MINUTES
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
JANUARY 24, 2017 7:00 P.M.

The Geauga County Educational Service Center board met on January 24, 2017, at 7:22 p.m., 470 Center St., Bldg. 2, Chardon, Ohio, for the purpose of conducting their regular business meeting. Members present: Mrs. Cavanaugh, Mr. Burnett, Mr. Remias, Mrs. Koster, and Mr. Battles. Also present: Suzanne Allen, Brenda Harriss, Lindsay Baar and Joan Benedejcic.

MOTION: 20-2017
Mr. Remias moved and Mrs. Cavanaugh seconded the motion to approve the agenda and addendum as written. Vote: Mr. Remias, yes; Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mrs. Koster, yes; and Mr. Remias, yes. Motion carried.

MOTION: 21-2017
Mr. Burnett moved and Mrs. Koster seconded the motion to approve the minutes from December 20, 2016 with correction to the motion number on page 4. Vote: Mr. Burnett, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 22-2017
Mrs. Cavanaugh moved and Mr. Burnett seconded the motion to approve the Treasurer's report as listed below:

1) December financial statement.
2) December warrants written.
3) December investments.
4) January invoices payable.
5) Approval of Now and Then for Dayton Regional STEM School for substitutes during Competency Based Education Trainings in the amount of $630.00. This is 100% paid for through the CBE Grant.

Vote: Mrs. Cavanaugh, yes; Mr. Burnett, yes; Mr. Remias, yes; Mrs. Koster, yes; and Mr. Battles, yes. Motion carried.

Mrs. Felker discussed the following topics:

1) Presentation by Lindsay Baar, Gaitway High School Principal.
2) Weekly memos to the board and communications.
3) ESC operational budget and reductions.
4) ESC facilities.
5) Future revenue opportunities.
6) Cooperative Agreement restructuring.
7) Preschool update.
8) Board policy and committee.
9) Cell phone policy.
10) Board Docs and electronic systems.

MOTION: 23-2017
Mr. Burnett moved and Mrs. Koster seconded the motion for the Geauga County Educational Service Center Governing Board to recess into five (5) consecutive executive sessions at 9:17 p.m. for the following purposes: (1) considering the employment of a public employee; (2) considering the employment of a public employee; (3) considering the employment of a public employee; (4) considering the employment of a public employee; and (5) considering the employment of a public employee. President Battles gaveled the meeting back into regular session at 9:45 p.m.
All matters discussed in all executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. Vote: Mr. Burnett, yes; Mrs. Koster, yes; Mrs. Cavanaugh, abstain; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 24-2017
Mrs. Koster moved and Mr. Burnett seconded the motion to approve the following personnel items:

1) Professional meeting requests for attendance:

Candace Mullet, Job Training Coordinator, to attend Ohio Association of Job Training Coordinators State Conference, Columbus, March 2, total approx. cost: $310.00.

Tamee Tucker, Karly Smith, iSTEM personnel, and Bruce Cline, ESC Intervention Specialist, to attend edcite: 101, Chardon, Feb. 15, 2017, total approx. cost: $75.00.

Steve Remias, Board Member, to attend Pepple & Waggoner School Negotiations Workshop, Independence, January 26, no registration fee for one attendee.

Steve Remias, Board Member, to attend Ohio School Boards Association Board Officers Training, Rootstown, February 11, total approx. cost: $170.00.

2) Employee Resignation:

Suzanne Allen, Assistant Superintendent, effective July 31, 2017. Letter attached.
John Greaves, LGCA INFOhio Support, effective June 30, 2017. Letter attached.
Frank Scarano, Director of Psychologists, effective June 30, 2017. Letter attached.

3) Approval to pay stipends for those employees who have elected not to take health insurance during the 2016-2017 school year. $2,100.00 shall be paid to full-time employees; all others to be pro-rated, if eligible for insurance. List attached.

Vote: Mrs. Koster, yes; Mr. Burnett, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 25-2017
Mrs. Koster moved and Mr. Burnett seconded the motion to approve the Final copy of the Collective Bargaining Agreement between the Geauga County ESC and the Geauga Board Employees Association to be effective from August 1, 2016 through July 31, 2019. Agreement attached. Vote: Mrs. Koster, yes; Mr. Burnett, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes, Motion carried.

MOTION: 26-2017
Mrs. Cavanaugh moved and Mrs. Koster seconded the motion to approve the following new business items:

1) Approval of substitutes to work in the Geauga County schools. List attached.

2) Approval of first reading of the following policy:

   New Policy 7530.01 Property Cell Phone Allowance

3) Approval of agreement between the Trumbull County ESC and the Geauga County ESC for professional development. Total cost: $625.00. Agreement attached.

4) Approval of agreement between the Geauga County ESC and Progressive Mastery Learning, LLC for implementation of the Grid Method – Mastery Learning System. Total cost - $1,400.00. 100% paid for through the Competency Based Education Grant.

5) Approval of request to accept credit cards at the Geauga Achieve Fundraiser through the use of the Square, a credit card reader device, as was used for last year's event. The Square will not be used to give cash back.

Vote: Mrs. Cavanaugh, yes; Mrs. Koster, yes; Mr. Burnett, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

MOTION: 27-2017
Mr. Burnett moved and Mr. Remias seconded the motion to move the February regular board meeting to February 28, 2017 and the April regular board meeting to April 24, 2017. Vote: Mr. Burnett, yes; Mr. Remias, yes; Mrs. Cavanaugh, yes; Mr. Remias, yes; and Mr. Battles, yes. Motion carried.

Informational Items:

1) Next board meeting date – February 28, 2017.
2) 2017 mileage rate – 53.5 cents per mile.
3) Geauga, State of the County, Feb. 3, 2017. Information attached.
4) Geauga Achieve Fundraiser – March 11, 2017, 6:00-10:00 p.m. at Sun Valley Banquet & Party Center. Flyer attached.
5) Geauga Achieve Fundraiser Raffle for Cleveland Cavaliers Tickets. Flyer attached.

6) STARS Fundraiser Luncheon – April 8, 2017, 11:00 a.m. at Fowler's Mill Golf Course in Chesterland. More details will be available soon.
7) Ohio School Boards Association Board Officers Training, Feb. 11, 2017. Agenda attached.

MOTION: 28-2017
Mr. Burnett moved and Mr. Remias seconded the motion to adjourn the meeting at 10:19 p.m. Unanimous approval. Motion carried.

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
NOW AND THEN STATEMENT
DECEMBER, 2016 BOARD MEETING

Purchase Order # 66436

Vendor Name Dayton Regional STEM School

Item Description Substitutes for Math + Humanities training - CBE Grant

Invoice Date 11/30/16

Date PO Created 12/16/16

Name of Requistioner Suzanne Allen

Budget Account # 499-2413-4129199

The amount necessary to meet this is $630.00 **or less and is NOW lawfully appropriated and was THEN (at the time of the order) in the Treasury and free from previous encumbrances.**

Date of Board Approval 1/24/17

The treasurer's office hereby authorizes the issuance of a warrant in payment of the amount due upon this obligation.

Date 1-24-17

Treasurer [signature]

Send All Invoices To GEAUGA COUNTY EDUCATIONAL SERVICE CENTER
470 CENTER ST., BLDG. 2
CHARDON, OHIO 44024
PHONE: 440-279-1700
FAX: 440-286-7106

PURCHASE ORDER

Date	Purchase Order No.
12/16/2016	66436
	Page
	001

ISSUED TO
005234 FAX:
DAYTON REGIONAL STEM SCHOOL
1724 WOODMERE DRIVE
KETTERING OH 45420

SHIP TO

ATTN:
TERMS:
REQUISITION NO.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		CBE SUBS FOR MATH/HUMANITIES	630.00	630.00
			PAGE TOTAL	630.00
			GRAND TOTAL	0.00

TI	FUND	FUNC.	OBJ.	SPCC.	SUBJ.	OPU	IL	JOB	AMOUNT
05	499	2413	412	9199	000000	000	00	000	630.00

IT IS HEREBY CERTIFIED THAT THE AMOUNT ($_____) REQUIRED TO MEET THE CONTRACT, AGREEMENT, OBLIGATION, PAYMENT OR EXPENDITURE FOR THE ABOVE, HAS BEEN LAWFULLY APPROPRIATED OR AUTHRIZED OR DIRECTED FOR SUCH PURPOSE AND IS IN THE TREASURY OR IN PROCESS OR COLLECTION TO THE CREDIT OF THE _____FUND FREE FROM ANY OBLIGATION OR CERTIFICATION NOW OUTSTANDING.

School Districts Are Exempt From Federal Excise Taxes And Ohio Sales Tax.

TAX EXEMPT

STATE ID:
FED ID: 34-1254450

THIS ORDER IS VOID UNLESS TREASURER'S CERTIFICATE IS SIGNED

Suzanne M. Sottovitz

TREASURER, BOARD OF EDUCATION

ORIGINAL

Geauga County
EDUCATIONAL SERVICE CENTER

470 Center St., Bldg. #2
Chardon, OH 44024

Ph: 440-279-1700 **Fax:** 440-286-7106
www.gcesc.k12.oh.us

Committed to the improvement of student achievement

Jennifer A. Felker, Superintendent
Suzanne M. Sotkovsky, Treasurer

Board Members:

Dennis A. Battles
Kenneth C. Burnett
Bonnie H. Cavanaugh
Janice M. Koster
Steve Remias

January 5th, 2017

Dear Geauga County ESC Board of Education,

After 25 years of serving as a school psychologist and administrator, I am notifying you that at the end of my 2016-17 contract, I will be retiring. It has been a great pleasure working for the ESC and serving our local districts. I have many fond memories of collaborations with some outstanding educators as part of my position at the ESC.

I appreciate all the support I have received from the office staff, Board Members and colleagues the past 12 and a half years at the ESC.

I am submitting this letter at this time to allow the Board, Superintendent Jennifer Felker, and Treasurer Sue Sotkovsky time to plan for the 2017-18 school year.

I am most willing to assist in any transition planning that is needed.

Best Regards

Suzanne Allen

Suzanne Allen

Cc: Jennifer Felker
Sue Sotkovsky

Sotkovsky Sue

From: Sotkovsky Sue
Sent: Thursday, January 05, 2017 1:23 PM
To: Sotkovsky Sue
Subject: FW: Letter of Resignation

From: Greaves,John
Sent: Thursday, January 05, 2017 11:05 AM
To: Turk, Jim
Cc: lgca_sirsi@lgca.org
Subject: Letter of Resignation

Jim,

Thank you for the opportunity to be part of the LGCA team these last ten years as INFOHio liaison to our end users. At this time I would like to submit this as my letter of resignation to commence at the end of the 2016-2017 fiscal year which ends June 30, 2017.

John

John P. Greaves
LGCA/INFOhio Liaison
8221 Auburn Road
Concord, Ohio 44077

lgca_sirsi@lgca.org
(team email--all questions should be directed here first)

(440) 357-9383 ext. 117
(800) 334-4597 (Ohio Only) ext. 117

FAX (440)-357-8713

Geauga County
EDUCATIONAL SERVICE CENTER

470 Center St., Bldg #2
Chardon, OH 44024
Ph: (440) 279-1705 Fax: (440) 286-7106

Frank M. Scarano, Ph.D.
Director of Psychological Services
Early Childhood Psychologist

1/18/2017

Dear Geauga County ESC Board Members and Superintendent:

Effective June 30, 2017, I will resign my position as Director of Psychological Services and preschool psychologist. It has been a pleasure working for the people of Geauga County and the GCESC since 1973.

Frank M. Scarano

2016-2017 Employees eligible for the $2,100 Health Insurance Stipend

Kim	Atwell
Don	Baker - $1,680.00 (80%, 4 days per week)
Martha	Barcikowski
Ashley	Brzozowski – $525.00 (3 of the 12 months)
Jennifer	Cooper
Bridget	Daley
Sarah	Drewlo
Jeffrey	Ferguson
Susan	Ferrazza - $1,575.00 (9 of the 12 months)
Suzanne	Fletcher - $1,750.00
Thomas	Gephart
Melissa	Gingerich
Jennifer	Heiman - $1,680.00 (80%, 4 days per week)
Murray	Katz
Bryan	Less
Christina	McNaughton
Justus	Minor
Amber	Morvilius
Sherri	Noble
Kelly	Oblaczynski
Julie	Ramos
Janet	Sapp
Wendy	Smith
Judith	Tvergyak - $1,680.00 (80%, 4 days per week)
Susan	Vinborg - $1,260.00 (60%, 160/260 days)
Christina	Vondracek
Patricia	Walunis
Darcie	Warmuth
Lindsay	Watson - $1,260.00 (60%, 3 days per week

Total - $55,510.00

COLLECTIVE BARGAINING AGREEMENT

between the

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

and the

GEAUGA BOARD EMPLOYEES ASSOCIATION

AUGUST 1, 2016
through
JULY 31, 2019

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ARTICLE I - RECOGNITION

1.0100 STATEMENT OF RECOGNITION

1.0101 **RECOGNITION BY THE GEAUGA COUNTY BOARD** - The Geauga County Educational Service Center (hereinafter referred to as "Board") recognizes the Geauga Board Employees Association (hereinafter referred to as "Association"), an affiliate of the Ohio Education Association (OEA), and the National Education Association (NEA), as the sole and exclusive employee representative for all certificated members of the bargaining unit, hereafter "unit member" or "unit members", during the length of this Contract.

1.0102 **DURATION OF RECOGNITION** - The duration of recognition shall be determined by the Contract and in accordance with Chapter 4117, Ohio Revised.

1.0103 **CHANGE IN RECOGNITION** - A change in recognition for successor Contracts shall be in accordance with Chapter 4117, Ohio Revised Code.

1.0200 BARGAINING UNIT DEFINED

1.0201 **INCLUDED** - The Bargaining Unit shall consist of the following regular full-time certified employees contracted by the Geauga County Educational Service Center who work as:

A. All Teachers (minimum: four (4) year Degree)
B. Staff Psychologists
C. Speech/Adaptive Speech Therapists
D. Adaptive Physical Education

1.0202 **EXCLUDED** - As defined in 4117 O.R.C. excluded are all Management/Supervisory and confidential employees, including, but not limited to County Superintendent, Treasurer, Special Education Administrators, Curriculum, Gifted, and Work Study Supervisors, Intern Psychologist(s), classified employees of the Board Office, summer students, and vacation employees.

ARTICLE II - NEGOTIATIONS PROCEDURE

2.0100 **SCOPE OF NEGOTIATIONS** - The scope of negotiation shall be determined by the Ohio Collective Bargaining Law (O.R.C. 4117).

2.0200 BARGAINING PROCEDURE

2.0201 **BARGAINING TEAM** - The bargaining procedure shall be conducted between representatives of the Board and the Association. These representatives shall be known as the bargaining teams. Each team may consist of no more than five (5) members. Each party represented in the bargaining procedure shall determine who will be its bargaining team representatives, but shall not select members of the other party involved in

the bargaining procedure. Bargaining team members shall be authorized to bargain in good faith.

2.0202 **CONSULTANTS** - Either bargaining team may utilize the assistance of consultants at any session to assist in the process. Cost of such consultants shall be borne by the party utilizing such consultants. Consultants shall not be in addition to the five (5) members at any one time at the negotiating table.

2.0203 **BARGAINING IN EXECUTIVE SESSION** - All bargaining sessions shall be in executive session, meaning: only members of the bargaining teams, consultants as provided for this procedure, and others as mutually agreed to between the bargaining teams shall be in the room in which the bargaining session is being held.

2.0204 **RELEASE OF INFORMATION**

A. **MEDIA** - Any information regarding these sessions to the media shall be made jointly by mutual agreement.

B. **CONSTITUENTS** - Progress reports may be made to the Board by its team and to the Association by its team at any time.

2.0205 **INITIATING THE BARGAINING PROCEDURE**

A. **NOTICE TO NEGOTIATE**

1. Negotiations for a successor agreement may be initiated in writing by a "notice to negotiate" from Association representative or consultants to the Geauga County Educational Service Center or its designee.

2. Such notice shall be given on or before March 15th of the final year of this Agreement.

3. The party serving the "notice" shall also serve a copy to the State Employment Relations Board (SERB).

B. **INITIAL CONCEPTS** - On or about January 15 of the year the contract is to expire, the GBEA President and Superintendent may meet to discuss initial concepts to be proposed for negotiations.

C. **EXCHANGE INITIAL PROPOSALS** - Prior to, or at the first negotiations meeting, the parties will exchange negotiations packages which shall include additions to, deletions from, or revisions of the contract then in existence. Once packages are exchanged, no new matters shall be introduced for negotiations during the negotiations except as may be mutually agreed upon by both teams.

D. **INITIAL BARGAINING SESSION**

1. The initial bargaining session will be held within twenty (20) calendar days after such notice referenced in item A above.

2. The initial session and all future sessions shall not adjourn until a time, place and date have been established for the next bargaining session.

2.0206 **GENERAL PROVISIONS**

A. CAUCUS - Either team may call for a caucus during a bargaining session. A caucus shall not be longer than thirty (30) minutes unless an extension is mutually agreeable to both parties.

B. EXCHANGE OF INFORMATION - Board and the Association agree to provide the other upon request public information to areas that may be discussed during the bargaining period.

C. TENTATIVE AGREEMENT - As items are discussed and agreement reached, said items shall be reduced to writing and initialed by the spokesperson of each team. This shall denote tentative agreement only.

D. RECESS - Either team may declare a recess when it appears that meaningful progress cannot be attained. A recess can only commence after mutual agreement for the time and place for the continuation of the negotiations has been determined. A recess shall be for no more than seventy-two (72) hours excluding Saturday and Sundays unless extended by mutual agreement.

2.0300 **AGREEMENT**

2.0301 **REDUCED TO WRITING** - When agreement has been resolved, each issue shall be reduced to writing and signed by the spokesperson of each bargaining team.

2.0302 **RECOMMENDATION** - Both teams shall recommend the agreed upon package to their respective constituencies.

2.0303 **RATIFICATION BY THE ASSOCIATION** - The negotiated Contract shall first be submitted to the Association for ratification within ten (10) calendar days of the final session. When the Association ratifies the Contract, its President shall affix his/her signature. The Association shall notify the Board as to the results of its ratification vote. The Board shall ratify no more than thirty (30) calendar days after the Association ratification.

2.0304 **EXECUTED COPY** - When approved by both parties, the Agreement shall be signed by the President of the Association and the President of the Board and a properly executed copy shall be sent to SERB within thirty (30) days.

2.0400 **DISPUTE RESOLUTION**

2.0401 **NOTIFICATION OF SERB** - The parties agree and will so notify the State Employment Relations Board (SERB) that the above shall be the parties' mutually agreed-upon dispute resolution procedure.

2.0402 **JOINT REQUEST FOR MEDIATION** - If agreement is not reached, and the parties believe a mediator may be of assistance, the parties shall mutually agree to submit a joint request to the Federal Mediation and Conciliation Service (FMCS) or the Bureau of Mediation for the purpose of mediating an agreement. The mediator shall only have the authority to assist the parties in reaching an agreement.

2.0403 **MEETINGS** - Parties will determine a mutually agreed upon time, date, and place for which to meet with a mediator.

2.0404 **COST** - Mediator costs shall be shared equally by the Board and the Association. An expert witness or consultant witness shall be paid by the party requesting the service.

2.0405 **EXPIRATION OF CONTRACT** - The parties may continue mediation/ negotiations until agreement is reached on all issues provided, however, that upon the expiration of the Contract, the Association shall retain the right to proceed in accordance with 4117.14(D)(2) of the Ohio Revised Code, and nothing herein shall be construed to limit the exclusive representative to such right. During and subsequent to submission of the ten (10) day notice, mediation/negotiation may be utilized by the parties.

ARTICLE III - GRIEVANCE PROCEDURE

3.0100 DEFINITIONS

3.0101 **GRIEVANT** - Member or members of the bargaining unit.

3.0102 **GRIEVANCE** - The term grievance shall mean an allegation by the grievant(s) that there has been a breach (violation of contract) or misapplication of any terms of this Contract.

3.0103 **DAYS** - Unless defined otherwise herein, days shall be defined as calendar days. The time limits provided in this article shall be strictly observed and may be extended only by written agreement of the parties. In the event a grievance is filed after May 15th of any year, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.

3.0104 **PURPOSE** - To secure, at the lowest possible administrative level, equitable solution to grievances of all professional personnel.

3.0200 INFORMAL PROCEDURE

3.0201 **INITIAL DISCUSSION** - In the event of a grievance, a grievant shall first discuss the grievance informally with the Superintendent or his designee.

3.0202 **TIME LINES** - Such informal discussion must be raised within twenty (20) days of the occurrence giving rise to the grievance.

3.0203 **NON-RESOLUTION** - If after the informal discussion a grievance still exists, the grievant may invoke the formal grievance steps within ten (10) days.

3.0300 FORMAL PROCEDURE

3.0301 STEP I - SUPERINTENDENT/MANAGEMENT LEVEL PERSONNEL

A. **SUBMITTING OF FORMAL GRIEVANCE** - Grievant must submit a grievance in writing (on prescribed forms) to the Superintendent or other Management Level Personnel who is not a member of the bargaining unit (as defined in 1.0202) a completed statement of the nature of the grievance and provisions of the Contract allegedly violated, showing the date of the occurrence and the relief sought.

B. **MEETING** - Within ten (10) days of the receipt of said form, the Superintendent or other Management Level Personnel shall meet with the grievant, in an effort to resolve the grievance.

C. **RESPONSE** - The Superintendent or Management Level Personnel shall give his/her responses in writing within ten (10) days of the meeting.

3.0302 STEP II - BOARD

A. **TIMELY FILING WITH TREASURER** - Within ten (10) days after receiving the decision of the Superintendent or other Management Level Personnel and assuming no satisfaction or if no decision is rendered within the time limits, a written notice to continue the process must be submitted to the Treasurer of the County Board.

B. **MEETING** - The Board, at its next regularly scheduled meeting, with at least ten (10) days notice, shall meet with the grievant to review such grievance in private.

C. **RESPONSE** - The Board shall give its written response to the grievant within ten (10) days of the completion of the hearing.

3.0303 STEP III - ARBITRATION

A. **FILING FOR ARBITRATION** - Within ten (10) days after receiving the decision of the Board and assuming no satisfaction or if no decision is rendered within the time limits, a written notice to continue the process will be submitted to the Board President. The grievance may then be submitted to arbitration before an impartial arbitrator.

B. **SELECTION OF AN ARBITRATOR** - If the parties cannot agree as to the arbitrator within ten (10) days, the arbitrator shall be selected through the American Arbitration Association in accordance with its rules. The arbitrator will be selected from a list of seven (7) names provided by the AAA. Within ten (10) days of receiving said list, the parties shall communicate and alternately strike names until an arbitrator is chosen.

Each of the parties, however, may within ten (10) days of receiving said list reject the total list received. Only one list, however, may be rejected by the rejecting party and the parties must accept a subsequent list supplied by the AAA.

C. **DECISION OF THE ARBITRATOR**

1. The arbitrator shall have no power to alter, add to, or subtract from the term of this Contract.

2. The arbitrator is specifically prohibited from making any decision contrary to the provisions of O.R.C. 4117.
3. Except in procedural question relating to the Contract, the arbitrator in his decision shall not substitute his judgment for that of the Administration in carrying out its duties.

4. Both parties agree that the award of the arbitrator shall be final and binding.

D. **COSTS**

1. The fees and expenses of the arbitrator shall be borne by the losing party as determined by the arbitrator.

2. Any other costs shall be the responsibility of the party incurring those costs.

3.0400 **MISCELLANEOUS**

3.0401 **RIGHT TO A WITNESS OR REPRESENTATION** - A grievant may have a witness or representative(s) of his/her choice present at any or all steps of the grievance procedure. Administrative responses of the grievance shall be forwarded to the grievant and the President of the Association.

3.0402 **RECORD KEEPING** - All documents, communications, and records (on the prescribed forms) dealing with the processing of a grievance shall be filed separately from the personnel file of any employee involved.

3.0403 **RELEASE TIME** - The grievant will be permitted to have release time during the Informal Procedure and during Step I and II of the Formal Procedure without loss of salary. During Step III, the grievant will have one day of release time without loss of salary; any additional needed time

will be at the Superintendent's discretion. Should the Superintendent deny any additional release time, additional hearing days shall be conducted after the employee workday.

3.0404 **DOCUMENTS** - Upon request, the grievant shall be given copies of basic public documents which are relevant to the processing of the grievance.

3.0405 **FORMS** - For purposes of this Article, the Administration shall develop form(s) that are agreeable to the Association, to be used in the processing of all formal grievances. Said form(s) shall remain in effect for the duration of this Contract. See Appendix C.

ARTICLE IV - RIGHTS

4.0100 ASSOCIATION RIGHTS

4.0101 **EXCLUSIVITY** - As the sole and exclusive employee representative of the bargaining unit during this Contract, the Association shall be entitled to the following privileges not granted any other representative alleging representation of members of the bargaining unit, to the extent allowed by law. Nothing in this Article shall restrict the individual rights of certificated employees:

4.0102 **PAYROLL DEDUCTIONS**

A. **AUTHORIZATION AND APPROVAL** - The Association shall have the right to annual and continuing payroll deductions authorized by the individual member and approved by the Board for payroll deductions.

B. **CERTIFICATION** - Association dues and/or fees and payroll deductions shall be in the amount certified by the employee.

C. **DURATION** - These deductions shall commence with the first day following fourteen (14) day notice and receipt by the Board Treasurer of the certified amount and shall continue for such time until the employee timely notifies the Treasurer to discontinue making said payments.

D. **SEPARATION** - In the event an employee will cease to have right to salary prior to completing deduction of a given amount within that Contract year, the Board Treasurer shall deduct the amount due from the employee's last paycheck.

4.0103 **ASSOCIATION MEETINGS**

A. **ENTITLEMENT** - The GBEA shall have the right to use the county school office building at reasonable times, except that the administration may prohibit such use during the work day.

B. **COST** - Actual costs, above regular costs, for use of these facilities shall be paid by the Association.

4.0104 **USE OF EQUIPMENT**

A. **ENTITLEMENT** - The Association shall have the right to use equipment when not in use for other school business.

B. **APPROVAL** - Use of such equipment shall be subject to approval by the Superintendent.

C. **REIMBURSEMENT** - The Association shall reimburse the Board for supplies used, and shall assume its share of the financial responsibility for loss or damage to said equipment while in use by the Association.

4.0105 **OEA ANNUAL REPRESENTATIVE ASSEMBLY**

A. **ENTITLEMENT** - The Board will permit two (2) duly authorized delegates up to three (3) days leave per school year, without loss of pay or benefits, to attend the official OEA Annual Representative Assembly.

B. **NOTIFICATION** - The Association shall notify the Superintendent, in writing at least five (5) calendar days in advance, of the names of the two (2) delegates and two (2) alternates and the dates of the conference.

C. **ALTERNATES** - It is understood that a designated alternate may substitute for a designated delegate in the event the delegate cannot attend because of unexpected emergency circumstances.

4.0106 **BULLETIN BOARD** - GBEA shall have the right to use bulletin board space for announcements and/or materials.

4.0107 **MAILBOXES** - GBEA shall have the right to use in-office mailboxes.

4.0108 **BOARD AGENDA/MINUTES** - The Association President shall receive copies of the Board agendas and approved minutes upon request.

4.0109 **EMPLOYEE DIRECTORY** - The Association shall have the right to receive a staff directory.

4.0110 **NEWLY EMPLOYED STAFF** - The names, addresses, and assignments of all newly employed staff members shall be supplied to the Association President upon Board approval.

4.0200 **INDIVIDUAL RIGHTS**

4.0201 **RIGHTS UNDER THE LAW** - Nothing contained herein will be construed to restrict or deny the rights that all parties of interest have under the law.

4.0202 **NONDISCRIMINATION** - The Board and the Association agree that appropriate policies and practices will be applied without regard to race, color, creed, national origin, sex, marital status, age, or membership in the Association or its associated activities.

4.0203 **CITIZENSHIP** - The Board agrees that all members of the instructional staff are entitled to full rights of citizenship regardless of race, color, creed, or place of origin.

4.0204 **RIGHTS AND PRIVILEGES** - The employee will be insured all rights and privileges granted in the state and national statute and Constitution.

4.0205 **PARTICIPATION IN PROFESSIONAL AND CIVIC ORGANIZATIONS** - The Board further agrees that members of the instructional staff have the right to participate in professional and civic organizations for their personal benefit and interest so long as such activity does not interfere with their contractual obligation.

4.0206 **NO REPRISALS** - No reprisals will be taken against an employee by reason of his/her utilization of any procedure or activity provided for in this Agreement or in any existing personnel policy.

4.0207 **DISCIPLINE**

A. Disciplinary action will not be taken against a teacher solely on the basis of an oral or written complaint by a parent or student.

B. All discipline shall be for cause and shall be fair.

C. The administration agrees to follow principles of progressive discipline, but may skip steps depending on the severity of the offense.

D. All discipline will be done in private and the bargaining unit member shall be entitled to association representation at any disciplinary meeting. The meeting shall not be unreasonably delayed.

4.0208 **DIRECTORIES** – Directories will be provided to all bargaining unit members.

4.0209 Nothing in this Article shall restrict the individual rights of certificated employees.

4.0210 **SUPPLIES BUDGET** – Supervisors shall notify staff of their budgets every year not later than September 30th.

4.0300 **BOARD OF EDUCATION RIGHTS** - The Board hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and

responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Ohio, and of the United States.

The exercise of these powers, rights, authority, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Contract and Ohio statutes.

ARTICLE V - LEAVE PROVISION

5.0100 SICK LEAVE

5.0101 **ENTITLEMENT TO SICK LEAVE** - Employees may use sick leave for absences due to personal illness, personal injury, pregnancy, exposure to contagious disease, and to serious illness or death in the employee's immediate family.

5.0102 **IMMEDIATE FAMILY** - Shall include the employee's spouse, children, parents, parents-in-law, siblings, grandparents, grandchildren, foster children residing in the home, sister-in-law, brother-in-law, step parent and step child.

5.0103 **ACCRUAL OF SICK LEAVE** - Full-time employees shall accrue sick leave days at a rate of one and one-quarter (1-1/4) days per month for each year under contract. Part time employees shall have their time prorated. The maximum accumulation of sick leave days shall be two hundred sixty (260) days.

5.0104 **TRANSFER OF ACCUMULATED SICK LEAVE** - A certified employee who comes from another public agency in Ohio shall be permitted to transfer the amount of his/her accumulated sick leave from that agency up to the maximum of the accumulated sick leave permitted by the Board.

5.0105 **JUSTIFICATION FOR USE OF SICK LEAVE** - The Superintendent shall require an employee to furnish a statement to justify the use of sick leave. If medical attention is required, the employee's statement shall list the name and address of the attending physician and the dates when he/she was consulted.

5.0106 **SICK LEAVE ADVANCE** - Each employee shall upon a showing of need be advanced five (5) days of sick leave credit at the beginning of the school year. The advance is to be deducted from the future accumulation of sick leave credit the employee earns on the basis of completed months of service under these provisions.

5.0200 PERSONAL LEAVE

5.0201 **ENTITLEMENT TO PERSONAL LEAVE** - The Superintendent shall allow absence of up to three (3) personal leave days for members of the bargaining unit.

A. To transact personal business that cannot reasonably be transacted outside work hours.

B. Affairs of a personal nature that cannot reasonably be conducted outside the regular workday.

C. Emergency beyond the certificated employee's control.

D. Other good and just cause as shall be determined and approved by the Superintendent.

5.0202 **NON-ENTITLEMENT TO PERSONAL LEAVE**

A. Entertainment, recreation, or vacation.

B. Seeking other employment, unless approved by the Superintendent.

C. To extend a vacation or school recess.

5.0203 **RESTRICTIONS**

A. Personal leave is not cumulative.

B. Request for personal leave should be in writing with five (5) days notice prior to the leave on an official form provided by the Office of the Superintendent and must be approved by the Superintendent prior to the date of leave, except in the case of an emergency.

C. Personal leave knowingly utilized in violation of this policy shall be considered as insubordination as defined by O.R.C. 3319.16 and shall result in appropriate disciplinary action up to and including contract termination.

5.0300 **PARENTAL LEAVE**

5.0301 **ENTITLEMENT** - Parental leave of absence shall be granted, upon request, to an employee who becomes pregnant or who becomes a parent by childbirth or adoption.

5.0302 **APPLICATION** - Application for a parental leave shall be made in writing to the Superintendent of Schools not later than thirty (30) days prior to the effective date for such leave, and such request shall state the anticipated duration of the leave.

5.0303 **DURATION** - Said leave shall be an unpaid leave of absence and shall be granted for a full school year or part of the school year in which it is requested. Parental leave may begin at any point in the pregnancy, at or

immediately prior to the time of official adoption, or thereafter for up to one (1) year.

5.0304 **EXTENSION** - Upon request of the employee, and approval of the Board, parental leave may be extended for a period of up to one (1) additional school year, provided the request is made in writing to the Superintendent of Schools as least thirty (30) days immediately preceding the first day of the new leave period.

5.0305 **REINSTATEMENT** - On the expiration date of the parental leave, the Superintendent is obligated to offer the employee a position in this school system in accordance with the status of his/her certification areas. The employee shall resume the contract status which he or she held prior to the parental leave.

5.0306 **TERMINATION OF EMPLOYMENT** - An employee's affiliation with the Board will terminate if the position that is offered is declined, provided it is a position for which the employee is qualified and certified.

5.0400 **ASSAULT LEAVE**

5.0401 **ENTITLEMENT** - Any member of the bargaining unit who is absent from work due to a disability resulting from an assault which occurred in the course of or as a result of Board employment shall be maintained on full pay status during the period of his/her absence up to a maximum of twenty (20) school days per assault.

5.0402 **REQUIREMENTS** - The member of the bargaining unit shall:

A. provide the Superintendent medical evidence of incapacity.

B. agree to make a police report of the incident.

C. cooperate with the authorities to the best of his/her ability.

D. agrees to reimburse the Board for assault leave from any successful litigation concerning the incident that led to the assault.

5.0403 **WORKER'S COMPENSATION** - Assault pay shall be reduced by the amount received by that employee for Worker's Compensation.

5.0404 **SICK LEAVE** - Leave granted under this provision shall not be charged against sick leave earned or earnable.

5.0500 **JURY/COURT LEAVE** - Any employee absent from duty in response to a court subpoena or jury summons shall receive full pay during this period less any jury duty or witness fee received in excess of the bargaining unit member's mileage, meal, and parking expenses for the day(s) in question.

5.0600 **PROFESSIONAL LEAVE**

5.0601 **ENTITLEMENT** - Permission to be absent from school for professional purposes without loss of pay shall be granted and approved by the Superintendent and the Board. Such permission shall be rendered in writing prior to the days of absence.

The supervisors shall notify staff annually of his/her budget for professional development and the deadline to submit the expenses. Staff shall be reimbursed for expenses related to the professional development up to the budgeted amount.

5.0602 **RECOGNIZED PROFESSIONAL PURPOSES** - Leaves may be granted for such activities as attendance at professional meetings, speaking engagements for professional or civic organizations, attendance at professional conferences and workshops.

5.0603 **DURATION OF LEAVE** - Any member of the bargaining unit wishing to attend any conference, meeting, or convention may be absent for such purpose for a period not to exceed one week (five (5) working days) for any one such conference, meeting, or convention upon the approval of the Superintendent.

5.0604 **REIMBURSEMENT OF EXPENSES** - Reimbursement of expenses incurred by the person attending such conference, meeting, or convention shall be made by the Treasurer based upon an established schedule. Maximum expenditure for travel to and from a convention, meeting, or conference will be determined by Board.

5.0605 **RESTRICTIONS**

A. Attendance shall be in the interest of the schools.

B. Conventions shall be confined to the continental United States.

C. A written report of convention activities will be submitted as per guidelines established by the Board.

5.0700 LEAVE OF ABSENCE

5.0701 **DEFINITION** - A leave of absence is a period of extended absence from duty by an employee for which written request has been made and formal approval has been granted by the Board.

5.0702 **ENTITLEMENT**

A. **ILLNESS** - The Board is required upon written request of an employee to grant a leave of absence where illness is the reason for the request. Such leave may commence when the teacher exhausts his/her sick leave.

B. **DISABILITY** - The Board is required upon written request of an employee to grant a leave of absence where disability is the reason

for the request. Such leave may commence when the teacher exhausts his/her sick leave.

C. **SERVICE IN THE ARMED FORCES OF THE U.S.** - Any regular employee who is conscripted or recalled into the armed services of the United States for service or training shall be granted a military leave.

1. Upon discharge, he/she shall be reinstated into the school system in accordance with provisions of the law.
2. His/her contract status shall be that held prior to entering military service with a maximum increment for two (2) years military experience unless the law requires more, providing he/she shall make application for reinstatement not later than ninety (90) days from the date of said release or discharge from military service.

5.0703 **DURATION** - Leave shall not exceed one (1) year. (One additional year may be granted with the approval of the Geauga County Educational Service Center.) All leaves shall be without pay except as otherwise provided by law.

5.0704 **REINSTATEMENT** - On the expiration date of the leave of absence, the Superintendent is obligated to offer the employee a position in this school system in accordance with the status of his/her certification areas. The employee shall resume the contract status which he or she held prior to the leave of absence.

5.0705 **CONTRACT TERMINATION** - An employee's affiliation with the Board will terminate if the position that is offered is declined, provided it is a position for which the employee is qualified and certificated.

5.0706 **MISCELLANEOUS** - Involuntary leaves are subject to state law.

5.0800 **FEDERAL FAMILY AND MEDICAL LEAVE** - Employees who qualify shall be entitled to a leave of absence under the Family and Medical Leave Act of 1993 (FMLA). Such leave shall not limit or lessen the leave provisions of the Agreement. To the extent that provisions of the FMLA are covered by paid leave provisions of this Agreement, the twelve (12) weeks of leave and benefit coverage to which an employee is entitled under the FMLA shall run concurrently with existing paid leave benefits.

ARTICLE VI - WORKING CONDITIONS

6.0100 WORK SCHEDULE

6.0101 WORK YEAR

A. **PSYCHOLOGIST CONTRACTS** - The work year for a psychologist will be one hundred ninety-six (196) days, but they shall be paid as though they work two hundred (200) days.

B. **FULL-TIME TEACHER/SPEECH THERAPIST CONTRACTS** - Full-time teachers/speech therapists shall work one hundred eighty-five (185) days per contract year.

C. **ORIENTATION MEETING** – The Educational Service Center Superintendent will call an orientation meeting at the beginning of each school year for all staff members. The Association President will have thirty (30) minutes of the allotted time to address the staff.

6.0102 **CALAMITY DAYS**

A. **SPECIFIC LOCAL SCHOOL DISTRICT** - Those employees assigned to a specific local school district(s) shall not be required to work when their local school district is closed by the local superintendent (calamity day[s]).

B. **COMPENSATION** - The employee shall be compensated for those days when school is closed; however, if the closed days exceed five (5) days and make-up days are required, the employee shall receive no additional compensation.

C. **OPTION OF COUNTY SUPERINTENDENT** - If the calamity days exceed five (5) days, the County Superintendent reserves the option to move the program to an alternate site to prevent the need for make-up days.

D. **ALL OTHER EMPLOYEES** - For all other employees, on days schools are closed because of bad weather or other emergencies, all employees are required to report to work as soon as they are able to do so.

6.0103 **WORK DAY** - The nature of the duties and responsibilities of employees assigned to the County Educational Service Center shall have flexible hours.

A. **EMPLOYEES ASSIGNED TO LOCAL SCHOOL DISTRICTS** - Certified teaching staff (teachers and psychologists) shall work the adopted schedule for the local school districts they service.

B. **EMPLOYEES ASSIGNED TO THE EDUCATIONAL SERVICE CENTER** - Employees will be expected to work during the hours and on days that the Superintendent's office is open unless special arrangements have been made with the Superintendent.

C. **EMPLOYEES ASSIGNED TO THE STARS PROGRAM** – Shall work a flexible schedule that includes:

1. Extended work days to complete data analysis
2. Attendance at parent training and recreational programs during evenings and weekends
3. Reassignments warranted by student/program conditions
4. Adjustments in planning time
5. Participation in Autism awareness activities, training, and staff development sessions outside of the regular school day
6. Home visitations

D. **EMPLOYEE'S RIGHT TO FLEX SCHEDULE**

Any need to flex an employee's schedule shall be agreed upon by the employee and the supervisor.

E. **SUPPLEMENTAL COMPENSATION** - If the local school district provides additional compensation to their teachers for services beyond the work day, the affected teacher(s) in the bargaining unit shall be compensated the same or shall not be required to participate in the activity. The teacher shall notify the County Superintendent of any such request(s) prior to performing the service(s) and a determination shall be made whether to compensate the teacher or not require the teacher to perform the service(s).

F. **PLANNING TIME** - Teacher members of the bargaining unit shall be provided one (1) instructional uninterrupted period for planning each work day. The length of this planning period will vary depending on where the teacher is located in that school district. All teacher members shall get a minimum thirty (30) minutes of uninterrupted planning time per day.

G. **LUNCH PERIOD** - Each member of the bargaining unit shall have a thirty (30) minute duty-free uninterrupted lunch period.

H. **CONTRACTED DAYS** - Each employee must work the stipulated number of contracted days per contract year as assigned by the Superintendent. Employees assigned to a school district whose starting and ending times differ with those assigned to the county office, shall have his/her hours adjusted with the approval of the Superintendent.

I. **STEP UP TO QUALITY**

Supervisors shall write, upload and submit any document for the Step Up To Quality accreditation process. Teachers shall submit required and necessary information to enable supervisors to complete the process.

6.0200 EMPLOYMENT CONTRACTS

6.0201 **WRITTEN CONTRACTS** - All members of the bargaining unit shall be employed by individual written contracts. The terms and conditions of the

negotiated agreement shall be understood to be incorporated into all individual employment contracts.

A. **PSYCHOLOGISTS** - Psychologists shall receive limited contracts for a period from one (1) to no more than four (4) years, based upon the recommendation of the County Superintendent. The normal progression of contract status will be as follows:

1.	First Contract	1 Year
2.	Second Contract (based upon an evaluation)	1-3 Years
3.	Third Contract (based upon an evaluation)	1-4 Years

B. **TEACHERS' LIMITED CONTRACTS** - Limited contract teachers shall be issued a one (1) year contract for the initial year of employment. Thereafter, limited contract teachers shall be issued two (2) year contracts.

C. **EVALUATION** - If an evaluation of the employee indicates deficiencies at the time the employee's contract is due for consideration for renewal, the employee may be recommended for a lesser number of years than the normal progression stated above.

D. **TENURE** - Teachers who meet the State Department certification and/or licensure requirements to be eligible for a continuing contract, and 1) for those who were initially licensed prior to 1/1/11 and have successfully completed three (3) years of the last five (5) years of service with the County Educational Service Center, and 2) for those who were initially licensed after 1/1/11, has held a license for seven (7) years and has taught for at least three (3) of the last five (5) years at the Geauga County Educational Service Center, shall be eligible for tenure. Tenure under this section shall only apply to employment by the County Educational Service Center.

E. **ALL INDIVIDUAL CONTRACTS** - All individual contracts entered into between the bargaining unit member and the Board shall be consistent with the terms and conditions of this Contract.

F. **EXTENDED TIME CONTRACTS** - Board shall determine if and when it will or will not enter into an extended time contract.

6.0300 INFECTIOUS AND COMMUNICABLE DISEASES/LICE/INSECT/PARASITE INFESTATION

Medical procedures for children with specific needs shall be handled by a registered nurse or a delegated staff member. One additional staff member shall be available whenever a procedure is being administered.

6.0301 **DISEASE CONTROL** - The Employer will maintain a program of infectious and communicable disease control in accordance with applicable laws concerning release of information.

6.0302 **DISCRIMINATION** - An employee who has been exposed to or who contracts a chronic communicable disease will be treated no differently than an employee on any other medical disability. No employee will be subjected to indiscriminate testing or testing which is not in accordance with the law. The Employer will not discharge any employee nor otherwise discriminate against any employee with respect to wages, hours, terms or other conditions of employment on the basis of the fact that such employee has contracted a chronic communicable disease. The Employer will comply with all laws regarding the civil and constitutional rights of all employees.

6.0303 **ADMINISTRATION** - Hepatitis B Virus vaccination will be offered at no cost to any teacher who wishes to receive it and whose health care insurance does not provide coverage. This provision will cover administration of the vaccination only by the district's school nurse who will administer the first vaccination on the first in-service day of school and will provide the follow-up vaccinations at the designated intervals on a building by building basis.

6.0304 **OSHA** - The parties will comply with current OSHA Bloodborne Pathogen Rules and Regulations.

6.0400 LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

6.0401 **PURPOSE** - A Local Professional Development Committee (LPDC) will be established to oversee and review professional development plans for course work, continuing education units, designation of Master Teacher and/or other equivalent activities.

6.0402 **TERM OF OFFICE** - The term of office for members serving on the committee will be two (2) years, staggered terms:

Year 1 - one (1) teacher/one (1) administrator (Superintendent or his/her designee) terms expire;

Year 2 - two (2) teachers/one (1) other employee terms expire.

Thereafter, two (2) year terms.

6.0403 **COMMITTEE COMPOSITION AND SELECTION**

A. **COMPOSITION** - The committee will be comprised of five (5) members as follows:

three (3) teachers
one (1) administrator
one (1) other district employee

B. **SELECTIONS** - The three (3) teachers will be selected by the GBEA President. The administrator member (Superintendent or his/her

designee) and the other employee member will be selected by the superintendent.

C. **VACANCY(IES)** - In the event of a vacancy, the committee member will be replaced for the unexpired term in accordance with B., above.

6.0404 **CHAIRPERSON** - The committee chairperson will be annually determined by majority vote of the committee members.

6.0405 **DECISION MAKING** - Decisions will be made by majority vote of the committee members present and voting.

6.0406 **TRAINING**

A. **TRAINING** - Members of the LPDC will be afforded the opportunity to attend training on the purpose, responsibilities, functioning, and legal requirements of LPDC's.

B. **COMPENSATION FOR TRAINING** - If the available training is during work hours, the committee members will be given paid release time to attend. Inservice expenses will be paid (food, lodging, registration, and mileage).

C. **EXPENSES** - LPDC members will be reimbursed for all actual and necessary expenses incurred as part of the training.

D. **EQUIVALENT ACTIVITIES** - LPDC training for committee members will constitute appropriate "equivalent activities" for purposes of the committee members own individual development plans if they so decide by majority vote.

6.0407 **MEETINGS AND COMPENSATION**

A. **MEETINGS** - The LPDC will meet as often as the members deem necessary to complete their work, but in no case more than ten (10) times per year. Not later than September 10 each year, the committee will post in each building their meeting schedule. Additional meetings may be scheduled as necessary.

B. **COMPENSATION** - Committee members will be paid a stipend of one thousand dollars ($1,000.00) for committee work performed outside the regular workday or work year.

6.0408 **APPEALS PROCESS**

A. Educators up for renewal will be provided with a copy of the approval guidelines/criteria prior to development and submission of their IPDP for review. If the IPDP or course on an IPDP is rejected, the LPDC will communicate to the educator the reasons for the rejection. In the event the LPDC does not approve an individual professional development plan (IPDP) or course (only after IDPD

has been approved), the licensed employee may resubmit a proposal which has been refined or revised in areas specified by the LPDC within 14 calendar days after receipt of the LPDC decision.

If the educator has any questions or concerns, they are encouraged to contact their LPDC representative.

B. Reconsideration

If an educator disagrees with an LPDC decision, the educator first will be given the opportunity to meet with the LPDC in person to discuss the IPDP and/or credit request to present his/her case to the LPDC. A written request for inclusion on the agenda must be submitted to the LPDC chairperson no later than 14 calendar days following the notification of the denial.

Written notification of the LPDC decision shall be provided within 14 calendar days of the face-to-face reconsideration. If the educator and the LPDC agree on a resolution, the resolution will be documented and will become part of the official minutes. If, however, the parties do not reach a mutually acceptable resolution, then the educator may appeal to a third-party review.

C. Third-Party Review

For circumstances in which the reconsideration process does not yield a mutually acceptable resolution, the LPDC will provide for a third-party review and decision. The panel will review the LPDC decision and either uphold or overturn the decision on evidence of fidelity to the LPDC's procedures:

- Did the educator comply with the LPDC criteria, procedures and timelines?
- Did the LPDC abide by its operational procedures?
- Etc.

The LPDC will assemble a panel consisting of one licensed educator selected by the LPDC; one licensed educator selected by the educator seeking resolution; and one licensed educator selected by mutual agreement of the Superintendent and the Association President. These three individuals will function as a panel to review the LPDC decision and either uphold or overturn the decision. The decision will be final and not subject to the grievance procedure.

6.0500 **JOB SECURITY** - The Board shall follow the procedures outlined in the O.R.C. Section 3319.11, 3319.16, 3319.161 for contract termination in relation to administration and/or bargaining unit contracts.

6.0600 **NONDISCRIMINATION** - The Board and the Association agree that neither party shall discriminate against each other or against any employee on the basis of race, color, creed, sex, or religion as applied to the terms of this Contract.

6.0700 **PERSONNEL FILES**

6.0701 **MAINTENANCE** - An official personnel file shall be maintained for all employees in accordance with Ohio law, in the Geauga County Educational Service Center Office.

6.0702 **RECORDS** - The following records must be provided to the administration by all members of the bargaining unit for the personnel file, within one (1) month of appointment.

A. A complete transcript of college credits.

B. A copy of each teaching or educational certificate held.

C. A copy of discharge papers from the armed services of the United States, if available.

D. Any other records required by law, the Superintendent, or the Geauga County Educational Service Center.

E. All written formal evaluations.

6.0703 **EXAMINATION OF FILE** - A member of the bargaining unit may examine his/her personnel file upon request and upon the availability of the Superintendent or designee and shall be entitled to one (1) copy of any document contained therein excepting confidential letters of recommendation. Additional copies will be provided at the bargaining unit member's cost.

6.0704 **REPLY TO FILED INFORMATION** - A member of the bargaining unit shall be entitled to attach a reply to any document contained in the file.

6.0705 **PROHIBITION AGAINST ANONYMOUS INFORMATION** - No anonymous letter, report, or communication shall be included in the employee's personnel file.

6.0706 **FILE ACCESS** - The personnel file shall be maintained in a secure and private area and be available as set forth by O.R.C.149.43 and O.R.C. Chapter 1347.

6.0800 **REDUCTION IN FORCE**

6.0801 **REDUCTION IN FORCE** - No employee may be reduced except in accordance with the requirements and procedures of O.R.C. 3319.17.

A. A reduction in the number of bargaining unit members may be made by the Board if the Board determines that such a reduction is necessary due to a decrease in the enrollment of pupils, a return to duty of regular bargaining unit members after leaves of absence, the suspension of schools or territorial changes affecting the District, or demonstrable financial reasons. "Financial reasons" means the Board has a current or projected deficiency of funding to maintain current or to sustain projected levels of staffing and operations.

B. To achieve such a reduction, the Board may proceed to suspend contracts in accordance with the recommendation of the Superintendent. In making his/her recommendations, the Superintendent will give preference first to bargaining unit members on continuing contracts and then to bargaining unit members on limited contracts.

For OTES personnel, the order of RIF in both groups of limited and continuing contract personnel shall be determined by their performance as indicated on their evaluations. If the evaluations of more than one teacher are comparable, the least senior of that group shall be reduced first.

For NON-OTES personnel, employees shall be reduced by seniority within each group of limited and continuing contracts personnel.

C. No bargaining unit member shall have his/her continuing or limited contract suspended with an effective date during the term of the normal school year.

D. **COMPARABLE EVALUATIONS**

Suspension of MBUs and recall of eligible MBUs whose contracts have been suspended pursuant to a RIF, will not be based upon seniority, except in circumstances when choosing between OTES MBUs with "comparable evaluations" or non-OTES MBUs. The application of the term "comparable" as applied to teacher evaluations shall be based on the following:

Comparable evaluation shall be defined as follows:

a. All Ineffective OTES-rated MBUs will be considered "comparable" to each other.

b. All Developing OTES-rated MBUs will be considered "comparable" for each other.

c. All Accomplished and Skilled OTES-rated MBUs will be considered "comparable" to each other.

6.0802 SENIORITY

A. **SENIORITY LISTS**

1. Administration/supervisory lists shall include those employees listed in Section 1.0201, A.-K.

2. Teacher lists shall include those employees listed in Section 1.0201, A.-L. (1.-3.).

B. **POSTING OF SENIORITY LIST** - The Board shall post the seniority lists within sixty (60) days of ratification of this agreement and thereafter by November 15 of each year and sent to association president.

C. **DISCREPANCIES** - The employees shall have thirty (30) calendar days to file in writing to the Superintendent of any discrepancies or errors to the list(s). If the employees file no objections, then the list(s) shall be deemed correct until the next posting, and the employee waives his/her right to challenge the list until the next year's posting.

D. **SENIORITY DEFINED** - Seniority shall be defined as continuous service from the first day worked in a bargaining unit position as defined in Section A., Seniority Lists, above. However, if a teacher moves to an administrative/supervisory position, the teacher shall be placed at the bottom of that list. The teacher will begin accruing seniority from the first day worked in the new position. The teacher will retain his/her years of continuous service under the other seniority list. Likewise, if a part-time employee moves to full-time status, the employee shall retain his/her years of part-time service and shall be placed at the bottom of the full-time list.

E. **ACCRUAL OF SENIORITY**

1. Seniority will accrue for all time an employee is on active pay status or is receiving worker's compensation benefits, and will not be broken by legal work stoppage.

2. Time spent on inactive pay status (unpaid leave or layoff) will not contribute to the accrual of seniority but will not constitute a break in seniority.

F. **PART-TIME EMPLOYEES** - Part-time employees may not bump into full-time positions. Part-time employees may only bump a less senior part-time employee if their job is eliminated and only with the approval of the contracting school district and the County Superintendent.

G. **EQUAL SENIORITY** - A tie in seniority will occur when two (2) or more employees have the same amount of seniority credit as

determined by the seniority list. Ties in seniority will be broken by the following method of order to determine the most senior employee:

1. The employee who has worked in a full-time position versus a part-time position; then

2. The employee with the greatest number of days under a regular contract; then

3. Previous interrupted employment with the school district as a long-term substitute; then

4. Previous employment as a Geauga School Employee; then

5. By lottery, with the most senior employee being the one whose name is drawn first, etc. This procedure will be implemented in the presence of a designated Association representative.

6.0803 **RECALL**

A. **DURATION OF LAYOFF** - Recall for nontenured teachers and administration/supervisory employees will be eighteen (18) months or the length of their contract from the date of suspension. The timeframe for recall rights for tenured teachers will be as per Ohio Revised Code. The recall will be called for if a vacancy exists or if a new position is created for which the employee holds certification at the time of recall and in accordance with the positions as described by the respective seniority lists. Recall shall be determined by the employee performance on evaluations. Where the employees' evaluations are comparable, as defined in Section 6.0801, recall shall be determined by seniority.

B. **NOTIFICATION** - In such cases, the employee will be notified by certified letter at his/her last known address, and the teacher will have seven (7) days from date of delivery to reply by same of his/her intention for accepting the position offered. The employee will have up to twenty-one (21) days from date of delivery of the letter of recall to report for duty unless otherwise agreed to by the Board. All reasonable efforts will be made to report to duty as soon as possible. If the employee does not meet any one of the above stipulations for recall and has no reason satisfactory to the Board for excusing such failure, he/she will be deemed to have forfeited recall rights.

6.0900 **EVALUATION PROCEDURES**

6.0901 **EVALUATIONS** - All non-teacher employees (those who spend less than 50% of their time engaged with students' instruction) will be evaluated according to the Ohio Revised Code on the form found herein Appendix D-1. Employees listed under section 1.0201 A-I are under administrative statutes.

6.0902 **CONTRACT RENEWALS** - All employee contracts renewals and non-renewals will be according to the Ohio Revised Code and cannot be grieved through this negotiated contract.

6.0903 **DEFICIENCIES** - If deficiencies are noted on an employee's evaluation form, the supervisor will meet with the employee no sooner than three (3) work days or longer than ten (10) work days and mutually develop a plan of improvement unless the employee does not elect to participate in the development of the plan. In that case it will be noted on the improvement plan that the employee has waived this right to participation. Appendix D-2 will be used to document the plan. This section is in addition to the statutory provisions and outside the timelines required in the statute. The three to ten day timeline for this provision only may be waived by mutual agreement for good cause.

6.0904 **OTES EVALUATION PROCEDURES**

A. All bargaining unit members employed under a teacher's contract will be assessed using the complete OTES model as developed by the Ohio Department of Education. Teachers who provide instruction less than 50% of the school day will be assessed using only the teacher performance standards portion of the OTES system.

B. All School Psychologists, Speech Therapists, and non-bargaining unit Geauga County Educational Service Center employees will be assessed utilizing the current GCESC evaluation form and supplemented with pilot rubrics applicable to their specific areas.

C. OTES TEACHERS – The Board adopted Standards-Based Teacher Evaluation policy is incorporated into this CBA in the Appendix.

Consistent with Ohio Teacher Evaluation System ("OTES"), the parties affirm that value-added and other student growth measure data derived from assessments taken in one school year shall be combined with performance ratings that are assigned in the next school year to achieve an annual summative evaluation rating.

1. The Standards-Based Teacher Evaluation procedures contained in this Master Agreement apply to the following employees:

   a. Teachers working under a license issued under Ohio Revised Code Sections 3319.22, 3319.26, 3319.222 or 3319.226 who spend at least fifty percent (50%) of their time providing content-related student instructions.

   b. Teachers working under a permanent certificate issued under Ohio Revised Code Section 3319.222 as it existed prior to September, 2003, who spend at least fifty percent (50%) of their time providing content-related student instruction.

c. Teachers working under a permanent certificate issued under Ohio Revised Code Section 3319.222 as it existed prior to September, 2006, who spend at least fifty percent (50%) of their time providing content-related student instruction.

d. Teachers working under a permit issued under Ohio Revised Code Section 3319.301 who spend at least fifty percent (50%) of their time providing content-related student instruction.

2. Teacher evaluations will utilize multiple factors, with the intent of providing meaningful feedback to each teacher and assigning an effectiveness rating based in equal part upon teacher performance and student growth. Each teacher evaluation will result in an effectiveness rating of:

   a. Accomplished;
   b. Skilled;
   c. Developing; or
   d. Ineffective.

   Fifty percent (50%) of each evaluation will be based upon teacher performance and fifty percent (50%) on multiple measures of student growth as set forth herein.

   Data used to determine the student growth measures will vary depending on the category of the teachers (see attached Teacher Categories).

3. Teacher performance will be evaluated during formal observations and periodic informal observations also known as "classroom walkthroughs". Such performance, which will comprise fifty percent (50%) of a teacher's effectiveness rating, will be assessed through a holistic process by trained and credentialed evaluators based upon the following *Ohio Standards for the Teaching Profession*. Teacher performance is evaluated based on the attached rubric. The evaluation forms are attached.

D. **FORMS** – following list of OTES forms will be used to complete the OTES teacher evaluation.

Self-Assessment Summary Tool (ODE) for teacher use only:
1. Professional Growth Plan (ODE) Form
2. Improvement Plan (ODE) Form
3. Classroom Walkthrough Form (ODE) Form
4. Pre-Observation Teacher Reflection Guide (On line) Form

5. Teacher Performance Evaluation Rubric (ODE) Form
6. Post-Observation Conference (ODE) Form
7. Final Summative Rating of Teacher Effectiveness (ODE) Form
8. Pinning in eTPES is equivalent to signing a document under this section.

E. SEQUENCE OF EVALUATION ACTIVITIES

1. Teachers complete the Self Assessment Survey during the month of August for purposes of identifying two (2) priorities or for the upcoming school year. The survey is for teacher use only and is not included in the gathering of evaluation evidence/documents.

2. The Professional Growth Plan will be used to focus on accelerating and continuing teacher growth for teachers who are "Accomplished", "Skilled" and "Developing". The Teacher and Evaluator will discuss and agree upon the Professional Growth Plan. The Professional Growth Plan is to be completed by September 30th annually.

3. The Evaluator and Teacher schedule the first cycle observation between November 1st and January 1st.

4. In addition to the two scheduled observations, classroom "Walkthroughs" (also termed Informal Observations) will occur on an unannounced basis during the school year. Walkthroughs shall be three (3) to ten (10) minutes in length. The purpose of this activity is to:

   a) Provide opportunity to gather evidence of instruction over a series of short classroom visits;
   b) Offer a process for giving targeted evidence-based feedback to teachers;
   c) Offer a means for the Evaluator/Supervisor to visit classrooms more frequently and more purposefully.

   The teacher will be provided with a record of the walkthrough within two (2) working days using (ODE) Form.

5. The Teacher completes and provides to the Evaluator the Pre-Observation Teacher Reflection Form at least two (2) workdays, but no more than five (5) workdays prior to the scheduled observation. The teacher must discuss the upcoming lesson plan in the reflection.

6. Two observations will be conducted each school year unless the teacher has been rated "Accomplished" or "Skilled" in the most recent cycle and has maintained average or above in student growth, in which case, s/he is to be evaluated every three years

or every two years, respectively. The teacher in an off year shall have one informal observation and post-conference. Teachers shall be required to write SLOs every year. A third observation is required when contract non-renewal is a consideration. The first observation must be completed by January 15th; the second observation must be completed no later than April 1st. The final summative conference must be completed by May 1st. A written report shall be provided to the teacher not later than May 10th.

7. If a teacher submits notice of their retirement prior to December 1st, the teacher shall not be evaluated.

8. If a teacher is on leave 50% or more of the school year, the teacher shall not be evaluated that year.

9. Procedures

   a. The scheduled observation will be a minimum of 30 minutes or a full class period but not more than fifty (50) minutes.

   b. The Evaluator will use the ODE interactive OTES Performance Evaluation Rubric Form to document evidence observed in the classroom.

   c. The Evaluator will utilize the rubric to assign a performance rating to the observation. The ratings utilized are "Accomplished", "Skilled", "Developing" and "Ineffective". The Post-Conference Planning Form is used by the Evaluator to develop up to three (3) reflective questions aligned with the area of reinforcement and three (3) reflective questions aligned with the area of refinement.

   d. The Post Conference is scheduled within ten (10) workdays following the observation. Teachers receiving a summative rating of "Ineffective" will use the Improvement Plan during the conference to identify action steps to improve performance. The sources of evidence that will be used to document the completion of the plan will be indicated in writing. The Plan shall include:

      i) Specific performance expectations, resources and the assistance to be provided;
      ii) Reasonable timelines to complete the plan;
      iii) Professional indicators documented as ineffective through the formal evaluation process.

10. Collections of instructional evidence including data from student growth measures must be completed by May 1st of each academic year.

11. The Final Summative Rating of Teacher Effectiveness is based upon Proficiency on Standards (50%) and Student Growth Measures of Effectiveness (50%). Teachers receiving an overall rating of "Ineffective" will participate in the development of an Improvement Plan. The bargaining unit member may have a union representative at any meeting under this process. The attendance of a union representative may not unreasonably delay any meeting.

12. The teacher may provide additional information to the Evaluator within ten (10) working days of receipt of the Summative Rating Form and may request a second conference with the Evaluator. Any additional information will become part of the summative record.

13. If applicable, written notice of non-renewal will be provided to the teacher by June 1st.

14. The ODE Walkthrough Form (Form-3) will be used to record the Walkthrough. The teacher will be provided with the completed record, within 2 working days after the walkthrough, each time a walkthrough occurs. Data from walkthroughs is included in the teacher's year-end Summative Evaluation.

15. Summative Data for each teacher will be entered into the ODE web based system, eTPES, as required by statute.

16. An employee may have the Association representation in any evaluation meeting, but meetings shall not be unreasonably delayed.

F. **STUDENT GROWTH DATA** – The Board and the Association shall collaboratively develop student growth measures to be utilized in the Evaluation process. Student growth measures shall be determined not later than September 30th annually unless the district where the program is located requests the teacher to use the same SGM the district is using. If this deadline is not met, the parties' negotiation teams shall meet to bargain to agreement the student growth measures not later than October 15th annually.

G. The Board agrees to consider the following factors, in addition to a teacher's final summative evaluation rating, when making an employment decision (e.g., renewal, non-renewal, promotion, termination) involving a teacher:

1. Whether the teacher supervised a student teacher and whether that may have impacted the teacher's student growth/value-added rating.

2. Whether the teacher was on an extended (60 days or more) leave of absence (e.g., sick leave, maternity leave) and whether

his/her leave may have impacted the teacher's student growth/value-added rating.

3. Whether one (1) or more students assigned to the teacher's class was absent forty-five (45) or more days during the school year (or twenty-three (23) or more days on a semester alternative block schedule), and whether such absences may have impacted the teacher's student growth/value-added rating.

4 If a performance rating was affected by one or more of the preceding factors, it will be documented in the teacher's summative evaluating report.

H. Any mandated legislative change to student growth measures shall be incorporated automatically.

6.1000 VACANCY/TRANSFERS/POSTING

6.1001 **DEFINITION OF VACANCY** - Any open position which occurs through a leave of absence, retirement, resignation, termination/nonrenewal, transfer, promotion or a newly created position within the bargaining unit.

6.1002 **POSTING** - Employees will be notified of all bargaining unit vacancies by the posting of job notices in the County Board Office. The Board will make reasonable attempts to notify the employees by email. Deadlines and qualifications for application will be included in the notice. Posting shall take place at least five (5) days prior to filling the vacancy. All timely employee applications shall be considered.

6.1003 **TRANSFER** - The transfer of certificated employees shall be the responsibility of the Superintendent.

A. Each employee may be transferred to any other position for which he or she is qualified and certified. However, no employee shall be transferred to a position which shall result in a pay reduction unless mutually agreed upon by the employer and the employee. In this case, the Association shall be notified.

B. Transfer may be made on the request of the Superintendent, an administrator, supervisor, employee, and for any purpose that, in the judgment of the Superintendent, is for the welfare of the employee or the schools.

C. A transfer may be requested by a member of the bargaining unit when there is a valid reason. Possible reasons are: years of employment at Geauga County Educational Service Center; more adequate training for another assignment; better qualifications to work at a different grade level or in a different position; or ability to work at a high level of effectiveness in another situation. A request for transfer does not guarantee that such a transfer will be made.

D. Employees are encouraged to discuss transfers with the appropriate supervisor and the Superintendent.

E. Members of the bargaining unit shall be given at least ten (10) days advance written notice of transfer.

6.1004 **ASSIGNMENT** - Assignment is the sole and absolute responsibility of the Superintendent.

6.1100 **COMPLAINT PROCEDURE**

1. When a complaint is lodged with an Administrator or Supervisor:

   a. The person making the complaint will be referred to the employee.

   b. If the complainant(s) and the employee(s) are unable to resolve the situation, a meeting shall be held between the employee(s), the complainant(s), and the administrator in an effort to resolve the complaint

   c. If the complaint remains unresolved it will progress to the Supervisor and then to the Superintendent.

2. The employee(s) who is/are the subject of the complaint will be notified that an investigation is being held.

3. The employee will be informed of the results of the investigation and shall be granted the opportunity to respond.

4. The employee(s) will be entitled to Association representation at every level.

6.1200 **COMMUNICATION COMMITTEE** – A communication committee will be established with members appointed by the superintendent and the association president. There will be a minimum of four meetings per year. If either party requests more frequent meetings, the other party will establish an additional meeting in a reasonable period of time. It is encouraged that the agenda items be exchanged one week in advance so both parties can be prepared with the appropriate people present and information gathered for productive discussion.

ARTICLE VII - COMPENSATION

7.0100 **SALARY**

7.0101 **SALARY SCHEDULES** – Base salaries shall not increase during the term of the Agreement. Appendix A-1 shall be in effect for the 2016-2017 school year. Appendix A-2 shall be in effect for the 2017-2018 school year. Appendix A-3 shall be in effect for the 2018-2019 school year. Placement on the schedules shall be according to the Ohio Revised Code. A teacher shall advance one (1) step on the salary schedule after the teacher has completed the equivalent of one hundred twenty (120) full-time days. The

step increase will take place with the subsequent contract after the full one hundred twenty (120) full-time equivalent workdays have been satisfied.

Teachers hired for the STARS Program shall be placed on the salary schedule based on the experience level plus five (5) experience steps for extra duties beyond the traditional school calendar. *(This was deleted by accident after the 2007-2010 Agreement).*

See Appendix A-1 attached

Each MBU shall be paid a lump sum of $1,100.00 (eleven hundred dollars) each year of the contract. There shall be no step movement on the salary schedule for the 2016-2017, 2017-2018 and 2018-2019 school years.

7.0102 **SALARY PAYMENTS** - Salary payments shall be made on the thirteenth (13th) and twenty-eighth (28th) of each month at the rate of one-twenty-fourth (1/24) of the annual contract less deductions. If a payday falls on a Saturday, Sunday, or holiday, the payday shall be the immediate preceding workday.

7.0103 **LONGEVITY BONUS**

a. Employees with six to ten years (6-10) of consecutive service with the Geauga County Board of Education shall receive a eight hundred and fifty ($850.00) lump sum payment at the end of each school year.

b. Employees with eleven (11) or more years of consecutive service employment for the Geauga County Board of Education shall receive a one thousand and one hundred dollars ($1,100.00) lump sum payment at the end of each school year.

c. Employees must work 120 days to qualify for the longevity payment or to have the year count towards longevity. An employee who works less than 120 days shall be paid a pro-rated amount of the longevity payment, based on a full payment at 120 days.

7.0104 **TERMINATION OF EMPLOYMENT** - In the event an employee's individual contract is terminated by either party during the contract year, the balance of the contract due the employee shall be paid at the next scheduled pay date after the termination date.

7.0105 **PAYROLL DEDUCTION**

A. **ENTITLEMENT** - Payroll deductions, except as otherwise stated herein, shall be in the amount designated by the employee and shall be delivered in accordance with statements, schedules, and billings issued by the receiving agency for each deduction.

B. **EMPLOYEE REQUESTS** - Payroll deductions for Association membership dues, assessments, fees, and political contributions shall be made in accordance with the employees' requests for such deduction.

C. **INSURANCE DEDUCTION** - Optional payroll deduction(s) of the cost of any insurance coverage(s) that is not provided by the Board and which has been authorized by the employee shall be made from the second pay of each month beginning in September and ending in August of the following year.

D. **TAX-SHELTERED ANNUITIES** - Optional payroll deduction of the cost of tax-sheltered annuities that have been authorized by the employee shall be made from each pay of each month.

E. **DELINEATION OF DEDUCTIONS** - The Board shall continue all payroll deductions provided in the previous school year, and shall include, but shall not be limited to, the following:

1. Credit Union
2. Association Membership Dues
3. Federal Tax and Fees
4. State Tax
5. Insurance Deductions
6. City of Residence Tax (multiple rate flexibility limited to capabilities of payroll program)
7. Tax Sheltered Annuities (each employee shall be allowed an annuity program of his/her choice).

Payroll deductions required by law or authorized by this Contract are the only deductions which the Treasurer is required to make.

F. **TERMINATION OF DEDUCTIONS** - An employee may terminate payroll deductions as of the next pay date, by providing at least five (5) days written notice to the Treasurer and the recipient of the deducted monies.

G. **REPORT TO ASSOCIATION** - If requested, the Association President shall receive a report from the Treasurer one time per month for those deductions listed in Section 7.0105, B., as to whether or not bargaining unit members have stopped payroll deductions.

7.0200 MILEAGE

7.0201 **ENTITLEMENT** - The Board shall pay for authorized automobile expense an amount equal to the per mile allowance being utilized by the Internal Revenue Service.

Any mileage incurred as a result of required work shall not be denied. Mileage between home and employee's designated work site does not count in the calculation of mileage.

7.0202 **MODIFICATION** - The Board shall modify the mileage allowance up or down in accordance with the allowance in effect by the Internal Revenue Service at January 1 of each year of this Contract. If the IRS modifies its rate in the middle of a year, the Board will modify its rate accordingly.

7.0203 EFFECTIVE DATE - The modification will be made effective January 1 of each year and continue through December 31 of each year.

7.0300 RESIDENT EDUCATOR PROGRAM

Participants in the resident educator program will participate in the Geauga County ESC Resident Educator program or an equivalent program approved by the board.

A. A resident educator teacher is an individual in the first four (4) years of employment under a teaching or educational personnel certificate who will be provided formative assistance by a mentor teacher. The aforementioned individual must participate in the resident educator program as a matter of Ohio law. As a part of the resident educator program, a mentor teacher will be assigned to provide professional support.

B. MENTOR ELIGIBILITY CRITERIA

Bargaining unit members must meet the following criteria to be eligible for assignment as a mentor teacher:

1. Have at least three (3) years of teaching experience.

2. Have completed an organized or approved mentor training program;

3. Have completed a state-approved mentor training program;

4. Attend mentor meetings as called for in the Resident Educator program;

5. Agree to use the State model when observing the mentee; and

6. Keep a log of time, date and list of mentoring activities, including a list of dates and activities and amount of time devoted to same.

7. Best efforts will be made to assign Mentors/Facilitators to Resident Educators in the same job classification and location.

8. Assignments shall be made not later than September 15th of each school year. New resident educators shall be assigned a mentor within 30 days of employment.

C. **CONFIDENTIALITY** – Members shall communicate directly with the resident educator and shall not discuss/report the performance/progress

of the resident educator to any administrator/assessor or other teacher. No mentor teacher shall participate in the evaluation of a resident educator nor make any recommendation on continued employment.

D. **MENTOR STIPEND** – Each mentoring/facilitating teacher will receive a stipend of one thousand one hundred dollars ($1,100.00) per resident educator in years one and two. In years 3 and 4, the mentor shall be paid $550.00 per resident educator.

E. **RELEASE TIME** – Each mentor/facilitator shall be given adequate release time to meet with the resident educator.

7.0400 **ROOM OR BUILDING MOVE** – Moves will be during the work day or there will be compensation at the employee's per diem rate.

7.0500 Any workshops or courses that are prescribed for improvements for deficiency will be paid by the employer.

7.0600 **ATTENDANCE BONUS**

A. **PERFECT ATTENDANCE** – An employee who works 180 days who does not use any sick leave in a school year shall receive two (2) days of compensation at their current level of the salary schedule for the school year in which perfect attendance was achieved.

B. **ONE DAY ABSENT** – An employee who works 180 days who uses one (1) day of sick leave in a school year shall receive one (1) day of compensation at their current level of the salary schedule for the school year in which one day of absence was achieved.

C. Use of personal days shall not affect the employee's attendance for the purpose of this section.

ARTICLE VIII - BENEFITS

8.0100 **INSURANCES**

MEMBERSHIP - Any change in the present health care coverage provided to members of the bargaining unit represented by the teachers association will be mutually agreed to by the Geauga County Board of Education and the Geauga Board Employees Association.

If the present insurance carrier or other insurance providers notify the Geauga County Board of Education of any change in benefits in Sections 8.0101, 8.0102, 8.0103, and 8.0105 during the duration of this Contract, then representatives of the Geauga Board Employees Association and representatives of the Geauga County Board of Education will meet within thirty (30) days in in-term bargaining to address the change(s).

8.0101 **TRADITIONAL HOSPITALIZATION/MAJOR MEDICAL PLAN**

There shall be an increase in deductible to $400/$800. The maximum out of pocket is $800/$1,600 (which include the deductible).

See Appendix for the specifications.

A. **GENERAL PROVISIONS**

1. **BOARD CONTRIBUTION**

a. The Board will pay for members of the instructional staff eighty percent (80%) of the cost of single and eighty percent (80%) of the cost of family hospitalization and major medical insurance coverage.

b. If both the husband and wife are employed by Geauga County Board of Education, they may elect to have the Board pay one hundred percent (100%) of the cost of single or family hospitalization and major medical coverage.

If employee's spouse can get insurance elsewhere and chooses to do so, the Employee shall be paid an additional $500.00 per year. The Employee must show documentation of proof of coverage elsewhere.

c. If the employee chooses not to take the hospitalization/major medical plan the Board will pay that employee through a 125 plan a stipend of two thousand one hundred dollars ($2,100) annually.

2. **ADDITIONAL VOLUNTARY INSURANCE**

a. Any cost of additional voluntary insurance programs will be deducted from the employee's salary upon written authorization to that effect from the employee.

b. The employees will have the option of choosing the plan which best meets their needs.

c. Any insurance under this Section shall be paid by the employee.

B. **SELECTION OF CARRIER** - The carrier will be selected by the Board.

C. The current policy provisions as proposed as Option 1 will be implemented as soon as practicable.

8.0102 **DENTAL INSURANCE**

A. **GENERAL PROVISIONS – See Appendix for specifications**

1. **BOARD CONTRIBUTION**

a. The Board of Education will provide a dental service insurance package.

b. The Board will pay one hundred percent (100%) of the cost of a family policy.

B. **SELECTION OF CARRIER** - The carrier will be selected by the Board of Education.

8.0103 **VISION – See Appendix for specifications.**

A. **ENTITLEMENT** - The Board will purchase and pay the premium for vision benefits covering all staff members and their dependents.

B. **SELECTION OF CARRIER** - The carrier will be selected by the Board of Education.

8.0104 **LIFE INSURANCE** - The Board will pay one hundred percent (100%) of the cost for fifty thousand dollars ($50,000.00) of term life insurance, including double indemnity for accidental death, for all members of the bargaining unit.

8.0200 **STRS** - The Board will implement an STRS retirement pick-up (tax shelter) when it is possible to do so in accordance with the direction given by the Treasurer's Office.

A. **AMOUNT OF PICK UP** - The amount to be picked up and paid on behalf of each employee shall equal the amount he/she is required by STRS to pay into his/her account. The bargaining unit member's annual compensation shall be reduced by an amount equal to the amount picked up and paid by the Board.

B. **PERCENTAGE** - The pick up percentage shall apply uniformly to all members of the bargaining unit.

C. **OPTION** - No employee covered by this provision shall have the option to elect a wage increase or other benefit in lieu of the employer pick up.

D. **TAXES** - It is anticipated that the Internal Revenue Service will treat this contribution picked up by the employer as employer contributions for annuity contracts. In the event, however, the Internal Revenue Service requires payment of taxes on the amount paid by the employer on behalf of the employee, the responsibility for payment of the taxes shall rest with the individual employee.

8.0300 **SEVERANCE PAY** - The Board shall grant severance payment pursuant to O.R.C. 124.39 to employees based on unused accumulated sick leave days subject to the following conditions:

A. **MINIMUM REQUIREMENTS** - The employee must meet the minimum requirements of age and service for retirement in the State Teachers Retirement System of Ohio (on the date on which he/she terminates his service, and must apply for severance pay within one hundred twenty (120) days of the date of the termination of service).

B. **APPLICATION** - The employee must file a copy of the retirement application papers with the Treasurer of the Board and write a letter of resignation for retirement purposes to the Geauga County Educational Service Center.

C. **ELIGIBILITY**

1. Employees must work fulltime for seven (7) of the last ten (10) years with the Geauga County Educational Service Center. At the time of retirement that employee must be currently employed fulltime by the Geauga County Educational Service Center.

2. An employee will not be eligible for severance payment from the Geauga County Educational Service Center if he/she has collected prior severance pay from an employer unit covered by the SERS or PERS Systems of Ohio.

D. **AMOUNT OF SEVERANCE DAYS** - Severance payment will be based on one-fourth (1/4) of the employee's accumulated and unused sick leave days. Severance pay shall be based on a maximum of two hundred and eighty (280) days which allows for up to seventy (70) severance days.

E. **PER DIEM** - The number of severance days as determined in condition (8.0300, D.) above shall be multiplied by the per diem rate of the retiring employee in order to determine the amount of the severance payment. The per diem rate is determined by dividing the (regular) annual salary (exclusive of extra duty compensation or extended time compensation) by the number of days in the adopted calendar for the position.

F. **FUTURE EMPLOYMENT** - A person who retires and receives severance payment from an employing unit covered by the STRS, SERS, or PERS Systems of Ohio and later is employed in the Geauga County School System shall have the total number of accumulated and unused sick leave days used in the calculation of prior severance payment deducted from his/her total balance of accumulated sick leave days.

G. **UNEMPLOYMENT COMPENSATION** - The retiring employee shall not be eligible for unemployment compensation.

H. **PAYMENT** - The employee must sign for the severance check certifying that all eligibility criteria have been met. Said payment shall be made in a

lump sum within 120 days from the last date of employment or, at the option of the employee, in two payments: one within 120 days from the last date of employment and one in the next tax year. If the employee elects to receive his/her severance pay in two payments, the amount of each payment shall be determined at the option of the employee. A bargaining unit member must indicate in writing at the time of retirement which option of payment he/she wishes to elect.

I. **OBLIGATIONS** - Severance payment may be withheld by the Board until all debts and obligations of the retiring employee due the Board are discharged.

ARTICLE IX - FORM/EFFECT/DURATION

9.0100 **NO REPRISALS** - There shall be no reprisals taken against the employees for action taken relative to negotiations, membership representation, or holding office in the Association, for the formal filing of a grievance, for utilizing any benefit of this Contract, and/or for holding membership in the Association.

9.0200 **AMENDMENT** - This Contract represents the full understanding and commitment between the parties. This Contract may be added to, deleted from, or otherwise changed only by an amendment in writing properly signed and adopted by each party.

9.0300 **SEVERABILITY** - If any provision of this Contract or any application of this Contract to any employee or group of employees shall be found to be contrary to law, then such provision or application shall not be deemed valid and subsisting except in the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

9.0400 **SUCCESSOR CLAUSE** - The Geauga County Educational Service Center agrees that, prior to any consolidation, merger, or dissolution of the Geauga County Educational Service Center, it and its agents will take all action appropriate and not contrary to the provisions of the Ohio Revised Code and use best efforts to ensure that this collective bargaining agreement, and any collateral agreements that are considered to be a part of this Agreement, and all of the obligations and responsibilities under these agreements, are assumed in their entirety by any successor Geauga County Educational Service Center, school district, or regional educational service center.

9.0500 **LEGAL RIGHTS** - Nothing in this Contract shall deny any bargaining unit member rights or privileges that are granted to said employees by the Ohio Revised Code or any other statute or law.

9.0600 **TOTAL AGREEMENT** - The parties acknowledge that this Contract constitutes the entire contract between them and settles all demands and issues on all matters within the scope of negotiations.

9.0700 **COMPLETE AGREEMENT** - This Master Agreement supersedes all Board policy, rules and regulations that are inconsistent with it.

All prior Master Agreements between the Board and the Association are made null and void by this Agreement.

9.0800 **DURATION** - All provisions of this Contract shall remain in full force and effect from August 1, 2016, until midnight, July 31, 2019.

The parties to this Contract, signed this date _____ ____, 2016.

9.0900 **DUPLICATION AND DISTRIBUTION**

9.0901 **DISTRIBUTION** - As soon as is reasonably possible after the parties have formally ratified this Contract, but not later than thirty (30) days after the parties have proofread and executed the final draft, the Association shall have copies of the Contract printed and distributed to each bargaining unit member. Bargaining unit members hired thereafter shall also be furnished with a copy of the Contract upon employment.

9.0902 **COST OF PREPARATION AND PRINTING** - The Board shall bear the full cost of materials utilized in preparing the Contract and any subsequent amendment(s) of the Contract.

9.0903 **COPIES FOR ASSOCIATION'S USE** - The Board shall provide seventy-five (75) copies of the printed contract to the Association for the Association's usage.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above mentioned.

ASSOCIATION	**BOARD OF EDUCATION**
_____	_____
_____	_____
_____	_____
_____	_____
OEA Consultant	Superintendent

APPENDIX A-1
TEACHERS/SPEECH SALARY SCHEDULE 2016-2019

Base Salary 2016-2019 33,544

INCREMENTS	BA	BA+15	MA	MA+15
0	33,544	34,911	37,427	39,135
	1.0800	1.1240	1.2050	1.2600
1	34,787	36,246	39,135	40,998
	1.1200	1.1670	1.2600	1.3200
2	36,029	37,582	40,843	42,862
	1.1600	1.2100	1.3150	1.3800
3	37,271	38,917	42,551	44,726
	1.2000	1.2530	1.3700	1.4400
4	38,514	40,253	44,260	46,589
	1.2400	1.2960	1.4250	1.5000
5	39,756	41,589	45,968	48,453
	1.2800	1.3390	1.4800	1.5600
6	40,998	42,924	47,676	50,316
	1.3200	1.3820	1.5350	1.6200
7	42,241	44,260	49,385	52,180
	1.3600	1.4250	1.5900	1.6800
8	43,483	45,595	51,093	54,043
	1.4000	1.4680	1.6450	1.7400
9	44,726	46,931	52,801	55,907
	1.4400	1.5110	1.7000	1.8000
10	46,901	49,106	54,976	58,062
	2,175	2,175	2,175	2,175
11	49,076	51,281	57,151	60,257
	2,175	2,175	2,175	2,175
12	51,251	53,456	59,326	62,432
	2,175	2,175	2,175	2,175
13	53,426	55,631	61,501	64,607
	2,175	2,175	2,175	2,175
14	55,601	57,806	63,676	66,782
	2,175	2,175	2,175	2,175
15	57,776	59,981	65,851	68,957
	2,175	2,175	2,175	2,175

APPENDIX B-1

Psychologist Salary Schedule 2016-2019

Based on 196 Days

	M.A.	M.A. +20	**M.A+36/EDS./PHD**
0	37,178.00	39,049.00	40,919.00
1	39,178.00	41,049.00	42,919.00
2	41,178.00	43,049.00	44,919.00
3	43,178.00	45,049.00	46,919.00
4	45,178.00	47,049.00	48,919.00
5	47,178.00	49,049.00	50,919.00
6	49,178.00	51,049.00	52,919.00
7	51,178.00	53,049.00	54,919.00
8	53,178.00	55,049.00	56,919.00
9	55,178.00	57,049.00	58,919.00
10	57,353.00	59,224.00	61,094.00
11	59,528.00	61,399.00	63,269.00
12	61,703.00	63,574.00	65,444.00
13	63,878.00	65,749.00	67,619.00
14	66,053.00	67,924.00	69,794.00

The steps reflect a $2,000 increase from Steps 1-9; the salary steps for 10-14 reflect a $2,175 increase at each level. If an employee is beyond the 14th step, that person shall receive $2,175*.

***The parties agree that there is no step movement for the 2016-2019 contract.**

APPENDIX C-1

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

GRIEVANCE PROCEDURE

DATE _____

GRIEVANT _____ SCHOOL _____

STATEMENT OF GRIEVANCE: (List specific contract provisions in which alleged violation has occurred.)

BASIS OF GRIEVANCE: (State the activities and actions that are the basis of the grievance and the date(s) that the violation allegedly occurred. Be as specific as possible.)

ACTION REQUESTED:

_____

Signature of Grievant

Received by: _____ Date _____

APPENDIX C-2

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

ADMINISTRATIVE RESPONSE

DATE _____

GRIEVANT _____ SCHOOL _____

GRIEVANCE FILED: (List specific contract provisions in which alleged violation has occurred.)

ADMINISTRATIVE REPORT:

DISPOSITION OF GRIEVANCE:

_____
Signature of Administrator

Received by: _____ Date _____

APPENDIX D-1

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

NON-OTES EMPLOYEE EVALUATION FORM

APPRAISEE: _____ DATE/TIME OF OBSERVATION:_____

AREA OF RESPONSIBILITY_____ BLDG: _____

I. AREAS OF STRENGTHS:

II. AREA(S) FOR IMPROVEMENT:
*Form D-2 shall be filled out completely)

III. PROFESSIONAL GROWTH GOALS:

IV. RECOMMENDATION FOR RE-EMPLOYMENT IN YEAR OF CONTRACT RENEWAL.

____ I RECOMMEND

___ I DO NOT RECOMMEND

_____ _____
Appraisee Signature Appraiser Signature:

_____ _____
Date Date

APPENDIX D-2

GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

NON-OTES PLAN OF IMPROVEMENT

I) AREAS OF FOCUS:

II) STRATEGIES:

_____ EMPLOYEE WAIVES PARTICIPATION IN PLAN DEVELOPMENT

_____	_____
Appraisee Signature	Appraiser Signature:
_____	_____
Date	Date

Teacher Performance Evaluation Rubric

The ***Teacher Performance Evaluation Rubric*** is intended to be scored holistically. This means that evaluators will assess which level provides the best *overall* description of the teacher. The scoring process is expected to occur upon completion of each thirty (30) minute observation and post-conference. The evaluator is to consider evidence gathered during the pre-observation conference, the observation, the post-observation conference, and classroom walkthroughs (if applicable). When completing the performance rubric, please note that evaluators are not expected to gather evidence on all indicators for each observation cycle. Likewise, teachers should not be required to submit additional pieces of evidence to address all indicators. The professionalism section of the rubric may use evidence collected during the pre-observation and post-observation conferences as well as information from the Professional Growth and/or Improvement Plan (if applicable).

INSTRUCTIONAL PLANNING					
		Ineffective	Developing	Proficient	Accomplished
INSTRUCTIONAL PLANNING	**FOCUS FOR LEARNING (Standard 4: Instruction)** *Sources of Evidence:* Pre-Conference	The teacher does not demonstrate a clear focus for student learning. Learning objectives are too general to guide lesson planning and are inappropriate for the students, and/or do not reference the Ohio standards.	The teacher communicates a focus for student learning, develops learning objectives that are appropriate for students and reference the Ohio standards but do not include measureable goals.	The teacher demonstrates a focus for student learning, with appropriate learning objectives that include measurable goal(s) for student learning aligned with the Ohio standards. The teacher demonstrates the importance of the goal and its appropriateness for students.	The teacher establishes challenging and measurable goal(s) for student learning that aligns with the Ohio standards and reflect a range of student learner needs. The teacher demonstrates how the goal(s) fit into the broader unit, course, and school goals for content learning and skills.
	Evidence				
	ASSESSMENT DATA (Standard 3: Assessment) *Sources of Evidence:* Pre-Conference	The teacher does not plan for the assessment of student learning or does not analyze student learning data to inform lesson plans. The teacher does not use or only uses one measure of student performance.	The teacher explains the characteristics, uses, and limitations of various diagnostic, formative, and summative assessments but does not consistently incorporate this knowledge into lesson planning. The teacher uses more than one measure of student performance but does not appropriately vary assessment approaches, or the teacher may have difficulty analyzing data to effectively inform instructional planning and delivery.	The teacher demonstrates an understanding that assessment is a means of evaluating and supporting student learning through effectively incorporating diagnostic, formative, and/or summative assessments into lesson planning. The teacher employs a variety of formal and informal assessment techniques to collect evidence of students' knowledge and skills and analyzes data to effectively inform instructional planning and delivery.	The teacher purposefully plans assessments and differentiates assessment choices to match the full range of student needs, abilities, and learning styles, incorporating a range of appropriate diagnostic, formative, and summative assessments into lesson plans. Student learning needs are accurately identified through an analysis of student data; the teacher uses assessment data to identify student strengths and areas for student growth.
	Evidence				

INSTRUCTIONAL PLANNING					
		Ineffective	Developing	Proficient	Accomplished
INSTRUCTIONAL PLANNING	**PRIOR CONTENT KNOWLEDGE / SEQUENCE / CONNECTIONS (Standard 1: Students; Standard 2: Content; Standard 4: Instruction)** *Sources of Evidence:* Pre-Conference	The teacher's lesson does not build on or connect to students' prior knowledge, or the teacher may give an explanation that is illogical or inaccurate as to how the content connects to previous and future learning.	The teacher makes an attempt to connect the lesson to students' prior knowledge, to previous lessons or future learning but is not completely successful.	The teacher makes clear and coherent connections with students' prior knowledge and future learning—both explicitly to students and within the lesson. The teacher plans and sequences instruction to include the important content, concepts, and processes in school and district curriculum priorities and in state standards.	The teacher uses the input and contributions of families, colleagues, and other professionals in understanding each learner's prior knowledge and supporting their development. The teacher makes meaningful and relevant connections between lesson content and other disciplines and real-world experiences and careers as well as prepares opportunities for students to apply learning from different content areas to solve problems. The teacher plans and sequences instruction that reflects an understanding of the prerequisite relationships among the important content, concepts, and processes in school and district curriculum priorities and in state standards as well as multiple pathways for learning depending on student needs. The teacher accurately explains how the lesson fits within the structure of the discipline.
	Evidence				

INSTRUCTIONAL PLANNING					
INSTRUCTIONAL PLANNING	KNOWLEDGE OF STUDENTS (Standard 1: Students) *Sources of Evidence:* Analysis of Student Data Pre-Conference	The teacher demonstrates a lack of familiarity with students' backgrounds and has made no attempts to find this information. The teacher's plan for instruction does not demonstrate an understanding of students' development, preferred learning styles, and/or student backgrounds/prior experiences.	The teacher demonstrates some familiarity with students' background knowledge and experiences and describes one procedure used to obtain this information. The teacher's instructional plan draws upon a partial analysis of students' development, readiness for learning, preferred learning styles, or backgrounds and prior experiences and/or the plan is inappropriately tailored to the specific population of students in the classroom.	The teacher demonstrates familiarity with students' background knowledge and experiences and describes multiple procedures used to obtain this information. The teacher's instructional plan draws upon an accurate analysis of the students' development, readiness for learning, preferred learning styles, and backgrounds and prior experiences.	The teacher demonstrates an understanding of the purpose and value of learning about students' background experiences, demonstrates familiarity with each student's background knowledge and experiences, and describes multiple procedures used to obtain this information. The teacher's analysis of student data (student development, student learning and preferred learning styles, and student backgrounds/prior experiences) accurately connects the data to specific instructional strategies and plans. The teacher plans for and can articulate specific strategies, content, and delivery that will meet the needs of individual students and groups of students.
	Evidence				

Instruction and Assessment		Ineffective	Developing	Proficient	Accomplished
INSTRUCTION AND ASSESSMENT	**LESSON DELIVERY (Standard 2: Content; Standard 4: Instruction; Standard 6: Collaboration and Communication)** *Sources of Evidence:* Formal Observation Classroom Walkthroughs/ Informal Observations	A teacher's explanations are unclear, incoherent, or inaccurate, and are generally ineffective in building student understanding. The teacher uses language that fails to engage students, is inappropriate to the content, and/or discourages independent or creative thinking. The teacher fails to address student confusion or frustration and does not use effective questioning techniques during the lesson. The lesson is almost entirely teacher-directed.	Teacher explanations are accurate and generally clear but the teacher may not fully clarify information based on students' questions about content or instructions for learning activities or the teacher may use some language that is developmentally inappropriate, leading to confusion or limiting discussion. The teacher re-explains topics when students show confusion, but is not always able to provide an effective alternative explanation. The teacher attempts to employ purposeful questioning techniques, but may confuse students with the phrasing or timing of questions. The lesson is primarily teacher-directed.	Teacher explanations are clear and accurate. The teacher uses developmentally appropriate strategies and language designed to actively encourage independent, creative, and critical thinking. The teacher effectively addresses confusion by re-explaining topics when asked and ensuring understanding. The teacher employs effective, purposeful questioning techniques during instruction. The lesson is a balance of teacher-directed instruction and student-led learning.	Teacher explanations are clear, coherent, and precise. The teacher uses well-timed, individualized, developmentally appropriate strategies and language designed to actively encourage independent, creative, and critical thinking, including the appropriate use of questions and discussion techniques. The teacher accurately anticipates confusion by presenting information in multiple formats and clarifying content before students ask questions. The teacher develops high-level understanding through effective uses of varied levels of questions. The lesson is student-led, with the teacher in the role of facilitator.
	Evidence				
	DIFFERENTIATION (Standard 1: Students; Standard 4: Instruction) *Sources of Evidence:* Pre-Conference Formal Observation Classroom Walkthroughs/ Informal Observations	The teacher does not attempt to make the lesson accessible and challenging for most students, or attempts are developmentally inappropriate.	The teacher relies on a single strategy or alternate set of materials to make the lesson accessible to most students though some students may not be able to access certain parts of the lesson and/or some may not be challenged.	The teacher supports the learning needs of students through a variety of strategies, materials, and/or pacing that make learning accessible and challenging for the group..	The teacher matches strategies, materials, and/or pacing to students' individual needs, to make learning accessible and challenging for all students in the classroom . The teacher effectively uses independent, collaborative and whole-class instruction to support individual learning goals and provides varied options for how students will demonstrate mastery.
	Evidence				

Instruction and Assessment					
		Ineffective	Developing	Proficient	Accomplished
	RESOURCES (Standard 2: Content; Standard 4: Instruction) *Sources of Evidence:* Pre-Conference Formal Observation Classroom Walkthroughs/ Informal Observations	Instructional materials and resources used for instruction are not relevant to the lesson or are inappropriate for students.	The teacher uses appropriate instructional materials to support learning goals, but may not meet individual students' learning styles/needs or actively engage them in learning.	Instructional materials and resources are aligned to the instructional purposes and are appropriate for students' learning styles and needs, actively engaging students.	Instructional materials and resources are aligned to instructional purposes, are varied and appropriate to ability levels of students, and actively engage them in ownership of their learning.
	Evidence				

Instruction and Assessment

		Ineffective	Developing	Proficient	Accomplished
INSTRUCTION AND ASSESSMENT	**CLASSROOM ENVIRONMENT (Standard 1: Students; Standard 5: Learning Environment; Standard 6: Collaboration and Communication)** *Sources of Evidence:* Pre-Conference Formal Observation Classroom Walkthroughs/ Informal Observations	There is little or no evidence of a positive rapport between the teacher and students. For example, the teacher may respond disrespectfully to students or ignore their questions or comments.	The teacher is fair in the treatment of students and establishes a basic rapport with them. For example, the teacher addresses students questions or comments but does not inquire about their overall well-being.	The teacher has positive rapport with students and demonstrates respect for and interest in all students. For example, the teacher makes eye contact and connects with individual students.	The teacher has positive rapport with students and demonstrates respect for and interest in individual students' experiences, thoughts and opinions. For example, the teacher responds quietly, individually, and sensitively to student confusion or distress.
		There are no evident routines or procedures; students seem unclear about what they should be doing or are idle.	Routines and procedures are in place, but the teacher may inappropriately prompt or direct students when they are unclear or idle.	Routines and procedures run smoothly throughout the lesson, and students assume age-appropriate levels of responsibility for the efficient operation of the classroom.	Routines are well-established and orderly and students initiate responsibility for the efficient operation of the classroom.
		Transitions are inefficient with considerable instructional time lost. Lessons progress too slowly or quickly so students are frequently disengaged.	The teacher transitions between learning activities, but occasionally loses some instructional time in the process.	Transitions are efficient and occur smoothly. There is evidence of varied learning situations (whole class, cooperative learning, small group and independent work).	Transitions are seamless as the teacher effectively maximizes instructional time and combines independent, collaborative, and whole-class learning situations.
		The teacher creates a learning environment that allows for little or no communication or engagement with families.	The teacher welcomes communication from families and replies in a timely manner.	The teacher engages in two-way communication and offers a variety of volunteer opportunities and activities for families to support student learning.	The teacher engages in two-way, ongoing communication with families that results in active volunteer, community, and family partnerships which contribute to student learning and development.
		Expectations for behavior are not established or are inappropriate and/or no monitoring of behaviors occurs. The teacher responds to misbehavior inappropriately.	Appropriate expectations for behavior are established, but some expectations are unclear or do not address the needs of individual students. The teacher inconsistently monitors behavior.	A classroom management system has been implemented that is appropriate and responsive to classroom and individual needs of students. Clear expectations for student behavior are evident . Monitoring of student behavior is consistent, appropriate, and effective.	A classroom management system has been designed, implemented, and adjusted with student input and is appropriate for the classroom and individual student needs. Students are actively encouraged to take responsibility for their behavior. The teacher uses research-based strategies to lessen disruptive behaviors and reinforce positive behaviors.
	Evidence				

Instruction and Assessment					
		Ineffective	Developing	Proficient	Accomplished
INSTRUCTION AND ASSESSMENT	ASSESSMENT OF STUDENT LEARNING (Standard 3: Assessment) *Sources of Evidence:* Pre-Conference Formal Observation Classroom Walkthroughs/ Informal Observations Post-Conference	The teacher does not routinely use assessments to measure student mastery.	The teacher uses assessments to measure student mastery, but may not differentiate instruction based on this information.	The teacher uses assessment data to identify students' strengths and needs, and modifies and differentiates instruction accordingly, although the teacher may not be able to anticipate learning obstacles.	The teacher uses assessment data to identify students' strengths and needs, and modifies and differentiates instruction accordingly, as well as examines classroom assessment results to reveal trends and patterns in individual and group progress and to anticipate learning obstacles.
		The teacher rarely or never checks the students' understanding of content. The teacher fails to make adjustments in response to student confusion.	The teacher checks for student understanding and makes attempts to adjust instruction accordingly, but these adjustments may cause some additional confusion	The teacher checks for understanding at key moments and makes adjustments to instruction (whole-class or individual students).The teacher responds to student misunderstandings by providing additional clarification.	The teacher continually checks for understanding and makes adjustments accordingly (whole-class or individual students). When an explanation is not effectively leading students to understand the content, the teacher adjusts quickly and seamlessly within the lesson and uses an alternative way to explain the concept.
		The teacher persists in using a particular strategy for responding to misunderstandings, even when data suggest the approach is not succeeding.	The teacher gathers and uses student data from a few sources to choose appropriate instructional strategies for groups of students.	The teacher gathers and uses student data from a variety of sources to choose and implement appropriate instructional strategies for groups of students.	By using student data from a variety of sources, the teacher appropriately adapts instructional methods and materials and paces learning activities to meet the needs of individual students as well as the whole class.
		The teacher does not provide students with feedback about their learning.	Students receive occasional or limited feedback about their performance from the teacher.	The teacher provides substantive, specific, and timely feedback of student progress to students, families, and other school personnel while maintaining confidentiality.	The teacher provides substantive, specific, and timely feedback to students, families, and other school personnel while maintaining confidentiality. The teacher provides the opportunity for students to engage in self-assessment and show awareness of their own strengths and weaknesses. The teacher uses student assessment results to reflect on his or her own teaching and to monitor teaching strategies and behaviors in relation to student success.
	Evidence				

Professionalism					
		Ineffective	Developing	Proficient	Accomplished
PROFESSIONALISM	PROFESSIONAL RESPONSIBILITIES (Standard 6: Collaboration and Communication; Standard 7: Professional Responsibility and Growth) *Sources of Evidence:* Professional Development Plan or Improvement Plan; Pre-conference; Post-conference; daily interaction with others	The teacher fails to communicate clearly with students and families or collaborate effectively with professional colleagues.	The teacher uses a variety of strategies to communicate with students and families and collaborate with colleagues, but these approaches may not always be appropriate for a particular situation or achieve the intended outcome.	The teacher uses effective communication strategies with students and families and works effectively with colleagues to examine problems of practice, analyze student work, and identify targeted strategies.	The teacher communicates effectively with students, families, and colleagues. The teacher collaborates with colleagues to improve personal and team practices by facilitating professional dialogue, peer observation and feedback, peer coaching and other collegial learning activities.
		The teacher fails to understand and follow regulations, policies, and agreements.	The teacher understands and follows district policies and state and federal regulations at a minimal level.	The teacher meets ethical and professional responsibilities with integrity and honesty. The teacher models and upholds district policies and state and federal regulations.	The teacher meets ethical and professional responsibilities and helps colleagues access and interpret laws and policies and understand their implications in the classroom.
		The teacher fails to demonstrate evidence of an ability to accurately self-assess performance and to appropriately identify areas for professional development.	The teacher identifies strengths and areas for growth to develop and implement targeted goals for professional growth.	The teacher sets data-based short- and long-term professional goals and takes action to meet these goals.	The teacher sets and regularly modifies short-and long-term professional goals based on self-assessment and analysis of student learning evidence.
	Evidence				

Informal Observation: Open-Ended Form

Teacher Name: Grade(s)/Subject Area(s): Date:

Evaluator Name: Time Walkthrough Begins: Time Walkthrough Ends:

TIMES	OBSERVATIONS

Evaluator Summary Comments:

Evaluator Signature:

☐ Photocopy to Teacher

Post-Observation Mid-year Conference: Rating Rubric Summary Form

The ***Observation Rating Rubric*** is intended to be scored holistically. This means that evaluators will assess which level provides the best *overall* description of the teacher. An evaluator will not rate a teacher separately on each individual statement within the rubric, but instead will assess the teacher's overall performance. This assessment should inform the planning of next steps.

Teacher _____

School _____ **Evaluator** _____

Area(s) of Reinforcement:

Area(s) of Refinement:

Recommendation(s):

The teacher and evaluator will sign the Rating Rubric Summary Form to indicate that the rubric has been shared and discussed.

Teacher's Signature: **Date:** **Evaluator's Signature:** **Date:**

Final Summative Rating of Teacher Effectiveness

Proficiency on Standards 50%	Ineffective	Developing	Skilled	Accomplished
Cumulative Performance Rating (Holistic Rating using Performance Rubric)				
Areas of reinforcement/ refinement:				

Student Growth Data 50%	Least Effective	Approaching Average	Average	Above Average	Most Effective
Student Growth Measure of Effectiveness					
Areas of reinforcement/ refinement:					

Final Summative (Overall) Rating	Ineffective	Developing	Skilled	Accomplished

☐ Check here if Improvement Plan has been recommended.

Teacher Signature ____ Date ____
Evaluator Signature ____ Date ____

The signatures above indicate that the teacher and evaluator have discussed the Summative Rating.
Note: The teacher may provide additional information to the evaluator within 10 working days of the receipt of this form, and may request a second conference with the evaluator. Any additional information will become part of the summative record. Challenges may be made according to the local contract agreement.

Professional Growth Plan

As a result of the evaluation process, teachers and evaluators should focus on accelerating and continuing teacher growth through professional development. Professional development should be individualized to the needs of the teacher, and specifically relate to his/her areas of refinement as identified in the teachers' evaluation. The evaluator should recommend professional development opportunities, and support the teacher by providing resources (e.g., time, financial).

☐ **Self-Directed**

☐ **Collaborative** Teacher Evaluator

Annual Focus These are addressed by the evaluator as appropriate for this teacher.	**Date** Record dates when discussed	**Areas for Professional Growth** supports needed, resources, professional development Comments during conference with teacher and evaluator are made appropriate to the needs of the teacher.
Goal 1: *Student Achievement/Outcomes for Students* *Goal Statement:* *Evidence Indicators:*		
Goal 2 : *Teacher Performance on the Ohio Standards for the Teaching Profession* *Goal Statement:* *Evidence Indicators:*		

Evaluator Signature **Date** **Teacher Signature** **Date**

The signatures above verify that the teacher and evaluator have discussed and agreed upon this Professional Growth Plan.

Improvement Plan

Teacher Name: _____ Grade Level/ Subject: _____

School year: _____ Building: _____ Date of Improvement Plan Conference: _____

Written improvement plans are to be developed in the circumstances when an educator has a final summative rating of ineffective.

Section 1: Improvement Statement - List specific areas for improvement as related to the *Ohio Standards for the Teaching Profession*. Attach documentation.

Performance Standard(s) Addressed in this Plan	Date(s) Improvement Area or Concern Observed	Specific Statement of the Concern/Areas of Improvement

Section 2: Desired Level of Performance – List specific measurable goals to improve performance. Indicate what will be measured for each goal.

Beginning Date	Ending Date	Level of Performance Specifically Describe Successful Improvement Target(s)

Improvement Plan (continued)

Section 3: Specific Plan of Action

Describe in detail specific plans of action that must be taken by the teacher to improve his/her performance. Indicate the sources of evidence that will be used to document the completion of the improvement plan.	
Actions to be Taken	Sources of Evidence that Will Be Examined

Section 4: Assistance and Professional Development

Describe in detail specific supports that will be provided as well as opportunities for professional development.

Date for this Improvement Plan to Be Evaluated:

Teacher's Signature: _____Date: _____

Evaluator's Signature: _____Date: _____

The evaluator's signature on this form verifies that the proper procedures as detailed in the local contract have been followed.

OTES GCESC Form

Ohio Teacher Evaluation System

Evaluator asks 3 reflective questions which are aligned to the area of reinforcement.

Questions	
1.	
2.	
3.	

Evaluator asks 3 reflective questions which are aligned to the area of refinement.

Questions	
1.	
2.	
3.	

Teacher Signature _____ Date _____

Evaluator Signature _____ Date _____

The signatures above indicate that the teacher and evaluator have discussed the reinforcement and refinement questions.

Your Summary of Benefits

Anthem BlueCross BlueShield

Geauga County Educational Service Center (ESC)
Blue Access® (PPO)
Effective 09/01/2016

Covered Benefits	Network	Non-Network
Deductible (Single/Family)	$3,000/$6,000	$4,000/$8,000
Out-of-Pocket Limit (Single/Family)	$6,000/$12,000	$8,000/$16,000
Physician Home and Office Services (PCP/SCP) **Primary Care Physician (PCP)/** **Specialty Care Physician (SCP)** Including Office Surgeries and allergy serum: o allergy injections (PCP and SCP) o allergy testing o MRAs, MRIs, PETS, C-Scans, Nuclear Cardiology Imaging Studies, non-maternity related Ultrasounds and pharmaceutical products	$25/$25 No cost share 10% 10%	20% 20% 20% 20%
Preventive Care Services o Services included but not limited to: Routine medical exams, Mammograms, Pelvic Exams, Pap testing, PSA tests, Immunizations, Annual diabetic eye exam, Hearing screenings and Vision screenings which are limited to Screening tests (i.e. Snellen eye chart) and Ocular Photo screening.	No cost share	20%
Emergency and Urgent Care **Emergency Room Services** o **facility/other covered services** (copayment waived if admitted) **Urgent Care Center Services** o MRAs, MRIs, PETS, C-Scans, Nuclear Cardiology Imaging Studies, Non-maternity related Ultrasounds and pharmaceutical products o Allergy injections o Allergy testing	 $100/10% $50 10% No cost share 10%	 $100/10% 20% 20% 20% 20%
Inpatient and Outpatient Professional Services Include but are not limited to: o Medical Care visits (1 per day), Intensive Medical Care, Concurrent Care, Consultations, Surgery and administration of general anesthesia and Newborn exams	10%	20%
Blue 8.0		

Anthem Blue Cross and Blue Shield is the trade name of Community Insurance Company. Independent licensee of the Blue Cross and Blue Shield Association. ANTHEM is a registered trademark of Anthem Insurance Companies, Inc. The Blue Cross and Blue Shield names and symbols are registered marks of the Blue Cross and Blue Shield Association.

Your Summary of Benefits

Covered Benefits	Network	Non-Network
Inpatient Facility Services (Network/Non-Network combined) Unlimited days except for: o 60 days for physical medicine/rehab (limit includes Day Rehabilitation Therapy Services on an outpatient basis) o 100 days for skilled nursing facility	10%	20%
Outpatient Surgery Hospital/Alternative Care Facility o Surgery and administration of general anesthesia	10%	20%
Other Outpatient Services including but not limited to: o Non Surgical Outpatient Services for example: MRIs, C-Scans, Chemotherapy, Ultrasounds, and other diagnostic outpatient services. o Home Care Services 100 visits (excludes IV Therapy) (Network/Non-Network combined) o Durable Medical Equipment, Orthotics and Prosthetics o Physical Medicine Therapy Day Rehabilitation programs o Hospice Care o Ambulance Services	10% No cost share 10%	20% No cost share 10%
Outpatient Therapy Services (Combined Network & Non-Network limits) o Physician Home and Office Visits (PCP/SCP) o Other Outpatient Services @ Hospital/Alternative Care Facility Limits apply to: o Cardiac Rehabilitation 36 visits o Pulmonary Rehabilitation 36 visits o Physical Therapy: 30 visits o Occupational Therapy: 30 visits o Manipulation Therapy: 15 visits o Speech therapy: 30 visits	$25/$25 10%	20% 20%
Accidental Dental: Unlimited per accident (Network and Non-network combined)	Copayments/Coinsurance based on setting where covered services are received	20%
Behavioral Health: **Mental Illness and Substance Abuse**[2] o Inpatient Facility Services o Physician Home and Office Visits (PCP/SCP) o Other Outpatient Services. Outpatient Facility @ Hospital/Alternative Care Facility, Outpatient Professional	Benefits provided in accordance with Federal Mental Health Parity	20%
Human Organ and Tissue Transplants[3] o Acquisition and transplant procedures, harvest and storage.	No cost share	50%

Your Summary of Benefits

Covered Benefits	Network	Non-Network
Prescription Drugs **Network Tier structure equals 1/2/3 (and 4, if applicable)**		
o **Network Retail Pharmacies:** 30 30 [redacted]day supply) Includes diabetic test strip	$12/$30/$60	50%, min $60[5]
o **Home Delivery Service:** (90-day supply) Includes diabetic test strip	$24/$75/$150	Not covered
Member may be responsible for additional cost when not selecting the available generic drug. Members have additional cost with retail supply greater than 30 days. Medicare Rx - Wrap **Specialty Medications** are limited up to a 30 day supply regardless of whether they are retail or mail service.		

Notes:

- All medical and prescription drug deductibles, copayments and coinsurance apply toward the out-of-pocket maximum (excluding Non-Network Human Organ and Tissue Transplant (HOTT) Services)
- Deductible(s) apply to covered medical services listed with a percentage (%) coinsurance, including 0%. However, the deductible does not apply to Emergency Room Services where a copayment & (%) coinsurance applies and may not apply to some Behavioral Health services where coinsurance applies
- Medical options L plans apply a copayment to the first three (3) PCP/SCP office visit charge/surgery and all other office visit charges are subject to deductible and coinsurance.
- Network and Non-network deductibles, copayments, coinsurance and out-of-pocket maximums are separate and do not accumulate toward each other.
- Dependent Age: to end of the month which the child attains age 26
- Specialist copayment is applicable to all Specialists excluding General Physicians, Internist, Pediatricians, OB/GYNs and Geriatrics or any other Network Provider as allowed by the plan.
- When allergy injections are rendered with a Physicians Home and Office Visit, only the Office Visit cost share applies. When the Office Visit cost share is a % coinsurance, deductible and coinsurance apply to allergy injections
- No cost share (NCS) means no deductible/copayment/coinsurance up to the maximum allowable amount. 0% means no coinsurance up to the maximum allowable amount. However, when choosing a Non-network provider, the member is responsible for any balance due after the plan payment.
- PCP is a Network Provider who is a practitioner that specializes in family practice, general practice, internal medicine, pediatrics, obstetrics/gynecology, geriatrics or any other Network provider as allowed by the plan.
- SCP is a Network Provider, other than a Primary Care Physician, who provides services within a designated specialty area of practice.
- Live Health Online (LHO) is covered at the PCP costshare.
- Certain diabetic and asthmatic supplies, except diabetic test strips, have no deductible/copayment/coinsurance up to the maximum allowable amount at network pharmacies.
- Benefit period = calendar year
- Mammograms (Diagnostic) are no copayment/coinsurance in Network office and outpatient facility settings.
- Behavioral Health Services: Mental Health and Substance Abuse benefits provided in accordance with Federal Mental Health Parity.
- Preventive Care Services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits are covered.
- Private Duty Nursing – Unlimited visits/Calendar Year
- Vision limited services – additional vision services are covered when specifically coded as determination of refraction, routine ophthalmological examination including refraction for new and established patients, and a visual functional screening for visual acuity. No additional ophthalmological services are covered as part of the medical coverage.
- Plan to cover basic infertility services medical. Plan will cover most Medical procedures and tests connected to diagnosing and treating infertility as long as those tests and procedures are not specifically related to the preparation and actual fertilization processes. Benefit will be payable same as any illness. Examples of procedures and supplies which are not covered are: in-vitro fertilization, embryo implantation, gamete intra-fallopian transfer (GIFT), zygote intra-fallopian transfer (ZIFT), artificial insemination, fertility testing, and reversal of sterilization.

Your Summary of Benefits

[2] We encourage you to review the Schedule of Benefits for limitations.
[3] Kidney and Cornea are treated the same as any other illness and subject to the medical benefits.
[5] Rx non-network diabetic/asthmatic supplies not covered except diabetic test strips.
Rx Option BI&Basic is network Preventive Rx Basic Coverage

Precertification:
Members are encouraged to always obtain prior approval when using non-network providers. Precertification will help the member know if the services are considered not medically necessary.

Pre-existing Exclusion Period: none

This summary of benefits has been updated to comply with federal and state requirements, including applicable provisions of the recently enacted federal health care reform laws. As we receive additional guidance and clarification on the new health care reform laws from the U.S. Department of Health and Human Services, Department of Labor and Internal Revenue Service, we may be required to make additional changes to this summary of benefits.

This summary of benefits is intended to be a brief outline of coverage. The entire provisions of benefits and exclusions are contained in the Group Contract, Certificate, and Schedule of Benefits. In the event of a conflict between the Group Contract and this description, the terms of the Group Contract will prevail.

By signing this Summary of Benefits, I agree to the benefits for the product selected as of the effective date indicated.

Your Summary of Benefits
Geauga County ESC
Anthem Dental Complete

WELCOME TO YOUR DENTAL PLAN!

This benefit summary outlines how your dental plan works and provides you with a quick reference of your dental plan benefits. For complete coverage details, please refer to your certificate of coverage.

Dental coverage you can count on

Your Anthem dental plan lets you visit any licensed dentist or specialist you want - with costs that are normally lower when you choose one within our large network.

Savings beyond your dental plan benefits - you get more for your money.
You pay our negotiated rate for covered services from in-network dentists even if you exceed your annual benefit maximum.

YOUR DENTAL PLAN AT A GLANCE	In-Network	Out-of-Network
Annual Benefit Maximum Calendar Year • Per insured person	$1,500	$1,500
D&P applies to Annual Maximum	Yes	Yes
Annual Maximum Carryover	No	No
Orthodontic Lifetime Benefit Maximum • Per eligible insured person	$1,500	$1,500
Annual Deductible (The Deductible does not apply to Orthodontic Services) • Per insured person Calendar Year • Family maximum	$25 3X Individual	$25 3X Individual
Deductible Waived for Diagnostic/Preventive Services	Yes	Yes
Out-of-Network Reimbursement Options:	90th percentile	

Dental Services	In-Network Anthem Pays:	Out-of-Network Anthem Pays:	Waiting Period
Diagnostic and Preventive Services • Periodic oral exam • Teeth cleaning (prophylaxis) • Bitewing X-rays: 1X per 12 months • Intraoral X-rays	100% Coinsurance	100% Coinsurance	No Waiting Period
Basic Services • Amalgam (silver-colored) Filling • Front composite (tooth-colored) Filling • Back composite Filling. Alternated to Amalgam Benefit • Simple Extractions	100% Coinsurance	100% Coinsurance	No Waiting Period
Endodontics • Root Canal	100% Coinsurance	100% Coinsurance	No Waiting Period
Periodontics • Scaling and root planing	100% Coinsurance	100% Coinsurance	No Waiting Period
Oral Surgery • Surgical Extractions	60% Coinsurance	60% Coinsurance	No Waiting Period
Major Services • Crowns	60% Coinsurance	60% Coinsurance	No Waiting Period
Prosthodontics • Dentures • Bridges • Dental implants Standard - Covered	60% Coinsurance	60% Coinsurance	No Waiting Period
Prosthetic Repairs/Adjustments	60% Coinsurance	60% Coinsurance	No Waiting Period
Orthodontic Services ·Dependent Children Only*	50% Coinsurance	50% Coinsurance	No Waiting Periods

This is not a contract; it is a partial listing of benefits and services. All covered services are subject to the conditions, limitations, exclusions, terms and provisions of your certificate of coverage. In the event of a discrepancy between the information in this summary and the certificate of coverage, the certificate will prevail.

*Child orthodontic coverage begins at age eight and runs through age 18. This means that the child must have been banded between the ages of eight and 19 in order to receive coverage. If children are dependents until age 19, they can continue to receive coverage, but they must have been banded before age 19.

OH_PCLG_FI-Custom

Anthem BlueCross BlueShield

Emergency dental treatment for the international traveler

As an Anthem dental member, you and your eligible, covered dependents automatically have access to the International Emergency Dental Program.**
With this program, you may receive emergency dental care from our listing of credentialed dentists while traveling or working nearly anywhere in the world.

** The International Emergency Dental Program is managed by DeCare Dental, which is an independent company offering dental-management services to Anthem Blue Cross Life and Health Insurance Company

Finding a dentist is easy.

To select a dentist by name or location:

- Go to anthem.com/mydentalvision or the website listed on the back of your ID card.
- Call the toll-free customer service number listed on the back of your ID card.

TO CONTACT US:

Call	Write
Refer to the toll-free number indicated on the back of your plan ID card to speak with a U.S.-based customer service representative during normal business hours. Calling after hours? We may still be able to assist you with our interactive voice-response system.	Refer to the back of your plan ID card for the address.

Limitations & Exclusions

Limitations – Below is a partial listing of dental plan limitations when these services are covered under your plan. Please see your certificate of coverage for a full list.

Diagnostic and Preventive Services

Oral evaluations (exam) Limited to two per Calendar Year

Teeth cleaning (prophylaxis) Limited to two per Calendar Year

Intraoral X-rays, single film Limited to four films per 12-month period

Complete series X-rays (panoramic or full-mouth) Coverage Every 5 Years

Topical fluoride application Limited to once every 12 months for members through age 18

Sealants Limited to first and second molars once every 24 months per tooth for members through age 15, sealants may be covered under Diagnostic and Preventive or Basic Services.

Basic and/or Major Services***

Fillings Limited to once per surface per tooth in any 24 months

Space Maintainers Limited to extracted primary posterior teeth once per lifetime per tooth for members through age 16; Space Maintainers may be covered under Diagnostic and Preventive or Basic Services

Crowns Limited to once per tooth in a seven-year period

Fixed or removable prosthodontics – dentures, partials, bridges, tooth implants

Covered once in any seven-year period; benefits are provided for the replacement of an existing bridge, denture or partial for members age 16 or older if the appliance is seven years old or older and cannot be made serviceable.

Root canal therapy Limited to once per lifetime per tooth, coverage is for permanent teeth only

Periodontal surgery Limited to one complex service per single tooth or quadrant in any 36 months, and only if the pocket depth of the tooth is five millimeters or greater

Periodontal scaling and root planing Limited to once per quadrant in 36 months when the tooth pocket has a depth of four millimeters or greater

Brush Biopsy Not Covered

***Waiting periods for endodontic, periodontic and oral surgery services may differ from other Basic Services or Major Services under the same dental plan.

There is a waiting period of up to 24 months for replacement of congenitally missing teeth or teeth extracted prior to coverage under this plan

ADDITIONAL LIMITATION FOR ORTHODONTIC SERVICES

Orthodontia Limited to one course of treatment per member per lifetime

Exclusions – Below is a partial listing of noncovered services under your dental plan. Please see your certificate of coverage for a full list.

Services provided before or after the term of this coverage

Services received before your effective date or after your coverage ends, unless otherwise specified in the dental plan certificate

Orthodontics (unless included as part of your dental plan benefits) Orthodontic braces, appliances and all related services

Cosmetic dentistry Services provided by dentists solely for the purpose of improving the appearance of the tooth when tooth structure and function are satisfactory and no pathologic conditions (cavities) exist

Drugs and medications Intravenous conscious sedation, IV sedation and general anesthesia when performed with nonsurgical dental care

Analgesia, analgesic agents, anxiolysis nitrous oxide, therapeutic drug injections, medicines or drugs for nonsurgical or surgical dental care except that intravenous conscious sedation is eligible as a separate benefit when performed in conjunction with complex surgical services.

Extractions - Surgical removal of third molars (wisdom teeth) that do not exhibit symptoms or impact the oral health of the member

The in-network dental providers mentioned in this communication are independently contracted providers who exercise independent professional judgment. They are not agents or employees of Anthem Blue Cross Life and Health Insurance Company

Anthem BCBS is the trade name for Anthem Health Plans, Inc., an independent licensee of the Blue Cross and Blue Shield Association.

Anthem BlueCross BlueShield

Choice of dentists
While your dental plan lets you choose any dentist, you may end up paying more for a service if you visit an out-of-network dentist.

Here's why:

In-network dentists have agreed to payment rates for various services and cannot charge you more. On the other hand, out-of-network dentists don't have a contract with us and are able to bill you for the difference between the total amount we allow to be paid for a service – called the "maximum allowed amount" – and the amount they usually charge for a service. When they bill you for this difference, it's called "balance billing."

How Anthem dental decides on maximum allowed amounts
For services from an out-of-network dentist, the maximum allowed amount is determined in one of the following ways:

- Out-of-network dental fee schedule/rate developed by Anthem, which may be updated based on such things as reimbursement amounts accepted by dentists contracted with our dental plans, or other industry cost and usage data
- Information provided by a third-party vendor that shows comparable costs for dental services
- In-network dentist fee schedule

Here's an example of higher costs for out-of-network dental services

This is an example only. Your experience may be different, depending on your insurance plan, the services you receive and the dentist who provides the services.

Ted gets a crown from an out-of-network dentist, who charges $1,200 for the service and bills Anthem for that amount.
Anthem's maximum allowed amount for this dental service is $800. That means there will be a $400 difference, which the dentist can "balance bill" Ted.

Since Ted will also need to pay $400 coinsurance, the total he'll pay the out-of-network dentist is $800.
Here's the math:

- Dentist's charge: $1,200
- Anthem's maximum allowed amount: $800
- Anthem pays 50%: $400
- Ted pays 50% (coinsurance): $400
- Balance Ted owes the provider: $1,200 - $800 = $400
- Ted's total cost: $400 coinsurance + $400 provider balance = $800

In the example, if Ted had gone to an in-network dentist, his cost would be only $400 for the coinsurance because he would not have been "balance billed" the $400 difference.

VSP
Vision care for life

Your Vision Benefit Summary

Keep your eyes healthy with
GEAUGA COUNTY BOARD OF ED and VSP®
Vision Care.

Using your VSP benefit is easy.

- **Find an eyecare provider who's right for you.** With open access to see any eyecare provider, you can see the one who's right for you. Choose a VSP doctor or any other provider. To find a VSP doctor, visit **vsp.com** or call **800.877.7195.**
- **Review your benefit information.** Visit **vsp.com** to review your plan coverage before your appointment.
- **At your appointment, tell them you have VSP.** There's no ID card necessary.

That's it! We'll handle the rest—there are no claim forms to complete when you see a VSP doctor.

Personalized Care

A VSP doctor provides personalized care that focuses on keeping you and your eyes healthy year after year. Plus, when you see a VSP doctor, you'll get the most out of your benefit, have lower out-of-pocket costs, and your satisfaction is guaranteed.

Choice in Eyewear

From classic styles to the latest designer frames, you'll find hundreds of options. Choose from featured frame brands like bebe®, ck Calvin Klein, Flexon®, Lacoste, Michael Kors, Nike, Nine West, and more. Visit **vsp.com** to find a doctor who carries these brands.

Plan Information

VSP Doctor Network: VSP Signature

Benefit	Description	Copay
	Your Coverage with a VSP Doctor	
WellVision Exam	• Focuses on your eyes and overall wellness • Every 12 months	$5 for exam and glasses
Prescription Glasses		
Frame	• $130 allowance for a wide selection of frames • $150 allowance for featured frame brands • 20% savings on the amount over your allowance • Every 12 months	Combined with exam
Lenses	• Single vision, lined bifocal, and lined trifocal lenses • Polycarbonate lenses for dependent children • Every 12 months	Combined with exam
Lens Enhancements	• Tints/Photochromic adaptive lenses • Standard progressive lenses • Premium progressive lenses • Custom progressive lenses • Average savings of 35-40% on other lens enhancements • Every 12 months	$0 $50 $80 - $90 $120 - $160
Contacts (instead of glasses)	• $130 allowance for contacts; copay does not apply • Contact lens exam (fitting and evaluation) • Every 12 months	$60
Extra Savings	**Glasses and Sunglasses** • Extra $20 to spend on featured frame brands. Go to vsp.com/specialoffers for details. • 30% savings on additional glasses and sunglasses, including lens enhancements, from the same VSP doctor on the same day as your WellVision Exam. Or get 20% from any VSP doctor within 12 months of your last WellVision Exam. **Retinal Screening** • No more than a $39 copay on routine retinal screening as an enhancement to a WellVision Exam **Laser Vision Correction** • Average 15% off the regular price or 5% off the promotional price; discounts only available from contracted facilities • After surgery, use your frame allowance (if eligible) for sunglasses from any VSP doctor	

Your Coverage with Other Providers

Visit vsp.com for details, if you plan to see a provider other than a VSP doctor.

Exam	up to $50	Lined Trifocal Lenses	up to $100
Frame	up to $70	Progressive Lenses	up to $75
Single Vision Lenses	up to $50	Contacts	up to $105
Lined Bifocal Lenses	up to $75	Tints	up to $5

VSP guarantees coverage from VSP doctors only. Coverage information is subject to change. In the event of a conflict between this information and your organization's contract with VSP the terms of the contract will prevail. Based on applicable laws, benefits may vary by location.

Visit **vsp.com** or call **800.877.7195** for more details on your vision coverage and exclusive savings and promotions for VSP members.

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February Substitute List

First Name	Last Name	Certification
Cheryl	Black	Educational Aide
Mary	Buckey	5 Yr. Prof. 1-8
Zachary	Colegrove	4 Yr. 7-12 Integ. SS
Nicole	Dimitroff	Educational Aide
Katrena	Grantham	4 Yr. 4-9 SS, Sci
Paul	Hederstrom	L-T 7-12 Integ. Math
Rebecca	Huffstutler	4Yr. 4-9 Lang. Arts, Rdg, SS
Glenda	Kruse	S-T Sub Gen. Educ.
Colin	Landies	S-T Sub Gen. Educ.
Michael	November	S-T Sub Gen. Educ.
Chelsea	Paglia	4 Yr. P-3
Grace	Remington	Educational Aide
Michael	Roth	4 Yr. P-3, 4-5 Early Childhood
Andrew	Pohl	5 Yr. PK-6 Princ, 4-9,7-12 Hist

Version #1

CELL PHONE ALLOWANCE

Eligibility for Cell Phone Allowance

Mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.), (collectively, "cell phones") enable communication whenever a situation arises necessitating immediate contact, regardless of the person's location at the time.

Administrators who are required to have a personally-owned cell phone as a condition of their employment shall receive a monthly cell phone allowance ("allowance"), up to an amount approved annually by the Board to reimburse them for the costs associated with maintaining and using the personally-owned cell phone for business purposes. Additionally, other staff members who believe that they meet the above-identified criteria may apply for an allowance.

Amount of the Allowance

The allowance shall consist of a monthly allowance of up to a specific dollar amount for cellular telephone service and a wireless Internet/data connection;

The allowance shall not reimburse the employee's dollar-for-dollar costs for the cellular telephone service, and shall not exceed the expenses the employee actually incurs in maintaining his/her personally-owned cell phone.

The allowance shall not serve as a substitute for a portion of the staff member's regular wages, and does not constitute an increase to base pay and will not be included in the calculation of percentage increases to base pay due to annual raises, job upgrades or benefits based on a percentage of salary, etc. The Board will pay only the Board-approved allowance even if actual monthly costs exceed the allowance. If the amount of the allowance needs to be changed because of documented business purposes, the employee should notify the Superintendent by submitting a new Cell Phone Allowance Request Form (Form 7530.01 F1).

No allowance will be paid when the employee is on an unpaid leave status, or is on an extended paid leave during which timely, essential business communications are not likely to be necessary. To receive allowance, employee must work the majority of the month.

To be eligible to receive the allowance, the employee must maintain the type of cellular telephone coverage and wireless Internet/data plan that is reasonably related to his/her job responsibilities. Beginning no later than August 1st, annually, each covered administrator and staff member making application for the allowance, must submit to the Superintendent a Cell Phone Allowance Request Form (Form

Version #1

7530.01 F1), including a copy of his/her most recent monthly invoices for his/her cellular telephone service plan to substantiate the amount of the allowance and a document identifying his/her cell phone number (including any pin number associated with a BlackBerry device) so that the employee may be contacted as the need arises. The employee will continue to submit monthly invoices in order to receive the allowance. The employee must maintain an active cellular telephone service contract while the allowance is being provided.

The Superintendent should use knowledge of each employee's duties (e.g., the projected number of minutes of monthly business-related calls, and whether the employee requires wireless Internet/data service) and budget considerations to determine the amount of monthly allowance to recommend to the Board for each employee. In determining the amount of the allowance to recommend to the Board, the Superintendent may take into consideration the cost of the basic equipment, whether wireless Internet/data service is needed, and the cost of the employee's monthly cellular telephone service plan.

In order to continue to receive the allowance, administrators are required to answer all business-related calls on his/her cell phone and promptly respond to any messages.

Allowance Is Not Considered Taxable Income

Provided the employee maintains and uses his/her personally-owned cell phone for business purposes as described herein, the allowance should not be considered additional income to the employee (i.e., the allowance will be treated as a non-payroll reimbursement of a business expense – similar to mileage reimbursements – and no payroll taxes will be withheld from the employee's paycheck for the amount of the allowance and the amount of the allowance will not be reported as wages on the employee's year-end W-2 statement). Additionally, staff members who receive an allowance are not required to submit a log documenting their business-related use of the cell phone; non-exempt employees, however, must comply with the timekeeping requirements set forth above. For determination of individual taxability, employees should check with their tax advisor.

Employee's Responsibilities

The employee is responsible for choosing his/her cell phone, the voice and/or wireless data plan, and the service provider. Since the cell phone is the employee's personal property, the cell phone may be used for personal calls (see below concerning the making of personal calls during work time) and be combined or enhanced with other personal plans (i.e., the employee may also, at his/her own expense, add extra services or equipment features, as desired). The employee is responsible for paying all monthly service charges in full and on time. The Board does not accept any liability for claims, charges, or disputes between the service

provider and the staff member. Because the employee is personally responsible for the cell phone, any replacement for loss or damage will be at the expense of the employee. Such replacement or repair must be completed promptly and the Superintendent must be notified if the employee will not be available by his/her cell phone for a period of time.

Employees should contact the vendor/carrier through which they purchased their cell phone and their cellular telephone service (including wireless Internet/data service, if applicable) for support.

Employees may contact the Educational Service Center's IT Department/Support Staff for consultation on the type of equipment to purchase if they are obtaining wireless Internet/data service in order to enable e-mail and calendar support through the Center's servers (e.g., through Microsoft Exchange, Novell GroupWise, etc.) and to obtain assistance in setting up their device to connect to the Center's servers. The Center's IT Department/Support Staff will assist employees who have wireless Internet/data service with e-mail and calendar functionality.

Changing or Ending a Cellular Telephone Service Contract Early

If prior to the end of a cellular telephone and/or wireless Internet/data service contract, a personal decision by the employee results in the need to end or change the contract, the employee will bear the costs of any fees associated with the change or cancellation.

If prior to the end of a cellular telephone and/or wireless Internet/data service contract, the employee's misconduct, or misuse of the cell phone, results in the need to end or change the contract, the employee will bear the costs of any fees associated with the change or cancellation.

If prior to the end of a cellular telephone and/or wireless Internet/data service contract, the Board determines to reduce or cancel (unrelated to employee misconduct) the employee's monthly allowance, the Board will bear the cost of any fees associated with the change or cancellation. For example, if the employee is reassigned and/or his/her duties are changed, and the cell phone is no longer needed for business purposes, if the employee does not want to retain the current contract, changes or cancellation fees will be reimbursed by the Board.

When selecting the duration of his/her cellular telephone and/or wireless Internet/data service contract, the employee should take into consideration the length of his/her Board-approved employment contract and not select a duration of the service contract that exceeds the employment contract. If the employee is non-renewed or voluntarily resigns while the service contract is still in effect, the Board will not be responsible for any fees associated with the employee's decision to subsequently change or cancel the contract.

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Once the allowance is given to the employee to purchase a device, the cell phone remains the employee's personal property. However, upon termination, nonrenewal or resignation, the Board will immediately discontinue the monthly allowance.

Safe and Appropriate Use of Cell Phones

Employee safety is a priority of the Board, and responsible use of cell phones, requires safe use. See Policy 7530.02 - Staff Use of Personal Communication Devices.

Employees may not use a cell phone in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.

Duty to Maintain Confidentiality of Student Personally Identifiable Information – Public and Student Record Requirements

Employees are subject to all applicable policies and guidelines pertaining to protection of the security, integrity and availability of the data stored on their cell phones. See Policy 7530.02 - Staff Use of Personal Communication Devices.

Potential Disciplinary Action/Termination of the Cell Phone Allowance

Violation of this policy may constitute just cause for disciplinary action up to and including termination. Use of a cell phone in any manner contrary to local, State or Federal laws will constitute misuse, and will result in immediate termination of the allowance.

Reimbursement for Business-Related Calls on a Personally-Owned Cell Phone

If a Board employee's job duties do not include frequent need for a cell phone, the employee is not eligible for a cell phone allowance or a Board-provided cell phone. Such employees, however, may request reimbursement for the actual extra expenses of business-related calls that are made/received on their personally-owned cell phones. Reimbursement for per-minute "air time" charges is limited to the total overage charge shown on the invoice; expenses for minutes included in the employee's personal plan will not be reimbursed. The employee should make personal payment to the provider, and then submit a request for reimbursement, which details the date/time of the call, to whom the call was placed or from whom the call was received, and a brief description of the purpose of the call. A copy of the employee's cellular telephone service bill must be attached to the request for reimbursement (the employee may redact any personal calls from the bill prior to submitting it). Business-related calls made on school property should be made from traditional land-line phones, when readily accessible, and therefore will not be reimbursed if made on a personally-owned cell phone.

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When authorized in writing by the Superintendent the cost of using a personally-owned cell phone for official business may be reimbursed to the employee. Having a personally-owned cell phone is a choice the employee makes, and if the device is used for business purposes, any reimbursement will be for reasonable costs in excess of the base service plan plus any additional charges such as roaming fees or other fees and taxes incurred as a direct result of the business use. In no instances will the employee be reimbursed more than the monthly cost to the employee. To receive the reimbursement, the employee must document the inbound/outbound telephone number, name of person called, texted, or e-mailed or the individual who called, texted or e-mailed the employee, and the date and purpose of the communication along with the original service plan bill.

Employee Use of Board-Owned Cell Phones

The Board will provide Board-owned cell phones to certain employees who require specific equipment or similar technology to perform Center functions (e.g., school safety, physical plant maintenance, etc.) and expect never to use these devices for personal use. The Superintendent must approve such exceptions. Employees who qualify for this exception may be asked to submit to the Treasurer's Office monthly documentation in the form of a copy of their respective cell phone usage logs, verifying business use. The log must note the date/time of the phone call, to whom the call was placed or from whom the call was received, a brief statement of the purpose of the call, and if the cell phone has wireless Internet/data service, a statement that all use of the wireless Internet/data service was business-related. The employee's immediate supervisor may be required to approve all charges, attesting that all calls were business-related, by initialing the copy of the usage logs. If an employee fails to keep current with this documentation requirement, s/he may be required to return the Board-owned cell phone by the Superintendent.

If a personal call inadvertently occurs, restitution must be made to the Center.

The employee will be required to reimburse the Center for a prorated portion of that month's bill, which is related to the employee's personal use of the device.

The Board reserves the right to switch an employee to the cell phone allowance program if excessive calls are made or if required documentation is not submitted in a timely manner.

I.R.S. Notice 2011-72 (effective December 31, 2009)
R.C. 4511.204

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AGREEMENT
Between
TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER &
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER

Geauga County Educational Service Center agrees to purchase services from the Trumbull County Educational Service Center (TCESC) effective January 24, 2017 under the following terms:

Professional Development

The TCESC will assign Curriculum and Instruction personnel to implement services according to the needs of Geauga County Educational Service Center as identified.

Geauga County Educational Service Center agrees to reimburse TCESC based on an invoice for services. Costs for services rendered are as follows:
Per Supervisor (includes prep time, presentation and transportation) $625.00 per day

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Superintendent Jennifer A Felker Date: 1/24/17
Geauga Co. Educational Service Center

Governing Board President Dennis Battles (SS) Date 1/24/17
Geauga Co. Educational Service Center

Superintendent _____ Date: _____
Trumbull Co. Educational Service Center

Governing Board President _____ Date _____
Trumbull Co. Educational Service Center

PROGRESSIVE Mastery Learning
Learn. Develop. Thrive.

Progressive Mastery Learning, LLC
Creators of:

3420 Culver Dr. NW
Canton OH, 44709

e-mail: chad@thegridmethod.com
phone: 330.933.6200

website: www.thegridmethod.com

THE GRID METHOD
Mastery Learning System

PROFESSIONAL DEVELOPMENT PROPOSAL:

This document will outline and serve as an agreement between The Geauga County ESC (hereinafter "GCESC") and Progressive Mastery Learning, LLC ("PML"), as to how the proposed services, consultation, and implementation of The Grid Method - Mastery Learning System ™ will be provided. Services will be provided on **Friday, March 10th** (Specific Times TBD) at The Dayton Regional STEM School.

SERVICE:	DESCRIPTION:	COST:
(2) Hour Small Group Coaching Session: ($350/hr)	**2 x 1 hour Coaching Session:** This session will provide support and allow pilot group members to discuss, ask questions and receive guidance and feedback on current progress in implementing The Grid Method.	$700
(1) Introduction Session ($500)	**Introduction Session:** This session will introduce The Grid Method to staff and share easy to implement strategies, systems as well as provide a foundation for the implementation of Mastery Learning and its positive outcomes.	$500
Travel	Travel and Accommodations	$200
	TOTAL INVESTMENT:	**$1,400.00**

TERMINATION

This Agreement may only be terminated:

- If one party commits a material breach of any provision of this Agreement (the breaching party) and such party fails to cure the same within twenty (20) days after receiving written notice specifying such breach. If such breach cannot reasonably be cured within 20 days, the breaching party may request a longer period of time as may be reasonably necessary to effect such cure by furnishing to the non-breaching party within such 20 day period a feasible plan demonstrating that it is capable of curing the breach and diligently proceeds to implement such plan to completion. Such extension is permitted solely at the express agreement of the non-breaching party.

- In the event that either party (a) becomes insolvent, is dissolved or liquidated; (b) files or has filed against it a petition in bankruptcy and, in the case of an involuntary petition, such petition is not dismissed within 30 days; or (c) ceases conducting business in the ordinary course.

FORCE MAJEURE

In the event that either party is unable to perform its obligations under this Agreement as a result of a force majeure, neither party shall be liable to the other for direct or consequential damages resulting from lack of performance. "Force Majeure" shall mean fire, earthquake, flood, act of God, riots or civil commotions, litigation, war or other act of any foreign nation, power of government, or governmental agency or authority, or any other cause like or unlike any cause above mentioned which is beyond the control of either party.

ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and there are no oral or other representations regarding the subject of this Agreement that are binding on either party. All changes to this Agreement must by in writing and signed by both parties. It is understood and agreed that e-mail correspondence shall not constitute "a writing" to this agreement unless expressly included herein.

PAYMENT *(Invoice will be sent once proposal is signed. All checks should be made payable to "Progressive Mastery Learning")*

- **TOTAL DUE:** $1,400
  - Due within Thirty (30) Days of provision of services described.

Agreement and Signatures

By signing and dating below, both parties hereto agree to the terms set forth in this Agreement. Upon execution of this Agreement, all services to be provided by PML and all fees to be paid by GCESC, and the schedule of fees and schedule of services, shall all be considered agreed upon by both parties. This Agreement will be considered executed on the date listed below.

Progressive Mastery Learning, LLC Representative	GCESC Representative
CHAD A. OSTROWSKI	Suzanne Sotkovsky Treasurer
Chad A. Ostrowski, CEO	Representative Name / Title
Signature / 1/6/17	Signature / 1/24/17
Date	Date

Sotkovsky Sue

From: Sotkovsky Sue
Sent: Thursday, January 19, 2017 1:08 PM
To: Sotkovsky Sue
Subject: FW: GEL Breakfast - Geauga, State of County

From: Marcia Owen <mowen@geaugagrowth.com>
Date: December 27, 2016 at 5:23:27 PM EST
To: "jennifer.felker@geaugaesc.org" <jennifer.felker@geaugaesc.org>,

Subject: GEL Breakfast - Geauga, State of County

Hello everyone, Happy New Year!

Below is information for the upcoming February 3rd, Geauga, State of the County program that should help you prepare for your presentation. We greatly appreciate your participation. Over the years this has become a very popular program, and we expect to have over 150 people in attendance.

We would like you to arrive at Kent State Geauga campus no later than 7:30 am. The program will start at 8:00 am and run until 9:30 am. Each speaker will have 7-8 minutes to speak on their topic. This will allow for 15 minutes of Q&A after all speakers have presented. If you will be using PowerPoint please get us the file no later than Wednesday, February 1, 2017 so we can load it in order of presentations. Please email it to tjemison@geaugagrowth.com.

In general your topic should be about the state of your subject matter, what is new, what are the issues and opportunities. Below by each speaker is a more detailed example on your subject matter. If you have any questions, please contact Tracy Jemison at the above email or call 440-476-8486. This is the registration link for the program should you want to share it.
https://gel_state_of_geauga_feb3.eventbrite.com

Human Services: Craig A. Swenson, Executive Director, Geauga County Department of Job and Family Services

- Number of individuals served by your agency – is it growing or shrinking?
- The challenges your department is facing
- The challenges your clients face
- What successes have you had?

Government: Frank J. Gliha, Geauga County Auditor

- Review county finances – 2016 finances, 2017 budget
- What are the challenges that county government will be facing in 2017 and beyond?
- Review county debt
- The 2017 reappraisal and what are the trends in Real Estate values.

Education: Jennifer Felker, Superintendent, Geauga County Educational Service Center

- Challenges and opportunities with our public schools
- What is the future of the public schools, decreasing enrollment, finances?
- What changes in education need to occur to prepare our students for 21st Century careers or what is place currently that is preparing them?

Business: Ben Garlich, Mayor, Middlefield Village

- Workforce issues that our companies are facing.
- Middlefield Means Business – what is Middlefield Village doing to support the business community.
- What are the challenges businesses are facing and will be facing in 2017.
- Was 2016 a good year for businesses and what is the outlook for 2017.

Agriculture: Ty Kellogg, Geauga Farm Bureau

- What are the issues that the agricultural community is facing (CAUV, Land prices, energy costs, etc.)
- Are we losing farms?
- Are we seeing a transition in farming , smaller, growers versus dairy herds.
- Is Geauga county still a good place to farm?

Health & Safety: Dan Mix, MA, MPH, Administrator, Geauga County Health District

- What Health issues are facing our residents.
- If your survey is current talk about that.
- What challenges does your department face?
- Are septic systems in Geauga County in Jeopardy? What programs do you offer?

Arts & Leisure: Ed Worso, Director, Geauga County Public Library

- How is the Geauga County Library system transitioning to the digital world?
- What are the current and future challenges the library?
- What new programs have been or will be implemented in the near future?
- What is the future role of a Library in their community?

Thank you!

Marcia Owen | Administrative Manager
GGP now has a Healthcare program that is designed to help your bottom line!!! For information click here or contact GGP.
Geauga Growth Partnership, Inc.
B: 440-564-1060 | M: 440-725-9075 | Email: mowen@geaugagrowth.com
12373 Kinsman Road, Suite C-106, Newbury OH 44065

Geauga Growth Partnership, Inc. is a business-led, 501c3 non-profit organization dedicated to the retention, growth and attraction of jobs, investment and economic growth in Geauga County.

All Children Included in Educational GEAUGA achieve and Vocational Experiences

Join us for the Annual

GEAUGA ACHIEVE FUNDRAISER

Saturday, March 11, 2017

From 6:00 p.m. to 10:00 p.m.

at

Sun Valley Banquet & Party Center

10000 Edwards Lane, Chagrin Falls, Ohio

Event Tickets: $60.00 per couple/pair

Reserved Table for 8-$240.00 Reserved Table for 10-$300.00

Includes dinner, cash bar, basket raffle tickets, & entry into the reverse main board raffle.

Proudly presented by the Geauga Achieve PTO, this fun-for-everyone event includes Silent Auctions, Balloon Pops, Basket Raffles, Side Boards, Sports Jersey Auctions, Liquor Table Raffle, $1,000 Reverse Main Board Raffle Grand Prize, and more! (Winners do not need to be present for raffles.)

Special Advance Raffle Ticket Sale for 4 Premium Floor Seats for Cleveland Cavaliers vs. Utah Jazz Game on March 16, 2017 at Quicken Loans Arena!

Tickets may be purchased by contacting 440-279-7100, or by emailing jennifer.cooper@geaugaesc.org

All proceeds benefit students in the Geauga Achieve Program, which empowers young individuals with disabilities through a supportive and integrated educational environment designed to ensure each student thrives to their best ability.

All Children Included in Educational

GEAUGA achieve

and Vocational Experiences

Support the Students of the Geauga Achieve Program

by Purchasing Advance Raffle Tickets for a Chance to Win

4 Premium Floor Seats for the Cleveland Cavaliers vs. Utah Jazz Game March 16, 2017 at Quicken Loans Arena!

$10 Each

All proceeds from the sale of these raffle tickets benefit students in the Geauga Achieve Program, which empowers young individuals with disabilities through a supportive and integrated educational environment designed to ensure each student thrives to their best ability.

Drawn at March 11th Event. Winner does not need to be present.

Tickets may be purchased by contacting Mary Hanson at 216-401-1886 or at mhanson@xorb.com

Part of the Annual

GEAUGA ACHIEVE FUNDRAISER

Saturday, March 11, 2017

6:00 p.m. to 10:00 p.m. at Sun Valley Banquet & Party Center

Event Tickets Also Available: $60.00 per couple/pair

Includes dinner, cash bar, basket raffle tickets, & entry into the reverse main board raffle.

To purchase event tickets, please contact Jennifer Cooper at 440-635-3713 or at jennifer.cooper@geaugaesc.org