



Celina City School District  
Board of Education  
OAPSE #457/Head Start Negotiations  
Proposal  
October 7, 2022

**ARTICLE I - AGREEMENT AND DURATION**

The contract between the Celina Board of Education and the Ohio Association of Public School Employees Local #457 (AFL-CIO) shall be in full effect from December 1, ~~2022 2018~~—November 30, ~~2025 2021~~. Neither party is bound to any article not contained herein, nor is either party required to negotiate any issue during the duration of this contract.

  
Board Representative  
10/7/2022  
Date

   
Association Representative  
10/7/22 10-7-22  
Date

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**ARTICLE VII – CONTRACTUAL STATUS**

- A. All candidates for classified positions shall be recommended by the Head Start Executive Director, nominated by the Superintendent/designee and are subject to Board rejection or approval.
- B. Upon approval, all new employees (persons not already contracted with the District) will be contracted for a sixty (60) working day probationary period. If at the conclusion of the sixty (60) working day period, no action has been taken to terminate employment, the employee will be considered a candidate as a permanent employee at the next regularly scheduled Board meeting. A simple majority vote of the Board will determine either continued employment or termination. The Superintendent/designee reserves the sole responsibility to dismiss new probationary employees any time during the sixty (60) working day period. By mutual agreement, the parties may extend the probationary period an additional twenty (20) work days.
- ~~C. All candidates for classified positions shall be nominated by the Superintendent/designee and are subject to Board rejection or approval.~~
- C.D. This group Contract will provide the legal employment document for all permanent contracted employees. No additional contract or salary notice will be issued.
- D.E. Work Hours/Days
  - 1. Mercer County Head Start provides student service learning days as indicated by Head Start Performance Standards. Additional staff work days will be determined by Head Start regulations and by the Head Start Executive Director.

**CLASSIFICATION**

**MINIMUM  
 LENGTH OF DAY  
 (Full Time)**

**MINIMUM  
 LENGTH OF YEAR  
 (Includes Holidays)**

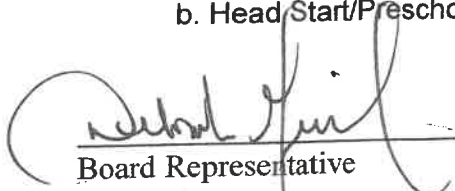
**1. AIDES**

a. Head Start Office Aide


2+

133+ days

b. Head Start/Preschool Aide

  
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2. CAFETERIA

- a. Head Start Head Cook 2+ 133+ days
- a. Head Start Cook 2+ 133+ days
- b. Head Start Cafeteria Worker 2+ 133+ days

3. TRANSPORTATION

- a. Head Start Bus Driver 2+ 133+ days

4. OFFICE EMPLOYEES

- a. Head Start Secretary 2+ 133+ days

5. TEACHER ASSISTANT

- a. Head Start Teacher Assistant I 2+ 133+ days
- b. Head Start Teacher Assistant II 2+ 133+ days

6. HEAD START COORDINATORS

- a. Head Start/Preschool Teacher 2+ 133+ days

7. HEAD START HOME BASE VISITOR 2+

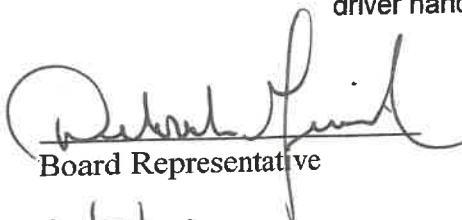
133+ days

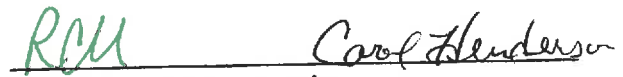
8. HEAD START FAMILY ADVOCATE 2+

133+ days

2. Bus driver work day shall include:

- a. Total driving hours needed to cover mileage assigned from storage to storage.
- b. Time for cleaning, fueling and inspecting bus in addition to driving time.  
(Includes mandatory pre-trip inspection each day).
- c. Complete total cleaning of school bus assigned between June 1-15 of each year (at which driver will be compensated \$125.00) and cleaning of vans (at which driver will be compensated \$80.00) in accordance with bus driver handbook guidelines.

  
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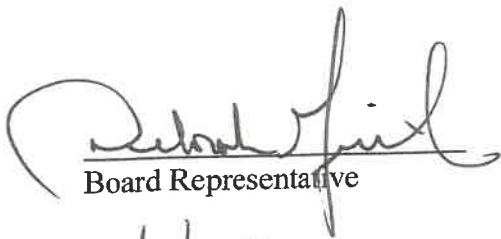
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d. Bus Drivers must get yearly bus cleaning inspection sheet approved by Transportation Supervisor before being excused from school year duties.

E.F. In-Service – Employees may be required to attend up to two (2) meetings per year outside their regular work hours in order to retain their respective positions. Additional in-service meetings shall be paid at the employee’s regular hourly rate.

F.G. Lunch/Break Time – Employees working beyond five (5) hours per day will receive unpaid lunch break time. For each two (2) hours of work, a five (5) minute paid break may be taken as scheduled by supervisor.

  
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**ARTICLE VIII – WORK WEEK/WORK SCHEDULE**

A. The Superintendent/designee has the sole authority for any adjustments to approved schedules.

B. Overtime

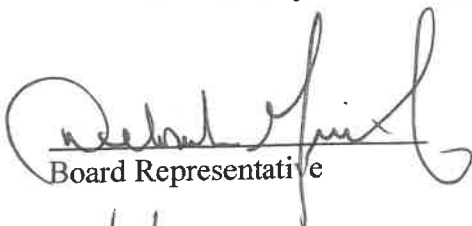
The work week shall consist of four (4) days of ten (10) hours each, or five (5) days of eight hours each and a maximum of forty (40) hours per week (Sunday through Saturday). This Article shall not restrict the extension of the work day or work week on an overtime basis. The four (4) day/ten (10) hour day or five (5) day/eight (8) hour day (non-consecutive) work week shall be implemented by mutual agreement between the employer and the employee. All hours worked in excess of forty (40) hours per week shall be paid at one and one-half (1-1/2) times the regular pay. All work performed on Sunday will be paid at one and one-half (1-1/2) times the regular pay. All work performed on holidays will be paid at one and one-half (1-1/2) times the regular pay and in addition to holiday pay. The time for which an employee is compensated for leave but does not actually work should be counted as hours worked for the purpose of determining eligibility for overtime.


C. Compensatory Time

The time for which an employee is compensated for leave but does not actually work should be counted as "hours worked" for purposes of determining eligibility for overtime or compensatory time off. (72 OAG No. 074)

D. Cancellation Days

**OAPSE Head Start/Public Preschool classified staff members are required to work the equivalent number of hours and days of their contract. OAPSE Head Start/Public Preschool staff members may be involved in a variety of work, including, but not limited to their current job assignment responsibilities, professional development, cleaning and disinfecting, etc. The Head Start/Public Preschool employees may work with their supervisors to arrange how they will fulfill their hourly work requirements.**

  
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**ARTICLE XIII – DISCIPLINARY PROCEDURES**

A. Progressive Discipline

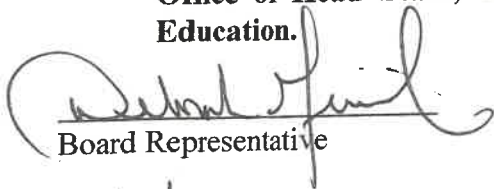
1. Verbal Warning – Documented in personnel file and copy to employee.
2. Written Reprimand – Copy of letter placed in personnel file and copy to employee.
3. Disciplinary – (Up to five (5) day) suspension without pay imposed by the Superintendent/designee – copy of letter placed in personnel file and copy to employee.
4. Termination by the Board may result
5. Other Disciplinary Procedures:

Employees involved in serious acts of omission or commission may be suspended, reduced in pay or position, permanently transferred, or terminated, due to an act or acts which would include but not be limited to incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, and/or violations of reasonable rules and regulations of the Board. In such cases of a serious nature, the progressive discipline procedure need not be followed by the Board/Superintendent prior to suspension and/or termination of the employee.

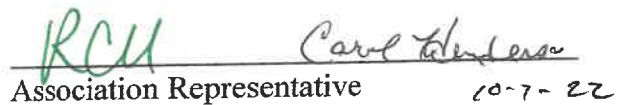
B. Contract Violation

The grievance procedure is the sole vehicle for remediation of disputes.

- C. Disciplinary records will be expunged after thirty-six months. **Disciplinary records regarding safety of children will not be expunged when they are reported to the Office of Head Start, the Children Services Board, and the Ohio Department of Education.**

  
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**ARTICLE XIX – VACATION AND HOLIDAYS**

- A. The following are the ten paid holidays for eleven (225 days) month and twelve (260 days) month non-certificated employees:

Labor Day	New Year's Day
Thanksgiving Day	Martin Luther King Day
Day after Thanksgiving	Good Friday
Christmas Eve	Memorial Day
Christmas Day	<b>Juneteenth</b>
	Independence Day

- B. Nine (185 days) and ten (207 days) month employees will receive seven days of holiday pay. They are:

Labor Day Martin Luther King Day  
Thanksgiving Day Good Friday  
Christmas Day Memorial Day  
New Year's Day

- C. Vacations shall be granted to all twelve month (260 days) non-certificated personnel who are employed on a full-time basis.

.5 – 1.0 years of service in Celina Schools -- 1 week  
1-9 years of service in Celina Schools -- 2 weeks  
10-18 years of service in Celina Schools -- 3 weeks  
19 or more years of experience in Celina Schools -- 4 weeks

Vacation time earned shall be prorated by the following factors:

2 weeks = 0.83 days per month of service  
3 weeks = 1.25 days per month of service  
4 weeks = 1.67 days per month of service

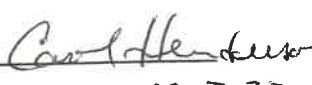
The vacation year shall be from September 1 through August 31 of each year.

  
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Vacation shall be earned on the employee's employment anniversary date.

- D. Employees who move up to "vacation eligible" positions (full time 260 days employees) will only be granted time spent in a vacation eligible position for purposes of calculating eligible vacation time.
- E. Vacations must be approved by the Superintendent/designee at least two (2) weeks in advance to facilitate scheduling and securing temporary replacements. Vacations will be scheduled so that each area or building will have enough experienced workers that the normal schedule will not be disrupted. Vacations may be taken during non-student days upon approval of the Superintendent/designee. Employees with the most seniority shall have priority.

  
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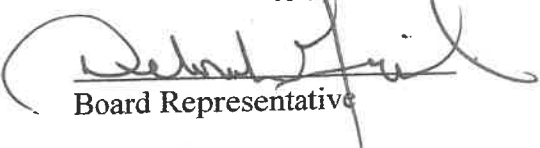
ARTICLE XX – SICK LEAVE

- A. All full-time classified employees shall accrue sick leave at the rate of one and one-fourth (1 ¼) days per month. Hourly or part-time employees will accumulate and deduct sick leave at a rate that is proportional to their assigned work day. Sick leave will accumulate to a maximum of ~~two hundred (200)~~ two hundred and twenty-five (225) days.

\* \* \*

E. Sick Leave Bank

1. All current classified staff members may contribute one (1) day of their accumulated sick leave to a district-wide sick leave bank. The enrollment date deadline for the sick leave bank is October 15 of each year. The maximum contribution per classified staff member will be five (5) days. **Sick Leave Bank Donation Forms must be filled out on an annual basis by October 15 of each year. Those classified staff members who do not turn in their forms will not be a member of the Sick Leave Bank for that year.**
2. If a classified staff member who was eligible at the inception of the sick leave bank chooses to join after the inception they must make up all days which they would have been assessed if they had joined when they were first eligible. **The maximum contributions per classified staff member will be five (5) cumulative days. Staff members may elect to donate an additional one (1) day per year, after they have met their five (5) day maximum contribution requirements, if they indicate their desire to do so on their enrollment form by October 15 each year.**
3. All newly hired classified staff members will be eligible to join by donating one day of their sick leave.
4. There shall be seven (7) members of the Sick Leave Bank Committee. The Association President will appoint three (3) classified members and the Superintendent will appoint three (3) administrators. In addition, the Superintendent will act as the chairperson with one (1) vote.
5. Applications must be made by the classified member with the following information: nature of illness or injury; physician(s) diagnosis and prognosis of the illness or injury; projected date to return to work; explanation of previous leave usage; and any other pertinent information the applicant may wish to submit to the committee before a decision is made.

  
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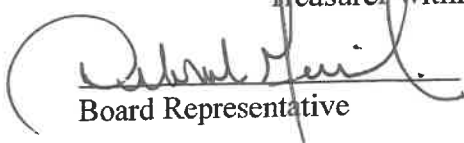
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6. Maximum of twenty (20) days may be granted to an applicant per event. A classified member may be granted a total of not more than forty (40) days from the sick leave bank. For classified members who have donated fifteen (15) or more days as of July 1, 2018, they may be granted a total of not more than sixty (60) days.
7. Members of the bargaining unit may withdraw from participation at any time but any day contributed is not refundable.
8. Only members of the sick leave bank are eligible to receive sick leave bank benefits.
9. The Board of Education shall remit the regular salary to the sick leave bank member.
10. Sick Leave Bank days cannot be used in lieu of application for SERS disability.
11. Sick Leave Bank cannot be used if the classified member has applied for and been granted disability retirement.
12. The classified employee must have exhausted his/her own sick, **vacation, and personal** leave first, before being granted any days from the sick leave bank.
13. All information and reports relating to application submitted under this article will remain confidential.
14. The District Treasurer will notify the Sick Leave Bank Committee members and the Association President of the number of days accumulated in the sick leave bank annually.
15. All classified employees will be provided with an annual options form to indicate participation in the Sick Leave Bank. The forms will be forwarded to the Treasurer within the ten (10) working days for the enrollment date deadline.

  
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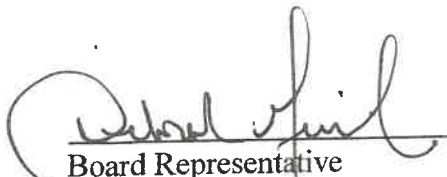
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- F. For known or prescheduled sick leave, absent Bus Aides, Bus Drivers and Cafeteria Staff are required to attempt to secure a substitute to cover for their absence by contacting a substitute from the Head Start Sub List. Teachers, Teacher Assistants, and Classroom aides should continue to contact the Education Manager to secure substitutes.**

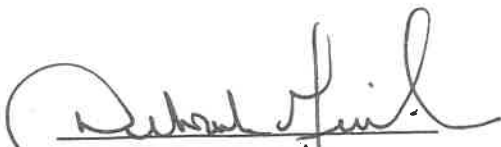
  
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**ARTICLE XXI – FUNERAL LEAVE**

- A. Absence to attend and to plan funerals that occur on days school is in session for death in the immediate family (spouse, children, parents, and spouse’s parents, brothers, sisters, grandparents/grandchildren, and any other person (not renters) residing in the immediate household for the past six (6) months) shall be limited to three (3) days **up to and including the day of the funeral/memorial service.**
  
- B. Other relatives:
  - 1. One (1) day

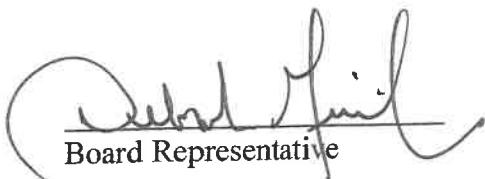
  
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**ARTICLE XXIII – LEAVE FOR COURT APPEARANCE**

- A. In the event an employee is required to appear in court (other than for jury duty), it will be an excused absence without pay, unless the employee has vacation or personal leave time that they can use.
- B. In case of absence from duty in response to a jury summons, there shall be deducted from the salary of the employee the amount and only the amount of any jury fee or other compensation, exclusive of any reimbursement paid for expenses.
- C. **For known or prescheduled leave for court appearance, absent Bus Aides, Bus Drivers and Cafeteria Staff are required to attempt to secure a substitute to cover for their absence by contacting a substitute from the Head Start Sub List. Teachers, Teacher Assistants, and Classroom aides should continue to contact the Education Manager to secure substitutes.**

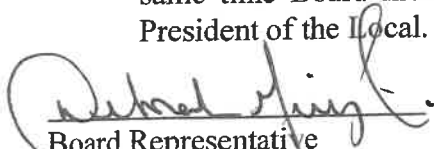
  
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**ARTICLE XXIV – OAPSE BUSINESS LEAVE/UNION RIGHTS**

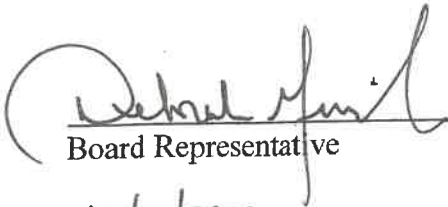
- A. The Board agrees to permit up to three (3) elected delegates of OAPSE Local #457 leave of three (3) days each to attend the OAPSE Annual conference with continuity of salary.
- B. The cost of replacing said delegate with substitutes (if any) will be reimbursed by Local #457 to the Board.
- C. The Board shall grant up to fifteen (15) days unpaid leave for a member of the Local who is elected to a National, State or District Office or for those persons serving on National, State or District Committees. The OAPSE State Office shall verify, in advance, committee appointments and meetings. Reimbursement to the Board for the continuation of salary and benefits shall be pre-arranged with the OAPSE State Office.
- D.A. Local Meetings – The Local may use selected Board of Education buildings and grounds for regular meetings by securing proper advance approval from the Superintendent/designee.
- E.B. The Union shall be permitted to have areas in each building to post vacancies, Union notices, etc., for employee notification, except as set forth in Section I (below). Union business communications shall be scheduled during planned break times so as not to take employees away from performing their job duties.
- F.C. Courier service may be used by the Local as long as regular school business is not preempted. Duplicating equipment, designated by the building principal, may be used by the Local after or before regular school hours. The Local will purchase its own materials.
- G.D. Existing telephone facilities shall be made available to officers of the Local for their reasonable use.
- H.E. The President of the Local shall be given the agenda and any reports to be released to the public concerning matters to be considered at regular or special Board meetings at the same time Board members receive them. A copy of the minutes shall be given to the President of the Local.


  
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- I. The employer shall notify the union President/designee of any new hires and allow 20 minutes (without loss of pay to either employee) for Union orientation on employee's first day of work.

  
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**ARTICLE XXVII – PAY PERIODS & DEDUCTIONS**

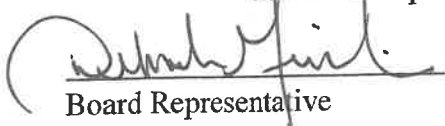
**A. Paydays**

1. Wages will be paid on the basis of twenty-four (24) equal installments paid on the 10<sup>th</sup> and the 25<sup>th</sup> of each month.
2. If a payday falls on a day that schools are scheduled to be closed (i.e. holiday or weekend), checks will be electronically deposited the prior business day. In the event that the payday falls on a holiday, the electronic transfer shall take place on the **Celina City Schools** workday prior to the holiday.
3. Hourly earnings submitted to the Treasurer’s Office during the current pay period will be included in the following pay period.
4. Mandatory direct deposit of employee paychecks to the financial institution of the employee’s choice shall be administered.
5. At any time during the term of this Agreement, the Board may implement an electronic time keeping system. The Superintendent will confer with the Union prior to such implementation.

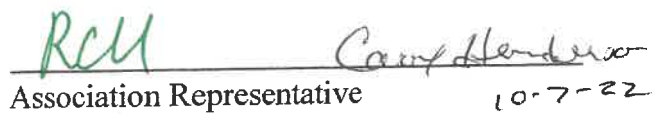
B. All payroll deductions except Union dues and community charities must be filed at least nine (9) days prior to the first payroll period of the school year or at least nine (9) days prior to the first payroll after January 1. Deductions will be as equal as possible over the twenty-four (24) pay periods.

**C. Union Dues Deductions**

1. The Board agrees to deduct Union dues for every employee who authorizes the Board to do so in writing, and to remit the dues to the State Union Treasurer monthly together with a list showing the names of the employees and the amount deducted.
2. Deductions shall be in twenty-four (24) consecutive pays beginning with the month of September.

  
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3. Enrollment for dues deductions shall be made upon submission of a signed authorization form to the Board Treasurer. Dues deduction authorization may be revoked by an employee ~~during a ten (10) day period ending August 31~~ **per the Membership Application**. Dues deduction authorization not revoked ~~during the ten (10) day period~~ **per the Membership Application** shall continue for successive periods until annual dues requirement has been met. ~~Written notice of revocation shall be served upon the Board Treasurer and State Union Treasurer.~~
  4. The Board agrees not to honor any dues deduction authorizations executed in favor of any other labor organization.
- D. The Board agrees to deduct from the wages any employee who is a member of the Union a PEOPLE (Public Employees Organized to Promote Legislative Equality) deduction as provided for in written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employee agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

  
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ARTICLE XXXIV – FAIR SHARE FEE

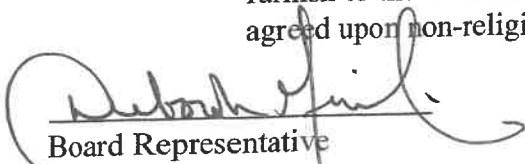
~~\*The Union agrees to follow standing law, but in the event the law changes, this Article will stand.\*~~

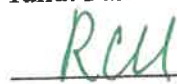
A. ~~This Article is null and void as a matter of law based on the Supreme Court decision in Janus v. AFSCME, Council 31, et al., 138 S.Ct. 2448 (2018), and will not be implemented, but is preserved should the law change in future years. When the Union presents to the Superintendent evidence that a majority has joined voluntarily then this contract provision will be in effect as a permanent provision of the term of this contract.~~


B. Fair Share, Due/Fees Deductions

All employees of the Bargaining Unit shall become either:

1. A Member of OAPSE Local #457 and execute an authorization for dues deduction on a form provided by OAPSE, or;
2. In the alternative, the Board Treasurer shall deduct from the salaries of the employee(s) not applying for Membership, a service fee in the amount set forth in written notification by the Local Treasurer, such notice to be provided not later than September 5<sup>th</sup> of each school year. Such fee shall be required as a condition of employment following a Probationary Period of sixty (60) days following employment.
3. Any employee of the Bargaining Unit who has been declared exempt for religious convictions by the State Employee Relations Board shall not be required to pay said Fair Share Fee. However, such employee shall pay in lieu of such Fair Share Fee, on the same time schedule as Union dues are payable, an amount of money equal to such Fair Share Fee to a non-religious charitable fund exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, mutually agreed upon by such employee and the OAPSE State Treasurer. Such employee shall furnish to the OAPSE State Treasurer written receipts evidencing payment to such agreed upon non-religious charitable fund. Failure to make such payment or

  
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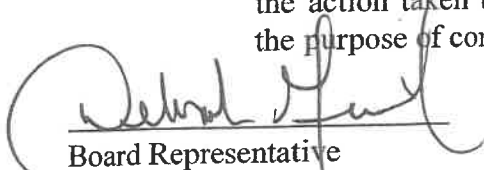
  
Association Representative  
10/7/22  
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10-7-22

Celina City School District  
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furnish receipts as proof of payment shall subject such employee to the same sanctions as would nonpayment of Union dues under the Agreement.

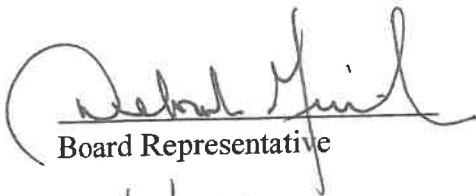
4. In no case shall the monthly service fee be in excess of the regular OAPSE Membership dues.
5. All Bargaining Unit Members shall either authorize payroll deduction for the payment of dues or remit payments, in full, directly to the Local Treasurer.
6. Such deductions shall be made in twenty-four (24) equal installments beginning with the first pay in September. Signed Payroll Deduction Authorization executed by the members shall be continuous from year-to-year for the duration of the term of recognition of OAPSE Local #457 as the Bargaining Representative or until such time as the employee withdraws such authorization **per the Membership Application, in writing.** ~~Withdrawal of membership does not preclude payment of the Fair Share Fee. An Employee may withdraw Membership during a ten (10) day period from August 22nd through August 31st. Should a Member withdraw during the Withdraw Period, the Board Treasurer shall then deduct according to Article XXIV.~~
7. Payroll deductions shall occur immediately upon request or in the case of new employee(s), following the Probationary Period.
8. The Board Treasurer shall notify the OAPSE State Treasurer of the gross salary of the employee based on W-2 information. The Board Treasurer shall forward to the OAPSE Treasurer the amount of the State dues/fees, along with a complete description by name and amount, for each employee. A copy of this description shall be forwarded to the Local Treasurer. The Board Treasurer shall make a one time deduction, the first pay in September, of Local #457 dues/fees and forward same to the Local Treasurer within five (5) days of the deduction.
9. The Union shall defend and indemnify the Board, the Treasurer, their Officers, Members, Agents and Assignees in both their Individual and Official capacities and hold them harmless against any and all claims, demands, suits, or other forms of liability, including legal fees and expenses that may arise out of or by reason of the action taken by the Board, its Officers, Member Employees and/or agents for the purpose of complying with any of the provisions of this Article or in reliance

  
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on any list, notices, or assignments furnished under any of such provisions. The Union shall retain control of and appointments of Legal Counsel for defense and indemnification purposes.

  
Board Representative  
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RAM Association Representative Carl Henderson  
10/7/22 Date 10-7-22

**ARTICLE II – RECOGNITION**

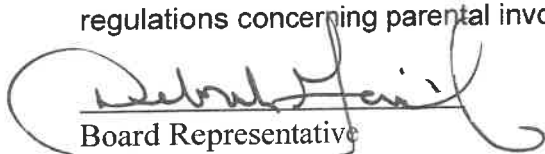
A. The Board of Education of the Celina City School District, hereinafter referred to as the “Board”, recognizes the Ohio Association of Public School Employees, AFSCME Local #4/AFL-CIO, Celina Local #457, hereinafter referred to as the “Union”, as the sole and exclusive bargaining representative for Mercer County Head Start/Public Preschool Employees. The term “employee” shall include all employees working in the following positions:

1. Head Start/Pre-School Teacher
2. Head Start/Pre-School Aide
3. Head Start Family & Community Service Coordinator
4. Head Start Secretary
5. Head Start Bus Driver
6. Head Start Family Advocate
7. Head Start Office Aide
8. Head Start/Pre-School Teacher Assistant I
- 9. Head Start/Pre-School Teacher Assistant II**
- 10.9-Head Start Home Base Visitor
- 11.10-Head Start Transportation Aide

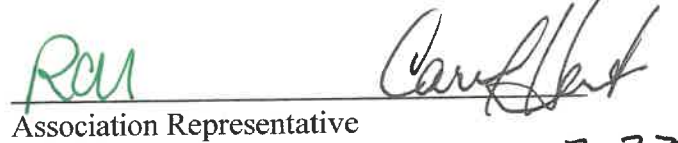
B. Excluded from the employee unit are the following:

1. Head Start Executive Director
2. Education Manager
3. Health and ~~Safety Community Services~~ Manager
4. Family Engagement Services Manager
- 5. Mental Health Manager**

\*Because of federal regulations and recommendations concerning parental involvement as paid employees as well as volunteers, it is agreed that a limited number of paid temporary positions (maximum five (5) may be filled by Head Start parents. These jobs will not have to be posted. These jobs will be filled by Head Start parents on an annual basis and these parents will receive none of the benefits under the contract. The purpose behind these positions is to satisfy federal regulations concerning parental involvement.

  
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ARTICLE XXII – PERSONAL LEAVE

- A. Each employee is entitled to three (3) unrestricted personal leave days each year upon request to his/her supervisor. Such days shall be without loss of pay or deduction from sick leave. An employee not using his/her unrestricted personal leave will be compensated for each day at the daily pay rate for the particular job. Said stipend compensation shall be paid to the employee during the last pay period in the yearly contract (i.e., 24<sup>th</sup> pay period).
- B. The Superintendent may approve additional days as warranted by emergency upon the written request, including reasons, by any employee who has exhausted the personal leave provided herein.
- C. No personal leave may be taken on the day immediately preceding or following a school holiday or during the first ~~two (2)~~ weeks with students and last two weeks of school with students, unless a dire emergency exists. Requests made for exception to this regulation must be in writing to the Superintendent clearly defining the emergency.
- D. Leaves taken for personal reasons with a corresponding loss of pay are in violation of an individual Contract. Waiver of contractual obligation is only possible upon the approval of the Board.

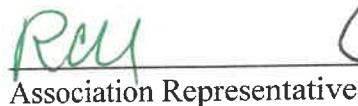
~~E. Personal leave will be granted based on time/date order that the individual's leave form has been submitted. Only one employee per position category can use a personal leave day per contract day.~~

**E F.** An employee may carry over one (1) day or cash out at the daily rate. An employee shall have no more than four (4) personal days. The classified staff member must inform the treasurer in writing of his/her decision to carry over a day by the end of the school year. If the staff member fails to notify the treasurer any unused personal days will be cashed out.

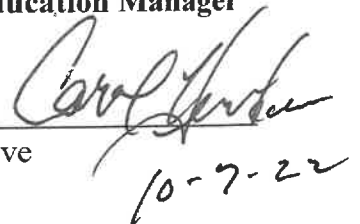
**F G.** For known or prescheduled personal leave, absent Bus Aides, Bus Drivers and Cafeteria Staff are required to attempt to secure a substitute to cover for their absence by contacting a substitute from the Head Start Sub List. Teachers, Teacher Assistants, and Classroom aides should continue to contact the Education Manager to secure substitutes.

  
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ARTICLE XXIX – INSURANCE

- A. The Board will provide financial support to the employees in their selection of the medical, prescription and dental benefits. ~~The support of the medical benefits will be limited to the PPO alternative plan. Employees selecting a plan other than the PPO alternative plan will be required to pay the difference in the cost of the plan and the amount of the financial support the Board will contribute per this Article.~~

Eligible employees shall contribute to the cost of health insurance (family/single) as set forth in the “Appendix B – Employee Health Insurance Schedule” in the Negotiated Agreement.”

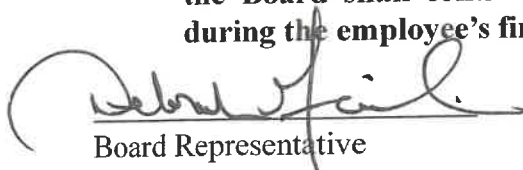
- B. Selection of Insurance Benefits

~~The current PPO Plan will be in effect until discontinued by the Mercer/Auglaize Employee Benefit Trust (“MABT”). The District will also offer the option of an HDHP/HSA Plan offered by the Mercer/Auglaize Employee Benefit Trust (MABT).~~

~~The employee monthly premium contribution for the PPO Plan shall be fifteen percent (15%) of the premium for single or family coverage, effective January 1, 2019. The employee monthly premium contribution for the HDHP/HSA Plan shall be nine percent (9%) for 2023 and 2024, and ten and one-half percent (10.5%) for 2025. seven and one-half percent (7.5%).~~

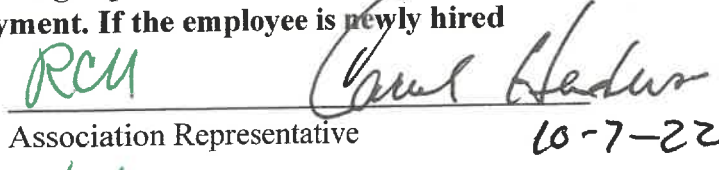
The Board will contribute ~~\$1,000 \$1225~~ for a single plan and ~~\$2,000 \$2450~~ for a family plan to each employee’s HSA from January 1, ~~2023 2019~~ to December 31, ~~2024 2019~~; and from January 1, 2020 to December 31, 2020; and from January 1, 2021 to December 31, 2021, with no match required by the employee. **The Board will contribute \$500 for a single plan and \$1,000 for a family plan to each employee’s HSA from January 1, 2025 to December 31, 2025 with no match required by the employee. The parties agree that the Board funded portion of the HSA will end with the January 1, 2025 – December 31, 2025 payment.**

For an employee newly hired in the District for the 2022-23 or 2023-24 school year, the Board shall contribute \$1,225 for a single plan and \$2,450 for a family plan during the employee’s first year of employment. If the employee is newly hired



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**during the 2022-23 school year, the Board shall contribute \$1,000 for a single plan and \$2,000 for a family plan during the 2024 insurance plan year.**

For each year, half of the contribution will be deposited into the employee's account the first pay in January, and the other half to be provided the earlier of the first pay in July or once the employee has used all of the funds deposited by the Board.

The District will offer to the employees covered by this agreement, unless otherwise excluded elsewhere in this agreement, the option to participate in any of the benefit plans for medical, dental, and prescription drugs as approved by the Mercer/Auglaize Employee Benefit Trust.

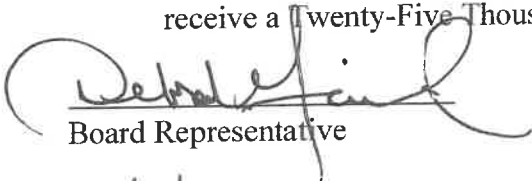
Enrollment in a plan must be within thirty (30) days of becoming eligible, either through the hiring process or a family change in status, or during the annual open enrollment period.

- C. All pre-existing condition decisions shall follow federal and state statutes for newly hired employees.
- D. If more than one (1) family member is employed by the Celina City Schools (includes all personnel) only one (1) family benefit plan may be selected and there is no allowance for an individual plan.

Each individual family member employed is entitled to an individual benefit plan if so requested.

- E. If a spouse of any school employee is permanently employed and has an available health, major medical, or dental plan that is equal to or better than the school's plan, the school employee shall file an exemption card which authorizes a refusal of any school plan. If said equivalent coverage terminates due to spouse's loss of coverage, said employee may request and will be added immediately to the school's plan. The above participating percentage in Appendix B will apply.

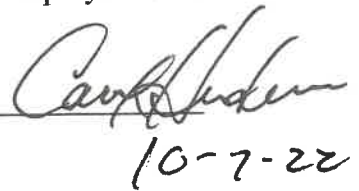
- F. The Board will select and pay for term life insurance policy. All classified employees will receive a Twenty-Five Thousand Dollar (\$25,000) term life policy.

  
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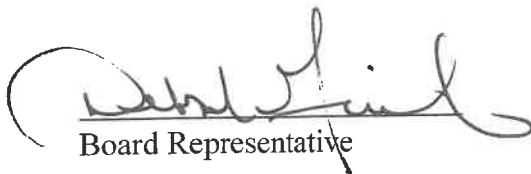
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- G. The Board will: 1) provide general liability insurance, or 2) indemnify, defend, or hold harmless employees governed by this Contract for acts of omissions occurring within the scope of employment and in good faith belief that such conduct was lawful and in the best interest of the School District.
- H. Workman's Compensation is provided and paid for by the Board which provides insurance for employees who are injured while they are performing their assigned duty. All injury reports must be filed within twenty-four (24) hours with the Treasurer of the school.
- I. Optical Expense Reimbursement for employee and his/her immediate family must be documented by receipts. Receipts reimbursed up to \$200 annually between January 1<sup>st</sup> and December 31<sup>st</sup> for any licensed doctors.
- J. Employee Assistance Program
  - 1. This health insurance coverage will be made available to all employees until the Board should discontinue the program. The Union understands, recognizes, and agrees that if this program is discontinued the Union will not have the right to grieve or otherwise contest the Board's decision of discontinuation.
- K. The Board offers a Section 125 plan for employees, at the employee's option.
- L. **For employees working 6+ hours/day, the Board will pay \$16.66 per month to the premium for the family plan and \$7.77 per month for the premium for the single plan for the VSP Premium Plan (VSP Plan 1). For employees working less than 6 hours/day, the Board will pay 50% of the premium amounts set forth above per month for a Family and a Single VSP plan.**

  
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Appendix B

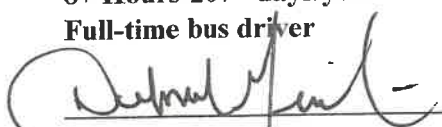
Classified Staff Insurance Rates

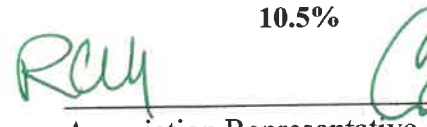
Employee Monthly Premium Contribution  
 For HDHP/HSA Effective January 1, 2023 – December 31, 2024 ~~2019~~


<u>EMPLOYEE HOURS/DAYS</u>	<u>Employee Percentage</u>
	<u>1/1/2023</u> <del>2019</del>
2+ Hours-186+ days/year	38%
3+ Hours-186+ days/year	38%
4+ Hours-186+ days/year	38%
5+ Hours-186+ days/year	11.5% <del>10%</del>
6+ Hours-186+ days/year	9.0% <del>7.5%</del>
7+ Hours-186+ days/year	9.0% <del>7.5%</del>
8+ Hours-186+ days/year	9.0% <del>7.5%</del>
7+ Hours-207+ days/year	9.0% <del>7.5%</del>
8+ Hours-207+ days/year	9.0% <del>7.5%</del>
Full-time bus driver	9.0% <del>7.5%</del>

Employee Monthly Premium Contribution  
 For HDHP/HSA Effective January 1, 2025

<u>EMPLOYEE HOURS/DAYS</u>	<u>Employee Percentage</u>
	<u>1/1/2025</u>
2+ Hours-186+ days/year	38%
3+ Hours-186+ days/year	38%
4+ Hours-186+ days/year	38%
5+ Hours-186+ days/year	13%
6+ Hours-186+ days/year	10.5%
7+ Hours-186+ days/year	10.5%
8+ Hours-186+ days/year	10.5%
7+ Hours-207+ days/year	10.5%
8+ Hours-207+ days/year	10.5%
Full-time bus driver	10.5%

  
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Appendix B  
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Appendix B

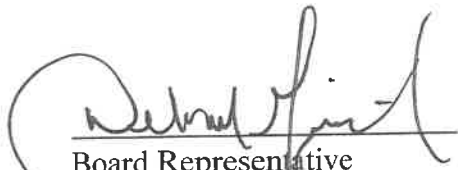
**Employee Monthly Premium Contribution  
 for PPO Alternative Effective January 1, 2019**


<u>EMPLOYEE HOURS/DAYS</u>	<u>Employee Percentage 1/1/2019</u>	<u>Employee Percentage 1/1/2020</u>	<u>Employee Percentage 1/1/2021</u>
2+ Hours-186+ days/year	40%	40%	40%
3+ Hours-186+ days/year	40%	40%	40%
4+ Hours-186+ days/year	40%	40%	40%
5+ Hours-186+ days/year	15%	20%	20%
6+ Hours-186+ days/year	15%	20%	20%
7+ Hours-186+ days/year	15%	20%	20%
8+ Hours-186+ days/year	15%	20%	20%
7+ Hours-207+ days/year	15%	20%	20%
8+ Hours-207+ days/year	15%	20%	20%
Full-time bus driver	15%	20%	20%

\*Any new employee under 6 hours per day hired on or after July 1, 2015 will not be eligible for medical insurance.

\*Any employee under 6+ hours per day who is currently enrolled in MABT health insurance may continue in current coverage(s) at the rate prescribed in the column of collective bargaining agreement. This coverage will continue until the employee terminates coverage or employment is terminated with the district or the employee becomes full-time (6 or more hours per day). Any full-time employee currently covered under District health insurance can drop to part-time and keep coverage at the rate prescribed by the collective bargaining agreement.

\*Any employee under 6+ hours may purchase dental and/or prescription insurance at 100% of the cost.

  
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**Appendix B**

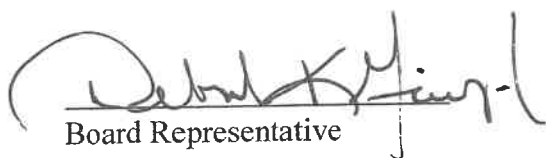
**Employee Monthly Premium Contribution  
 for PPO Alternative until January 1, 2019**

<u>EMPLOYEE HOURS/DAYS</u>	<u>Employee Percentage</u> <u>1/1/2019</u>
2+ Hours-186+ days/year	38%
3+ Hours-186+ days/year	38%
4+ Hours-186+ days/year	38%
5+ Hours-186+ days/year	10%
6+ Hours-186+ days/year	7.5%
7+ Hours-186+ days/year	7.5%
8+ Hours-186+ days/year	7.5%
7+ Hours-207+ days/year	7.5%
8+ Hours-207+ days/year	7.5%
Full-time bus driver	7..5%

~~\*Any new employee under 6 hours per day hired on or after July 1, 2015 will not be eligible for medical insurance.~~

~~\*Any employee under 6+ hours per day who is currently enrolled in MABT health insurance may continue in current coverage(s) at the rate prescribed in the column of collective bargaining agreement. This coverage will continue until the employee terminates coverage or employment is terminated with the district or the employee becomes full-time (6 or more hours per day). Any full-time employee currently covered under District health insurance can drop to part-time and keep coverage at the rate prescribed by the collective bargaining agreement.~~

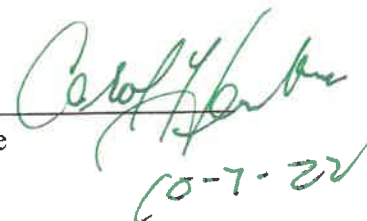
~~\*Any employee under 6+ hours may purchase dental and/or prescription insurance at 100% of the cost.~~

  
 Board Representative

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**CELINA CITY SCHOOLS  
 HEAD START/CELINA PRESCHOOL SALARY SCHEDULE  
 EFFECTIVE 12/1/2022 ~~2018~~**

<u>POSITION</u>	<u>HOURLY WAGE</u>	
<b>AIDES</b>		
Head Start/Preschool Aide	\$ 11.56	\$ <del>10.27</del>
Head Start Office Aide	\$ 11.06	\$ <del>9.83</del>
Head Start/Preschool Bus Aide	\$ 11.56	\$ <del>10.27</del>
<b>CAFETERIA</b>		
Head Start Head Cook	\$ 15.06	\$ <del>13.37</del>
Head Start Cook	\$ 12.07	\$ <del>10.72</del>
Head Start Cafeteria Worker	\$ 11.94	\$ <del>10.60</del>
<b>TRANSPORTATION</b>		
Head Start Bus Driver	\$ 15.44	\$ <del>13.71</del>
<b>OFFICE EMPLOYEES</b>		
Head Start Secretary	\$ 14.11	\$ <del>12.53</del>
Preschool Secretary	\$ 14.11	\$ <del>12.53</del>
<b>TEACHER ASSISTANT</b>		
Head Start Teacher Assistant I	\$ 16.35	\$ <del>14.51</del>
Head Start Teacher Assistant II	\$ 11.56	
Preschool Teacher Assistant	\$ 16.35	\$ <del>13.72</del>
<b>TEACHERS</b>		
Head Start Teacher	\$ 20.99	\$ <del>18.64</del>
Preschool Teacher	\$ 20.99	\$ <del>17.76</del>
<b>HEAD START HOME BASE VISITOR</b>		
Head Start Home Base Visitor	\$ 19.35	\$ <del>17.19</del>
<b>HEAD START FAMILY ADVOCATE</b>		
Head Start Family Advocate	\$ 16.35	\$ <del>14.51</del>

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 Board Representative

\_\_\_\_\_  
 Date

*Carol Henderson*  
 Association Representative

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**Head Start/Celina Preschool**

Teacher Assistant I requires either a CDA, Associate's Degree in ECE (or closely related field), or higher. Teacher Assistant II requires the employee to have a HS Diploma or equivalent and agree to obtain a CDA within 24 months of hire (in accordance with the Head Start Act, 2007). MCHS would bear the cost of the CDA program. Once the employee obtains the CDA, they would be considered a Teacher Assistant I. At the time of hire, the employee would enter into a written agreement outlining employment contingent on enrolling, maintaining, and achieving a CDA within 24 months of the hire date.

All staff hourly rates will be adjusted to correspond with the Department of Health and Human Services Federal Grant funding.

If applicable Federal regulation or monies should change, succeeding contracts will change to reflect the new regulations or allocations.

In a teacher's absence, the classroom assistant will receive an additional \$1.50 per hour because of added responsibility.

Head Start/Celina Preschool will be granted raises based on the Federal Cost of Living adjustment percentage. Anyone bidding into Head Start/Preschool will start at the above Entry Level Pay.

~~Any Head Start/Preschool employee who is not at the entry level pay will have their pay adjusted to match the 2018 Entry Pay Scale.~~

Hourly wages to increase one percent (1%) on December 1, 2019 2022, and also on December 1, 2020 two percent (2%) on December 1, 2023, and wages in year 3, shall be no less than two percent (2%), beginning December 1, 2024, however, both parties agree to re-open the Collective Bargaining Agreement for wages only.

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Board Representative

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Date

  
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Association Representative

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