eligible students residing in the **Field Local School District** up to the FY20 entitlement.
- to identify eligible students, who attend **St. Patrick School**, for tutoring service based on multiple, educationally related, objective criteria to determine student eligibility for Title I service.
- to maintain a separate list of the eligible **Field Local School District** students, ranked in order of need, from which the agreed upon number of students will be served, to progress monitor students participating in the Title I tutoring program and include students being served in all required district, state and/or federal Title I reports for the 2019-2020 school year.
- to invoice, up to the Title I services allocation amount, the **Field Local School District**, for Title I tutoring services provided by **Kent City School District** at **St. Patrick School**.
- to submit copies of the Title I student participation/progress reports in a timely manner to the **Field Local School District**.
- The **Kent City School District** agrees to include the students being served from the **Field Local School District** in all required district, state and/or federal Title I reports for the 2019-2020 school year.
- If there are no residents of the **Field Local School District** attending **St. Patrick School** who qualify for Title I services, this agreement is null and void.

_____, Treasurer

Date: _____

_____, Director

Date: _____

_____, President

Date: _____

_____, Treasurer

Date: _____

Debbie Krutz

Treasurer, Kent City School District



OHIO FFA CAMPS, INC.

Exhibit S-3
October 14, 2019

NATURE'S CLASSROOM LEASE AGREEMENT

This AGREEMENT, by and between NATURE'S CLASSROOM hereinafter called the LESSOR, and
Suffield Elementary School
1128 Waterloo Rd. Mogadore OH 44260
hereinafter called the Lessee.

Witnesseth:

The duration of this agreement shall begin at on 05/27/20 and terminate at 05/29/20 on for a total of day(s).

During this period, the LESSOR agrees to provide the LESSEE the following:

- Program staff for the execution of the Nature's Classroom program.
- Housing for students and chaperones.
- The base rate for food and service includes 6 meals. Additional meals will be provided at a cost of \$6 per meal.
- Use of recreational facilities and equipment are subject to restrictions imposed by the LESSOR.
- Medical and hospital insurance coverage to certain limits are administered by the LESSOR.
- EMT Ambulance Service is on call 24 hours a day.
- All necessary maintenance personnel.
- All materials necessary to implement classes and field groups.

The LESSEE agrees to pay, based on a minimum number of 50 persons, a fee of \$138 per person. One adult, per fifty students in attendance, will be accommodated free of charge by the LESSOR. The LESSOR reserves the right to charge a higher rate if the group minimum is not met. The rate per student in this case will increase by 3.5%. The LESSOR may waive the higher rate on a case by case basis. **The Board of Directors of the OHIO FFA CAMPS, INC. reserves the right to lease a portion of the camp facilities to more than one residential group when the number involved in the first group is less than 150 persons.** The LESSEE shall hold LESSOR, his agents, employees, successors and assigns harmless for any injury or damages sustained by any participants of LESSEE at LESSOR premises or under LESSOR'S direction for any amounts LESSOR is required to pay for such injuries or damages. The LESSEE further agrees to the following restrictions on use of the facilities:

- At least one adult supervisor per twenty-five students will remain on site.
- Adults are responsible for the supervision of students in the dormitories and during all recreation and restroom breaks.
- Adult supervision is necessary for all water craft operations.
- There will be no swimming, unless a release has been signed and a lifeguard is provided by the LESSEE.
- No supervisor will bring or store alcoholic beverages on site.
- Adults will smoke only in the designated smoking areas.
- No fires will be permitted without adult supervision and by permission of the LESSOR.

Mrs. Shawn Bookman located at Suffield Elementary School will be the LESSEE contact person, and as such shall be responsible for the conduct of the group while using the facilities at the camp. Additional fees may be incurred through improper use of facilities. Extra items to be furnished by the LESSOR must be requested below.

EXTRAS TO BE FURNISHED BY NATURE'S CLASSROOM

1 Adult per 50 Students Free	Adult Rate is \$68
\$1 Extra Per Student for UGRR	

LESSOR

Nature's Classroom Representative

9/10/19

Date

3266 Dyewood Road SW
Carrollton, Ohio 44615
(330) 627-2208 Fax (330) 627-4485

LESSEE

Organizational Director

Date



OHIO FFA CAMPS, INC.

NATURE'S CLASSROOM LEASE AGREEMENT



This AGREEMENT, by and between NATURE'S CLASSROOM hereinafter called the LESSOR, and

Brimfield Elementary School
4170 St. Rt. 43 Kent OH 44240

hereinafter called the Lessee.

Witnesseth:

The duration of this agreement shall begin at on 05/27/20 and terminate at 05/29/20 on for a total of day(s).

During this period, the LESSOR agrees to provide the LESSEE the following:

- Program staff for the execution of the Nature's Classroom program.
- Housing for students and chaperones.
- The base rate for food and service includes 6 meals. Additional meals will be provided at a cost of \$6 per meal.
- Use of recreational facilities and equipment are subject to restrictions imposed by the LESSOR.
- Medical and hospital insurance coverage to certain limits are administered by the LESSOR.
- EMT Ambulance Service is on call 24 hours a day.
- All necessary maintenance personnel.
- All materials necessary to implement classes and field groups.

The LESSEE agrees to pay, based on a minimum number of 50 persons, a fee of \$138 per person. One adult, per fifty students in attendance, will be accommodated free of charge by the LESSOR. The LESSOR reserves the right to charge a higher rate if the group minimum is not met. The rate per student in this case will increase by 3.5%. The LESSOR may waive the higher rate on a case by case basis. **The Board of Directors of the OHIO FFA CAMPS, INC. reserves the right to lease a portion of the camp facilities to more than one residential group when the number involved in the first group is less than 150 persons.** The LESSEE shall hold LESSOR, his agents, employees, successors and assigns harmless for any injury or damages sustained by any participants of LESSEE at LESSOR premises or under LESSOR'S direction for any amounts LESSOR is required to pay for such injuries or damages. The LESSEE further agrees to the following restrictions on use of the facilities:

- At least one adult supervisor per twenty-five students will remain on site.
- Adults are responsible for the supervision of students in the dormitories and during all recreation and restroom breaks.
- Adult supervision is necessary for all water craft operations.
- There will be no swimming, unless a release has been signed and a lifeguard is provided by the LESSEE.
- No supervisor will bring or store alcoholic beverages on site.
- Adults will smoke only in the designated smoking areas.
- No fires will be permitted without adult supervision and by permission of the LESSOR.

Mrs. Barbara Hawley located at Brimfield Elementary School will be the LESSEE contact person, and as such shall be responsible for the conduct of the group while using the facilities at the camp. Additional fees may be incurred through improper use of facilities. Extra items to be furnished by the LESSOR must be requested below.

EXTRAS TO BE FURNISHED BY NATURE'S CLASSROOM

1 Adult per 50 Students Free

Adult Rate is \$68

\$1 Extra Per Student for UGRR

LESSOR

Nature's Classroom Representative

9/10/19

Date

3266 Dyewood Road SW
Carrollton, Ohio 44615
(330) 627-2208 Fax (330) 627-4485

LESSEE

Organizational Director

Date

TENTATIVE AGREEMENT

BETWEEN THE

FIELD LOCAL TEACHERS ASSOCIATION

AND THE

FIELD LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION

~~Cross-outs~~ = deleted language

Bold = new language

Not in the TA = Current Contract Language

September 18, 2019

JULY 1, 20172019 – JUNE 30, 20182022

Article 3. NEGOTIATIONS PROCEDURE

D. NEGOTIATIONS MEETINGS

1. Within fifteen (15) days after receipt of the written Notice to Negotiate, an initial meeting will be held at which the parties will submit in writing their proposals and, thereafter, additional items shall not be submitted by either party unless the other party consents thereto. Proposals shall in form and detail specify that to which agreement is sought in terms acceptable to the proponent, without clarification or supplementation, which, if agreed to by the other party, shall express the whole agreement between the parties with respect to the matter at issue. Dates mentioned in any of the provisions of this Article may be extended by mutual consent of the parties in writing.
2. Further meetings shall be held at the request of either of the parties involved. Negotiations sessions shall be held **at times mutually agreed upon by both parties.** ~~not requiring absence from regularly scheduled assignments; however, this provision may be changed by mutual consent.~~ Meetings shall be private and not subject to Ohio's Open Meeting law.

Article 8. STUDENT DISCIPLINE AND TEACHER PROTECTION

- E. If in-school disciplinary procedures, such as detentions or Saturday school, are available, such extra-service positions shall be offered to all qualified members of the bargaining unit first, on a rotating basis within each building, and others thereafter. Unit members who want to be offered such work shall notify their building principal by the first student day each semester to be placed on the list. If a unit member is offered work and turns it down, s/he will have given up his/her turn in that rotation and the next unit member on the list shall be offered the work. Compensation for those positions filled by FLTA members shall be ~~twenty-five~~ **thirty** dollars (\$**30.00**) per hour. Unit members assigned to Saturday School shall be compensated for a minimum of three (3) hours.

Article 9. VACANCIES, PROMOTIONS, AND TRANSFERS

A. SEARCH SELECTION PROCESS

1. The Administration and Association, through its President, shall establish a search and selection process for filling a vacancy. This process shall include a committee composed of an equal number of FLTA members and administrators that will collaborate in identifying criteria and qualifications necessary to fill the vacancy, engage in the interview process and provide recommendations to the Superintendent of a minimum of three (3) finalists to fill the vacancy. **The committee may send a rank order list of recommendations to the Superintendent to be reviewed following interviews but prior to selection of the candidate.** The Superintendent will make the final recommendation (new hire) or determination (internal) for employment of a candidate. If there are fewer than three (3) candidates to fill a vacancy, the committee will send all candidates to the Superintendent, with any recommendation the committee may have with respect to the candidate(s). The

FLTA President in consultation with the executive committee shall select the FLTA members to serve on selection committees, by building each year. A list of selection committee members, by building, will be submitted to the superintendent. If no teacher is on the list from a specific area of study, the superintendent shall contact the FLTA president or designee for names. Teachers and administrators who participate in search and selection committees will be trained in interview techniques.

Prior to interviewing for the vacancy with a candidate outside the FLTA, the committee will **interview** consider any FLTA members who have applied for the vacancy. If only one FLTA member has applied for a vacancy, the FLTA president and Superintendent may decide that a committee is unnecessary.

B. VACANCIES

3. Notices of Vacancy

- a. Standard Posting. Notice of any instructional (including summer school) or administrative vacancies within the certificated staff shall be posted by the Superintendent's office ~~on the bulletin board in each building office, with copies available for faculty bulletin boards,~~ for five (5) days prior to the implementation of the search process. A copy of these notices shall also be sent to the President of the Association **via e-mail**. Vacancies will be posted on the district website, and a message will be sent using the voice system. The posting/message shall describe the qualifications and assignment.

D. TRANSFERS

1. Voluntary

- a. The Board recognizes that it is desirable in making assignments to consider the interests and aspirations of its teachers.
- b. No later than May 1 of each school year, the Superintendent shall post ~~in all school buildings,~~ **using the District website, District e-mail, and the voice system** a list of the known vacancies which shall occur during the following school year.

Article 10. PROFESSIONAL QUALIFICATIONS AND ASSIGNMENTS

- C. The notification of teacher assignments to their respective building, classroom, subjects, new instructional techniques, or any pertinent information relating to their preparation for the coming school year shall be communicated in writing to the teacher no later than June 15 exclusive of the provisions of Article 9 (VACANCIES, PROMOTIONS, AND TRANSFERS).
1. By January 30th of each year, Department heads at each building shall make recommendations to the Administration regarding courses to be offered in the coming school year. The recommendations shall reflect discussion with the teachers in each department at their January Department Meeting.

2. Principals shall share available scheduling information with department heads. ~~at monthly department meetings.~~ Department heads shall write and distribute monthly meeting minutes to all department members, **building administrator, and curriculum director.**
3. Principals and department heads shall meet together during the second semester to discuss scheduling options. A tentative schedule for the following school year shall be provided to each teacher by the last day of school.

~~G. 1. The Board agrees to provide low or no cost opportunities to teachers in order to become highly qualified under NCLB.~~

~~2. The Board may require a bargaining unit member to attend a professional development opportunity in order to become highly qualified if it is during the school day and is fully paid by the Board. Refusal to attend may be considered insubordination.~~

I. ADDITIONAL TRAINING Moved to Article 35

- ~~1. Staff shall have the opportunity to move horizontally on the salary schedule to reflect additional training at the beginning of the school year and/or at the beginning of the second semester, provided:~~
 - ~~a. Academic work is completed satisfactorily prior to the commencement of the semester in which a horizontal move on the salary schedule is sought.~~
 - ~~b. Academic work provides sufficient hours or degrees to qualify for the next column on the salary schedule.~~
 - ~~c. An official transcript documenting the additional hours or degree has been received at the Board Office within sixty (60) days of completion of the course. No adjustment in the teacher's placement on the salary schedule shall occur until the official transcript has been received.~~
 - ~~d. It is understood that raises will only apply to the days of the school year remaining after receipt of the official transcript and shall not be retroactive.~~

Article 13. ASSOCIATION RIGHTS

A. FAIR SHARE FEE

The parties agree that, should fair share fee be found to be constitutional in the future, the language in this section of the 2018-2019 Negotiated Agreement shall be restored in its entirety.

- ~~1. Payroll Deduction of Fair Share Fee. The Board shall deduct from the pay of members of the bargaining unit who elect not to become or to remain members of the Association, a Fair Share Fee for the Association's representation of such nonmembers during the term of~~

~~this Contract. No nonmember filing a timely demand shall be required to subsidize partisan political or ideological causes not germane to the Association's work in the realm of collective bargaining.~~

- ~~2. Notification of Fair Share Fee Amount. Notice of the amount of the annual Fair Share Fee shall be transmitted by the Association to the Treasurer of the Board on or about November 15th of the first year of this Contract and on or about October 15th of each successive year of this Contract for the purpose of determining amounts to be payroll deducted; and the Board agrees to promptly transmit all amounts deducted to the Association.~~

- ~~3. Schedule of Fair Share Fee Deduction~~

- ~~a. All Fair Share Fee Payers. Payroll deduction of such annual Fair Share Fees shall commence on the first pay date which occurs on or after January 15th annually. In the case of unit employees newly hired after the beginning of the school year, the payroll deduction shall commence on the first pay date on or after the later of:~~

- ~~(1) Sixty (60) days employment in a bargaining unit position; or~~
- ~~(2) January 15th.~~

- ~~b. Termination of Membership During Membership Year. The Board Treasurer shall, upon written notification from the Association that a member has terminated membership, commence deduction of the Fair Share Fee with respect to the former member, and the amount of the fee yet to be deducted shall be the annual Fair Share Fee less the amount previously paid through payroll deduction. The deduction of said amount shall commence on the first pay date occurring on or after forty five (45) days from the termination of membership.~~

- ~~4. Transmittal of Deductions. The Board further agrees to accompany each such transmittal with a list of names of the bargaining unit members for whom all such Fair Share Fee deductions were made, the period covered, and the amounts deducted for each.~~

- ~~5. Procedure for Rebate. The Association represents to the Board that an Internal Rebate Procedure has been established in accordance with Ohio Revised Code 4117.09(C), and that a procedure for challenging the amount of the representation fee has been established and will be given to each bargaining unit member who does not join the Association, and that such procedure and notice shall be in compliance with all applicable State and Federal laws and the Constitution of the United States and the State of Ohio.~~

- ~~6. Entitlement to Rebate. Upon timely demand, nonmembers may apply to the Association for an advance reduction/rebate of the Fair Share Fee pursuant to the internal procedure adopted by the Association.~~

- ~~7. Indemnification of Employer. The Association on behalf of itself and the OEA and NEA agrees to indemnify the Board for any cost or liability incurred as a result of the implementation and enforcement of this provision, provided that:~~

- ~~a. The Board shall give a ten (10) day written notice of any claim made or action filed~~

~~against the employer by a nonmember for which indemnification may be claimed.~~

~~b. The Board agrees to:~~

- ~~(1) Give full cooperation and assistance to the Association and its counsel at all levels of the processing.~~
- ~~(2) Permit the Association or its affiliates to intervene as a party if it so desires; and/or~~
- ~~(3) To not oppose the Association or its affiliates' application to file briefs amicus curiae in actions involving members of the Association who desire to become nonmembers of same.~~

~~c. The Board acted in good faith compliance with the Fair Share Fee provision of this Agreement.~~

~~H. The Board shall provide substitutes for teachers elected as delegates to the OEA Representative Assembly for no more than three (3) delegates to a maximum of one (1) day each.~~

B. COMMITTEE PARTICIPATION

1. An opportunity shall be provided for representatives of the Association to participate in the initial planning of any school committee engaged in the formulation of programs or projects that affect the provisions of Article 3.B, in which teachers might be required to participate.
2. Representatives of the Association shall include the President or his/her designee.

C. RELEASE OF TEACHER'S NAME, ADDRESS, AND TELEPHONE NUMBER

The Board agrees to release only that information which they are obligated to release by law.

- D. The entire teaching staff may draw upon a bank of seven (7) days per year for Association business. Additional days shall be available to the Association provided the Association pays the cost of needed substitute(s).**
- E. Delegates or officers of OEA and/or NEA shall be entitled to use three (3) days per year to attend state or national meetings, without loss of pay and without reimbursement for expenses incurred. In addition, up to five (5) members of the local OEA leadership team, including the president, shall be entitled to attend the two-day OEA leadership summit and one additional OEA professional development event of up to two (2) days each school year.**

F. The FLTA President shall not be assigned any duties during his/her workday.

Article 17. TEACHER WORK DAY

B. The teacher workday during in-service days shall not exceed seven (7) hours. Duplication

of Article 18, Section B, subsection 3)

Article 18. TEACHING HOURS, CLASS LOADS, AND RESPONSIBILITY

A. INSTRUCTIONAL LOAD

2. Elementary

- a. Elementary teachers shall be provided an uninterrupted duty-free lunch period of at least thirty (30) minutes.
- b. All full-time elementary (K-5) teachers, including full-time specialist teachers, shall have no less than two hundred (200) minutes of preparation time per week exclusive of lunch, student passing time, team planning time and time before and after the student day. **No first-year teacher shall be requested to do an extra duty, sit on a committee, be a team leader, or be responsible for/attend an evening event other than open house, parent-teacher conferences, or job-related evening events such as music concerts.**
- c. Classroom Webpages ~~are required to~~ **must** be created and maintained **include name, contact information, and a direct link to electronic information about the class, if applicable.** The frequency of maintaining will not be the subject of summary letters, discipline or markdown on performance evaluation.

3. Secondary Schools

- a. In a study hall or duty assignment that exceeds an enrollment of sixty (60) students, an additional staff member shall be provided for each group of sixty (60) students or fraction thereof, if requested.
- b. The teaching day of secondary school teachers shall include a duty-free lunch period of not less than forty (40) minutes and a preparation period of not less than forty (40) minutes. Secondary teachers shall have not more than three (3) different areas of preparation without agreement between the teacher and the administration. **A teacher who agrees to more than three (3) different areas of preparation shall not be assigned a duty.** Their instructional load shall not exceed six (6) classes. An additional instructional period may be assigned if mutually agreed upon by the teacher and the administration. **No first-year teacher shall be requested to teach an extra class, perform a duty, sit on a committee, be a team leader, or be responsible for/attend an evening event other than open house, parent-teacher conferences, or job-related evening events such as music concerts.**
A duty may be assigned.
- c. Any teacher assigned to College Credit Plus shall receive an additional forty (40) minutes of preparation time.
- d. Classroom Webpages ~~are required to~~ **must** be created and maintained **include name,**

contact information, and a direct link to electronic information about the class, if applicable. The frequency of maintaining will not be the subject of summary letters, discipline or markdown on performance evaluation.

B. RESPONSIBILITIES OF TEACHERS

4. Parent -Teacher Conferences. Parent - Teacher conference days shall be as follows:

- ~~e. In the event that a teacher has a scheduling conflict with a parent conference day, the teacher will first make all reasonable efforts to reschedule the conflicting event. If the conflicting event cannot be rescheduled, the teacher will submit the REQUEST FOR ALTERNATE PARENT CONFERENCE FORM (see Appendix C) no later than one week prior to the regularly scheduled conference day.~~
- e. This form may also be used in the event of staff illness on parent conference day.
- f. Failure to complete the alternative parent conference activities may result in loss of pay or the use of sick leave when appropriate.

5. Individual Education Plans

Four (4) release days will be allotted to special education staff and specialty services staff who are involved in conducting IEP reviews. Educators shall have the option of working at Central Office in **any district building.**

Article 19. LENGTH OF SCHOOL YEAR

A. Annually the school calendar shall include the following:

1. School Year

- a. The teacher work year shall consist of one hundred eighty-three (183) days; one hundred seventy-five **three (173)** days with students including two (2) full days or the equivalent for parent-teacher conferences, as specified in Article 18, B(4)(a). To compensate staff (district wide) for conference days, staff shall receive one fall compensatory day the Monday after Thanksgiving and one spring compensatory day the Friday before President's Day.
- b. Elementary students will be dismissed at 1:00 pm on the last student day of the year.
- c. Middle school students will be dismissed at 12:00 pm on the last student day of the year. **High School students will be dismissed at the conclusion of their last exam.**

2. Days without Students

- a. Two (2) orientation days for new staff members. One half (1/2) of the second orientation day shall be designated for FLTA Business.

- b. One (1) day for an opening staff meeting.
- c. One (1) Professional Development day before students arrive.
- d. One (1) Staff Development Day, November Election Day.
- e. One (1) Parent/Teacher Conference/Professional Day in November, beginning with the 2018-19 school year.
- f. One (1) Teacher Record/Meeting Day at the end of the first semester.
- g. One (1) Professional Development Day, the Thursday before Presidents' Day weekend, beginning with the 2018-19 school year.
- h. One (1) Teacher Record Day at the end of the second semester; all teachers will be dismissed upon conclusion of checkout requirements.
- i. **Two (2) additional days shall be built into the calendar for professional development. The dates shall be mutually agreed upon by the parties. The FLTA President shall be consulted on the content of the professional development.**

Should a teacher's work year be extended for any reason, said teacher shall be paid ~~twenty-five~~ **thirty** dollars (**\$30.00**) per hour per Article 38, Extra-Service Compensation. This does not apply to the extended contract issued to Guidance Counselors.

Meeting time on any Record/Meeting Day shall not exceed forty-five (45) minutes at the beginning of the day.

Article 22. HEALTH

- A. The Board shall require and provide all such tests and examinations as required by Section 3313.71 of the ORC.
- B. The Board may make training sessions in cardiopulmonary resuscitation available to bargaining unit members. Said training will be offered on a strictly voluntary basis. **Training on automated external defibrillators, however, shall be required.**
- C. Smoking or the use of tobacco products.
 - 1. Smoking or the use of tobacco products in any form by employees shall be prohibited in all school buildings and on school grounds, both before and after the teacher workday, and at all school-sponsored events. **This prohibition covers all conduct banned under Board Policy 9.14 (Smoke Free Schools) which includes, but is not limited to, the smoking of smokeless tobacco, alternative nicotine products such as electronic or "vapor" or other substitute forms of cigarettes, clove cigarettes, and any other lighted smoking devices for burning tobacco or any other substance, as well as carrying any lighted smoking device.**

Article 23. LEAVES OF ABSENCE

A. SABBATICAL LEAVE

11. Teachers on leave of absence for purposes of professional study or achievement shall notify the Board, through the Local Superintendent ~~or Assistant Superintendent~~, of their intent to return to teaching in the system. Such notice shall be given prior to April 1. Failure of the teacher to give such notice will result in loss of teaching position.

C. PARENTAL LEAVE OF ABSENCE

FMLA leave, with any available paid sick leave running concurrently. After FMLA leave is exhausted, the teacher may request and shall be granted further unpaid leave **of up to one (1) year in total**, ~~until total leave time (including 12 weeks of FMLA) reaches one (1) year.~~ **If leave commences in the first semester of a school year, unpaid leave will not be granted beyond the end of that school year. If leave commences in the second semester of a school year, unpaid leave will not be granted beyond the end of the first semester of the following school year.** The teacher will be guaranteed return to his/her original assignment, when leave originates and terminates within the same school year. The teacher shall have the opportunity to terminate parental leave early by informing the Superintendent two (2) weeks prior to the new return date.

F. JURY DUTY LEAVE

1. When a jury summons is received, the Superintendent shall be notified promptly.
2. If an employee serves as a juror, **he or she will be paid his/her regular salary in full for regularly scheduled work hours missed as a result of jury duty. All monies received as compensation for jury duty shall be turned over to the Treasurer unless jury duty was served outside of regular work hours.** ~~the compensation he/she receives was served outside of regular for his/her services after expenses for mileage and parking will be deducted from his/her regular salary payment. It is the employee's responsibility to inform the Superintendent in writing of the amount he/she has received. This report will be approved and transmitted to the Treasurer. The mileage rate is the current IRS rate.~~
2. ~~The reimbursement paid for parking expenses and mileage shall not exceed the amount of compensation, if any, the employee receives for services as a juror.~~

Article 24. SICK LEAVE

- A. Each full-time teacher shall be entitled, for each month of service, to sick leave accrual of one and one-fourth (1 1/4) days. Teachers may use sick leave upon approval of the responsible administrator, for absence due to personal illness, pregnancy, incapacitation due to pregnancy, injury, exposure to contagious disease which could be communicated to other employees, and

to illnesses, injury, or death in the teacher's immediate family. Sick leave may also be used to care for newly adopted children under two (2) years of age to a maximum of twenty (20) days. Full-time teachers accrue to their credit fifteen (15) sick leave days per school year.

The "immediate family" is defined as a member of the family of the employee including his/her spouse, domestic partner (as defined below), children, parents, siblings, **grandparents, stepparents, corresponding in-laws and** relative living in the household. **Sick leave may also be used in the case of serious illness or injury of a grandchild, including surgery or hospitalization.**

G. SICK LEAVE TRANSFER

1. When a bargaining unit member has ~~a catastrophic event, defined as~~ a severe illness or medical emergency requiring prolonged hospitalization or recovery and has exhausted all of his/her accumulated sick leave and additional days are still needed, the bargaining unit member may request that additional days be transferred from sick days that have been donated for this purpose.
2. The bargaining unit member seeking additional sick days shall supply a physician's statement that specifically states that the bargaining unit member has a **severe illness or medical emergency requiring prolonged hospitalization or recovery** ~~catastrophic event~~. The bargaining unit member agrees to provide the Board with written authorization meeting HIPAA requirements to allow the Board to access medical information that will assist in processing the request for additional days.
3. Each bargaining unit member may donate only one sick day per year. If the bargaining unit member has less than thirty (30) accrued sick leave days, the bargaining unit member is not eligible to donate a sick leave day.
4. To donate a sick leave day, the bargaining unit member must complete the form found at Appendix G and submit the form to the Treasurer's office. The form donating sick leave days may be submitted to the Treasurer's office any time during the school year.
5. No sick leave days will be transferred from the donor until a bargaining unit member requests the additional sick leave days. After the Treasurer's office receives the request, the Treasurer shall transfer one day from the bargaining unit member with the highest accumulated leave and continue down the list from highest to lowest accumulated leave. From year to year, the Treasurer shall continue down the list until the list is exhausted. A member can cancel deductions at any time by completing Appendix G.
6. The number of transferred days shall not exceed the number the bargaining unit member requested or used.
7. Bargaining unit member must use transferred days before the Board will advance any days.

Article 30. TEACHER EVALUATION PROCEDURES

This Article shall govern teacher evaluation for the 2019-20 school year only. After the changes to OTES and the State Board framework are finalized at the state level and prior to July 1, 2020, the Joint Evaluation Committee will meet to establish a revised article on Teacher Evaluation Procedures, which shall at a minimum incorporate the requirements of the new Board policy and comport with Ohio law. Either party may also propose other changes to the article at the meetings of the evaluation committee. The Joint Evaluation Committee shall also function to give teachers the opportunity to provide input on the new Board teacher evaluation policy that must be adopted by July 1, 2020, pursuant to ORC 3319.11. The revisions established by the committee shall be subject to ratification by the Board and the Association.

There shall be at least one (1) annual meeting of the Joint Evaluation Committee. All Evaluation decisions related to the process and implementation of Teacher Evaluations shall be made by the Joint Evaluation Committee.

The Board and Association acknowledge that the overarching purposes of the teacher evaluation system are to serve as a tool to advance the professional development of teachers, to inform instruction and to assist teachers and administrators in identifying and developing best educational practices in order to provide the greatest opportunity for student learning and achievement.

Article 31. RESIDENT EDUCATOR PROGRAM

B. DEFINITIONS

1. Resident Educator Program. A four-year program created by statute designed to provide newly licensed Ohio educators quality mentoring and guidance. Successful completion of the program is required to advance to a five-year professional educator license.
2. Mentor. A member of the bargaining unit who is trained and assigned to provide professional support to a resident educator following the guidelines of the Resident Educator Program. **A mentor cannot co-teach with the resident educator they are assigned to assist.**

C. MENTORS FOR YEAR ONE RESIDENT EDUCATORS

1. Qualifications
 - a. The mentor teacher must have continuing contract status, **unless no such teacher in the District is willing to serve, in which case a mentor teacher with a limited contract status may be assigned. In either case, the mentor teacher must** and have a minimum of ~~five (5)~~ **four (4)** consecutive years of teaching experience, ~~three (3) years in the district.~~

Article 32. CONTRACTS, DISMISSAL, AND DOCUMENTATION

B. DISMISSAL

1. Non-renewal

- a. Non-renewal of contract shall be preceded by written notification to the teacher from the ~~Board~~ **Superintendent** stating the intent to ~~consider~~ **recommend** non-renewal of contract. Teachers being so notified of **impending** non-renewal of contract shall be given the opportunity to address the Board in executive session, with counsel, prior to any official action of the Board.
- b. Teachers being so notified ~~for~~ **of impending** non-renewal of contract shall be given the opportunity to resign prior to any official action of the Board.
- c. Nothing in this provision shall abrogate any rights and/or privileges granted to the teacher or any rights and/or privileges granted to the Board under ORC 3319.11.

Article 33. REDUCTION IN FORCE

B. Seniority shall be determined by the length of continuous service in the Field Local School District. By November 1 of each school year, the district will provide each member with a seniority list by area of certification/licensure. Among those with the same length of continuous service, seniority shall be determined by:

1. The date of the Board meeting at which the teacher was hired; and then by
2. The date on which the teacher submitted a completed job application. **If a time stamp is available for applications, it will be used.**
 - a. Continuous service of a teacher who has returned to service will be determined according to provisions of Article 23 (LEAVES OF ABSENCE).
 - b. The continuous service of a teacher who has returned to employment following resignation or other termination of employment will be measured from date of return.

E. PROCEDURE

3. Notification. **Prior to implementation of the Reduction in Force affecting ten (10) or more bargaining unit members, the Superintendent/Designee shall have an All Staff Meeting to discuss the reduction. In case of a Reduction in Force of any size, the Superintendent/Designee and the FLTA President shall meet together with each member impacted by the reduction individually. All staff will be made aware of the Reduction in Force before any public announcement.** At least thirty (30) calendar days prior to a Reduction In Force of limited and/or continuing contracts, the Superintendent or Designee shall give written notice to the teaching staff, the Association, through its President, of the intent to effect a reduction in staff. Such notice shall contain the reason for the reduction in force, as specified in Section (A). Written notification of Reduction In Force shall be given to each teacher to be reduced from the staff in person by the Superintendent/Designee ~~at the end of the school day,~~ no later than May 15. The

Association, or the teacher, shall be given the opportunity to address the Board in open meeting, or in executive session, for the purpose of presenting, both orally and in writing, its views on the proposed Reduction In Force, before the Board takes action.

F. To achieve such a reduction, the Board may proceed to suspend contracts in accordance with the recommendation of the Superintendent. In making these recommendations, the Superintendent must reduce first bargaining unit members on limited contracts and then bargaining unit members on continuing contracts within areas of certification/license.

1. Limited contract teachers shall be reduced first utilizing the following order:

a. Certification/Licensure within the affected teaching field.

b. Comparable evaluations as defined in this Agreement.

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

3. When staffing changes are required following a reduction in force, and there are multiple positions available to the displaced persons in the areas of licensure, the openings shall be filled in order of seniority. **Should a displaced teacher not have the appropriate licensure for an opening, voluntary and involuntary transfer language shall be implemented to provide a placement for the displaced teacher, where possible. The most senior displaced teacher in the field/grade level/licensure subject to the transfer shall have first choice of an open position for which the teacher is qualified. For purposes of this paragraph, the District shall consider only seniority and licensure, notwithstanding the other language in Article 9.**

G. Comparable Evaluations

~~1. During the 2015-16 and 2016-17 school years, in determining whether members of the bargaining unit have comparable evaluations, only the teacher performance evaluation rating shall be considered for the purposes of Reduction in Force.~~

1. Effective with the ~~2015-2016~~ **2019-2020** school year, comparable evaluations shall be defined as follows:

a. All Accomplished Rated Teachers will be deemed comparable to each other. **A teacher rated Skilled in the year prior to the announcement of the Reduction in Force but rated Accomplished in the two (2) years prior to that year, shall be considered an Accomplished Teacher for the purpose of the Reduction in force.**

b. All Skilled Rated Teachers will be deemed comparable to each other.

c. All Developing Teachers will be deemed comparable to each other.

d. All Ineffective Teachers will be deemed comparable to each other.

2. **Comparable Evaluations** shall be from the year prior to the announcement of the Reduction in Force and shall only include the teacher performance rating. All teachers new to Field Local Schools, who do not have a Final Summative Rating shall be deemed Skilled.

I. The FLTA President and Superintendent shall meet prior to staff notification to review staff seniority lists, designation of comparable evaluations and determination of impacted employees. Any days required for the FLTA President to assist in the Reduction in Force process shall not be deducted from Association Time (Article 13).

J RECALL

K. AVAILABILITY OF SENIORITY AND REDUCTION IN FORCE LISTS

Article 35. SALARY SCHEDULE

1. ~~Two-(2)-year~~ **Three (3) year** contract:

2019 - 20: 3.25% Base Pay Raise [BA0 - \$35,276]

2020 - 21: 3.25% Base Pay Raise [BA0 - \$36,423]

2021 - 22: 3.00% Base Pay Raise [BA0 - \$37,516]

FIELD SALARY SCHEDULE INDEX

YRS	BACH	BA+150	BA+15	BA+30	MAST	MA+15	MA+30	MA+45
0	1.0000	1.0598	1.0942	1.1325	1.1722	1.2114	1.2538	1.2964
1	1.0598	1.0932	1.1292	1.1698	1.2114	1.2520	1.2964	1.3408
2	1.0932	1.1277	1.1654	1.2084	1.2520	1.2939	1.3405	1.3882
3	1.1277	1.1631	1.2027	1.2484	1.2939	1.3373	1.3861	1.4356
4	1.1631	1.1998	1.2411	1.2895	1.3373	1.3820	1.4332	1.4845
5	1.1998	1.2375	1.2809	1.3322	1.3820	1.4283	1.4820	1.5353
6	1.2375	1.2766	1.3219	1.3761	1.4283	1.4762	1.5323	1.5877
7	1.2766	1.3167	1.3642	1.4214	1.4762	1.5256	1.5844	1.6418
8	1.3167	1.3583	1.4079	1.4684	1.5256	1.5768	1.6382	1.6976
9	1.3583	1.4010	1.4529	1.5169	1.5768	1.6296	1.6939	1.7555
10	1.4010	1.4452	1.4994	1.5668	1.6296	1.6842	1.7516	1.8151
11	1.4452	1.4907	1.5473	1.6185	1.6842	1.7406	1.8112	1.8769
12	1.4907	1.5377	1.5963	1.6721	1.7406	1.7988	1.8727	1.9406
13	1.5377	1.5860	1.6479	1.7271	1.7988	1.8592	1.9364	2.0067

14 1.5860 1.6361 1.7007 1.7843 1.8592 1.9214 2.0022 2.0749

E. LONGEVITY INCREMENTS

Longevity increments are to be granted to all teachers according to the following schedule. The payments shall commence at the beginning of each of the following years:

YRS	BACH	BA+150	BA+15	BA+30	MAST	MA+15	MA+30	MA+45*
17	1.6035	1.6561	1.7232	1.8093	1.8917	1.9564	2.0397	2.1149
20	1.621	1.6761	1.7457	1.8343	1.9242	1.9914	2.0772	2.1549
23	1.6385	1.6961	1.7682	1.8593	1.9567	2.0264	2.1147	2.1949
26	1.656	1.7161	1.7907	1.8843	1.9892	2.0614	2.1522	2.2349
29	1.6735	1.7361	1.8132	1.9093	2.0217	2.0964	2.1897	2.2749
32	1.691	1.7561	1.8357	1.9343	2.0542	2.1314	2.2272	2.3149

H. ADDITIONAL TRAINING **Moved from Article 10**

1. Staff shall have the opportunity to move horizontally on the salary schedule to reflect additional training at the beginning of the school year and/or at the beginning of the second semester, provided:
 - a. Academic work is completed satisfactorily prior to the commencement of the semester in which a horizontal move on the salary schedule is sought.
 - b. Academic work provides sufficient hours or degrees to qualify for the next column on the salary schedule.
 - c. An official transcript documenting the additional hours or degree has been received at the Board Office within sixty (60) days of completion of the course. No adjustment in the teacher's placement on the salary schedule shall occur until the official transcript has been received.
 - d. It is understood that raises will only apply to the days of the school year remaining after receipt of the official transcript and shall not be retroactive.

Article 36. FRINGE BENEFITS

A. RETIREMENT

1. All teachers at the time of retirement from active service in the Field Local School District shall receive one day's pay for each four (4) days of unused sick leave up to a maximum of

two hundred (200) unused sick days. The teacher will receive one day's pay for each six (6) days of unused sick leave from two hundred and one (201) days up to four hundred eighty-one (481) days.

2. All teachers with ~~ten~~ **fifteen (15)** years or more of service with the Field Local Schools may elect to receive a ~~benefit equal to fifteen percent (15%) of the accrued sick leave to a maximum of one hundred twenty (120) days when they leave the system~~ **separation payment of two thousand dollars (\$2000) following resignation**. Payment shall be at the teacher's per diem teaching contract rate in effect at the time he/she leaves the system, and shall be paid in June of the year he/she leaves. No teacher leaving the system during or immediately following a leave of absence shall be eligible to claim this benefit. (NOTE: No teacher shall be eligible to receive benefits under both Section A.1. and A.2.) A teacher retiring does not have the option of collecting under this paragraph.
3. ~~Effective with the 2009-2010 school year,~~ **Until June 30, 2022**, a retirement bonus of eight thousand dollars (\$8,000) shall be paid by the Board to all bargaining unit members who elect to retire with twenty-five (25) years and less than twenty-six (26) years of service who attain age 60 but have less than twenty-five (25) years, under the Ohio STRS. **This provision shall expire on June 30, 2022 and be removed from the Master Agreement.**

~~In lieu of the retirement bonus, any teacher may go on approved leave of absence for one (1) or two (2) years and then retire after purchasing the STRS credit for the time on leave. The Board shall pay its share of the STRS contribution for the time the teacher is on such leave. This Article provides that a teacher not on a continuing contract may be granted two (2) one year leaves of absence under the provisions of Article 23, Section B (Leave of Absence), for retirement purposes only.~~

4. ~~Effective with the 2009-2010 school year,~~ **Until June 30, 2022**, a retirement bonus of fifteen thousand dollars (\$15,000) shall be paid by the Board to all teachers who elect to retire with thirty (30) and less than thirty-one (31) years of service under the Ohio STRS. Any teacher retiring with thirty-one (31) and less than thirty-six (36) years will receive a bonus of five thousand dollars (\$5,000). **This provision shall expire on June 30, 2022 and be removed from the Master Agreement.**

Article 37. TEACHER EXTRA-DUTY CONTRACTS AND SALARY SCHEDULE

Table 1.
Non-Indexed Extra Duty Schedule

High School Dept. Heads

Math	0.03
English	0.03
Social Studies	0.03
Science	0.03
Special Education	0.03

Middle School Dept. Heads

Math	0.03
English	0.03
Social Studies	0.03
Science	0.03
Special Education	0.03

Civics Middle School

Student Council	0.04
Pen Ohio Advisor	0.04
National Honor Society	
Advisor	0.04
Spelling Bee Advisor	0.02

Civics High School

Student Council	0.04
National Honor Society	0.04
Yearbook	0.05
Pen Ohio Advisor	0.04
Quiz Bowl Advisor	0.02
Teen Institute	0.04

Elementary Dept. Heads

Kindergarten	0.03
Primary Brimfield	0.03
Intermediate Brimfield	0.03
Primary Suffield	0.03
Intermediate Suffield	0.03
Special Ed (Brimfield)	0.03
Special Ed (Suffield)	0.03

Middle School Civics Pool	0.02
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Table 2.
Indexed Extra Duty Schedule

Three	Base	Step One	Step Two	Step
		5 years	10 years	15 year
Boys Soccer				
High School Head Coach	0.1200	0.1344	0.1632	0.1920
Junior Varsity/Assistant Coach	0.0650	0.0758	0.0974	0.1190
Middle School Head Coach	0.0300	0.0336	0.0408	0.0480
Middle School Soccer Coach				
Girls/Boys	0.0600	0.0672	0.0816	0.0960
Boys' Golf				
Varsity Coach	0.0900	0.1008	0.1224	0.1440
Junior Varsity/Assistant Coach	0.0600	0.0672	0.0816	0.0960
Girls' Golf				
Varsity Coach	0.0900	0.1008	0.1224	0.1440
Golf Boys/Girls'				
Junior Varsity/Assistant Coach	0.0600	0.0672	0.0816	0.0960

Article 38. EXTRA-SERVICE COMPENSATION

D. The extra-service compensation rate for a regular class period at the secondary level and per hour on the elementary level shall be set at ~~twenty-five~~ **thirty** dollars (\$**30.00**). Teachers are not required to cover a class.

H. **Extended Time Contracts for the following positions shall be paid at the per diem rate:**

<u>Position</u>	<u>Number of Days</u>
Librarian	10
HS Guidance Counselor	15
MS Guidance Counselor	10
ES Guidance Counselor	10
Speech Pathologist (at their request)	5

Article 39. TUITION REIMBURSEMENT

The Board shall establish a tuition reimbursement fund of ~~twenty-five~~ **thirty** thousand dollars (\$**30,000**) in each school year to reimburse teachers for semester hours for earned college credit. The college courses must be approved by the LPDC.

Payment will be made by separate check. Reimbursement for courses completed between

September 1 and August 31 shall be made by October 30 following presentation of satisfactory evidence by September 15 to the Superintendent that the course has been successfully completed and approved by the LPDC.

Each year ~~twenty-five~~ **thirty** thousand dollars (~~\$30,000~~) will be divided by the total number of credits submitted to produce an amount to be reimbursed per credit.

Article 42. TUTORS

E. COMPENSATION

1. Beginning July 1, 2013, all tutors will be placed on Step 0, and therefore, advance one step on the index for each year of service.
3. Effective July 1, ~~2015~~ **2019**, the base tutor rate shall be ~~\$23.18~~ **\$24.66** per hour. Effective July 1, ~~2016~~ **2020**, the base tutor rate shall be ~~\$23.88~~ **\$25.46** per hour. **Effective July 1, 2021, the base tutor rate shall be \$26.22 per hour.**

Article 43. DURATION

A. GENERAL

3. Duration. This Agreement shall remain in full force and effect from 12:01 a.m. of July 1, ~~2019~~ to 12:00 a.m. of June 30, **2022**. ~~Should the levy fail in both November, 2017 and May, 2018, this Agreement shall be extended, as is for one additional year (2018-19)~~ Further, the recognition procedure and bargaining procedure of this Article shall remain in full force and effect until a successor agreement is negotiated in keeping with provisions of Article 3 (NEGOTIATIONS PROCEDURE) and related provisions of the ORC 4117.

Staff In-Service Log

Name _____ **Year** _____

Please use the log below to record your in-service hours. At the end of the school year you must present this form with a total and signature indicating completion. Please refer to the list of approved items for activities and attach the required items of proof of attendance.

[illegible]

Signature _____ Date _____

Appendix E

FIELD LOCAL SCHOOL INTERIM TEMPORARY TEACHING CONTRACT

It is hereby agreed by and between _____, hereinafter called the teacher and by the Field Local Board of Education, Portage County, Ohio, hereinafter called the Board as follows:

The Board agrees to appoint and employ the teacher on an interim basis for the purposes of filling a temporary vacancy for the period beginning _____ and continuing until the vacancy concludes, or until such earlier time as the teacher, in accordance with law, resigns, elects to retire, or is retired, or until such time as this contract, as provided by law, is terminated or suspended.

The teacher accepts the provisions of the law pertaining to the State Teacher's Retirement System as part of this contract and as a condition of the employment provided for herein. The same employment is subject to all provisions of law with the exception of the following:

- 1) This contract is issued with no expectation of continued employment beyond ~~its term~~ **the period of the vacancy**;
- 2) This contract automatically expires without further action from the Board;
- 3) The interim teacher is exempted from the evaluation and nonrenewal provisions contained in the Master Agreement between the Association and the Board and also, Ohio Revised Code Sections 3319.11 and 3319.111;
- 4) The teacher has no displacement rights pursuant to the RIF procedure contained in the Master Agreement between the Association and the Board.

In consideration of the service rendered by the teacher, the Board agrees to pay said teacher **on a per diem basis calculated based on the** ~~a~~ base annual salary as prescribed by the salary schedule of the School District whether existing or hereafter adopted. The initial compensation to be paid under this contract, according to the existing salary schedule, shall be **at the per diem rate (\$_____).** ~~per annum to be paid in _____(_____) equal installments. Such duties shall be performed by the teacher during the _____ school year beginning _____ and ending _____.~~ The teacher agrees that in the performance of his/her professional duties he/she will abide by and maintain the applicable law and the rules and regulations of the Board and all provisions of the Master Agreement between the Board and the Association. The teacher agrees to teach the number of school days as prescribed by the Board during the term of this contract.

The teacher affixing his/her signature hereto represents that he/she has been notified as required by Section 3307.58 of the Ohio Revised Code of his/her duties and obligations under Chapter 3307 of the Ohio Revised Code pertaining to the State Teacher's Retirement System as a condition of employment.

The President and Treasurer of the Board by affixing their signature hereto, represent that all necessary implementing resolutions have been adopted by the Board and that a copy of the Board's existing rules and regulations affecting the performance of professional duties have been made available to the teacher upon request.

Failure to sign and return this contract to the Treasurer's Office by _____ will be considered null and void after said date.

Signed _____ Date _____

President-Board of Education

Signed _____ Date _____

Treasurer-Board of Education

Signed _____ Date _____

Teacher

Please sign both copies and return one to the Administration Office.