

APPENDIX B

Supplemental Contract Categories* and Indexes**

Steps shall be frozen and there shall be no step advancement on the supplemental step schedule during the term of this agreement.

**MIDDLETOWN BOARD OF EDUCATION
SUPPLEMENTAL CATEGORIES* AND INDEXES**
July 1, 2014**

1%, Steps Frozen

EXP.		I		II		III		IV		V		VI		VII
0	0.160	\$5,411	0.090	\$3,044	0.070	\$2,367	0.050	\$1,691	0.040	\$1,353	0.030	\$1,015	0.020	\$676
1	0.170	\$5,749	0.100	\$3,382	0.080	\$2,706	0.060	\$2,029	0.050	\$1,691	0.040	\$1,353	0.030	\$1,015
2	0.180	\$6,087	0.110	\$3,720	0.090	\$3,044	0.070	\$2,367	0.060	\$2,029	0.050	\$1,691	0.040	\$1,353
3	0.190	\$6,426	0.120	\$4,058	0.100	\$3,382	0.080	\$2,706	0.070	\$2,367	0.060	\$2,029	0.050	\$1,691
4	0.200	\$6,764	0.130	\$4,396	0.110	\$3,720	0.090	\$3,044	0.080	\$2,706	0.070	\$2,367	0.060	\$2,029

Base Salary 2014-2015 \$33,819

Method of Computation

All indexed positions will be computed by multiplying the index value for each position times the current base salary.

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** Amounts represented herein do not preclude issuance of an extended time contract, in addition to the supplemental contract.

CATEGORY I		CATEGORY V	
Head Football	August/December	Major Play Director	After Given
Head Basketball	December/April	Musical Director	After Given
Marching Band	August/December	Auxiliary Band Assistant	October/December
		Pep Band/Jazz Band	April
CATEGORY II		Football/Basketball Assist.7&8	FB-October/December
Vocal Music & Show Choir	December/June		BB-December/April
Football Assistant	August/December	Newspaper	December/June
Basketball Assistant	December/April	Golf Assistant	October
Marching Band Assistant	October/December	Tennis Assistant	Girls - October
Head Wrestling	December/April		Boys - June
Head Track	June	Cross Country Assistant	October
Head Soccer	August/October	Volleyball Assistant	Girls - October
Head Baseball/Softball	June		Boys - June
		Middle School Head Track	June
CATEGORY III		Orchestra Director	June
Dance Coach	October/April	Bowling Assistant	December/April
Equipment Manager	August/June		
Yearbook	June	CATEGORY VI	
Head Swimming/Dive Coach	December/April	Debate	April
Baseball/Softball Assistant	June	Middle School Track Assist.	June
Stage Manager	December/April	Forensics	October/April
Cheerleader Advisor	October/April	Thespians	October/April
Head Football/Basketball 7&8	FB-October/December	Vocal Director-Musical	After Given
	BB-December/April	Tech. Director-Musical	After Given
Track Assistant	June	Tech. Director-Major Play	After Given
Soccer Assistant	August/October	Middle School Vocal	June
Head Volleyball	Girls - October	Middle School Cheerleaders	December/April
	Boys - June	Class Advisors	June
		Orchestra Director-Musical	After Given
CATEGORY IV		Audio-Visual Aide	June
Wrestling Assistant	December/April	Middle School Volleyball	December
Head Golf	October	Middle School Cross Country	October
Head Tennis	Girls - October		
	Boys - June	CATEGORY VII	
Head Cross Country	October	Orchestra Assistant	June
Head Bowling	Girls - December/April	Concert Band	June

	Boys - December/April	Middle School Volleyball Assist.	October
Auxiliary Band Coordinator	October/December	Middle School Jazz Band	April
Middle School Wrestling Head	December/April	Middle School Cross Country Asst.	October

Single Step Supplemental Pay Schedule 2014-2017

Supplemental	Pay Dates	(1% - Step Freeze)	(2% Step Freeze)	(Steps Resume)
		2014-2015	2015-2016	2016-2017
Weight and Conditioning	August/December/June	\$13,558	\$13,829	\$13,829
Athletic Trainer	August/December/June	\$10,166	\$10,369	\$10,369
Faculty Manager	August/December/June	\$7,645	\$7,798	\$7,798
Middle School Athletic Coordinator	August/December/June	\$5,733	\$5,848	\$5,848
Middle School Stage Manager	June	\$1,695	\$1,728	\$1,728
H. S. Student Government	December/June	\$1,695	\$1,728	\$1,728
Special Olympics	June	\$1,523	\$1,554	\$1,554
Building Technology Resource Person	June	\$1,358	\$1,386	\$1,386
Middle School Play/Operetta	After Given	\$1,188	\$1,212	\$1,212
Middle School Paper	June	\$1,188	\$1,212	\$1,212
Middle School Government	June	\$848	\$865	\$865
Acad. Quiz Team - H. S.	June	\$848	\$865	\$865
Chess Club	June	\$848	\$865	\$865
Academic Club - H. S.	June	\$678	\$691	\$691
Art Club	June	\$678	\$691	\$691
National Honor Society - H. S.	June	\$678	\$691	\$691
Council on World Affairs - H. S.	June	\$678	\$691	\$691
Literary Magazine - H. S.	June	\$678	\$691	\$691
Mock Trial	June	\$611	\$623	\$623
Mentor	June	\$611	\$623	\$623
Elementary Safety Patrol	June	\$848	\$865	\$865
Bus Duty (each a.m./p.m.)	June	\$848	\$865	\$865
Breakfast	June	\$848	\$865	\$865
Department Chairs				
8 or More Staff	June	\$1,909	\$1,948	\$1,948
4-7 Staff	June	\$1,623	\$1,655	\$1,655
Less than 4 Staff	June	\$1,337	\$1,363	\$1,363
Elem./Middle - Detention				
5 days per week	June	\$2,032	\$2,072	\$2,072
4 days per week	June	\$1,695	\$1,728	\$1,728
3 days per week	June	\$1,357	\$1,385	\$1,385

2 days per week	June	\$1,018	\$1,038	\$1,038
1 day per week	June	\$678	\$691	\$691
Core/SADD Team Leader (Grant Money)				
Middle and H. S.	June	TBD Annually	TBD Annually	TBD Annually
Peer Leader Advisor (Grant Money)				
Middle and H. S.	June	TBD Annually	TBD Annually	TBD Annually
Just Say No Advisor (Grant Money)				
	June	TBD Annually	TBD Annually	TBD Annually

The above single step supplementals will receive percentage increases/decreases as applied to the base salary. Grant supplementals will be increased based on the availability of Grant Funds.

**MIDDLETOWN BOARD OF EDUCATION
SUPPLEMENTAL CATEGORIES* AND INDEXES**
July 1, 2015**

2%, Steps Frozen

EXP.	I		II		III		IV		V		VI		VII	
0	0.160	\$5,519	0.090	\$3,105	0.070	\$2,415	0.050	\$1,725	0.040	\$1,380	0.030	\$1,035	0.020	\$690
1	0.170	\$5,864	0.100	\$3,450	0.080	\$2,760	0.060	\$2,070	0.050	\$1,725	0.040	\$1,380	0.030	\$1,035
2	0.180	\$6,209	0.110	\$3,794	0.090	\$3,105	0.070	\$2,415	0.060	\$2,070	0.050	\$1,725	0.040	\$1,380
3	0.190	\$6,554	0.120	\$4,139	0.100	\$3,450	0.080	\$2,760	0.070	\$2,415	0.060	\$2,070	0.050	\$1,725
4	0.200	\$6,899	0.130	\$4,484	0.110	\$3,794	0.090	\$3,105	0.080	\$2,760	0.070	\$2,415	0.060	\$2,070

Base Salary 2015-2016 \$34,495

Method of Computation

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		Pep Band/Jazz Band	April
CATEGORY II		Football/Basketball Assist.7&8	FB-October/December
Vocal Music & Show Choir	December/June		BB-December/April
Football Assistant	August/December	Newspaper	December/June
Basketball Assistant	December/April	Golf Assistant	October
Marching Band Assistant	October/December	Tennis Assistant	Girls - October
Head Wrestling	December/April		Boys - June
Head Track	June	Cross Country Assistant	October
Head Soccer	August/October	Volleyball Assistant	Girls - October
Head Baseball/Softball	June		Boys - June
		Middle School Head Track	June
CATEGORY III		Orchestra Director	June
Dance Coach	October/April	Bowling Assistant	December/April
Equipment Manager	August/June		
Yearbook	June	CATEGORY VI	
Head Swimming/Dive Coach	December/April	Debate	April
Baseball/Softball Assistant	June	Middle School Track Assist.	June
Stage Manager	December/April	Forensics	October/April
Cheerleader Advisor	October/April	Thespians	October/April
Head Football/Basketball 7&8	FB-October/December	Vocal Director-Musical	After Given
	BB-December/April	Tech. Director-Musical	After Given
Track Assistant	June	Tech. Director-Major Play	After Given
Soccer Assistant	August/October	Middle School Vocal	June
Head Volleyball	Girls - October	Middle School Cheerleaders	December/April
	Boys - June	Class Advisors	June
		Orchestra Director-Musical	After Given
CATEGORY IV		Audio-Visual Aide	June
Wrestling Assistant	December/April	Middle School Volleyball	December
Head Golf	October	Middle School Cross Country	October
Head Tennis	Girls - October		
	Boys - June	CATEGORY VII	
Head Cross Country	October	Orchestra Assistant	June
Head Bowling	Girls - December/April	Concert Band	June

	Boys - December/April	Middle School Volleyball Assist.	October
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Soccer Assistant	August/October	Middle School Vocal	June
Head Volleyball	Girls - October	Middle School Cheerleaders	December/April
	Boys - June	Class Advisors	June
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Elem./Middle - Detention				

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2 days per week	June	\$1,018	\$1,038	\$1,038
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Middle and H. S.	June	TBD Annually	TBD Annually	TBD Annually
Peer Leader Advisor (Grant Money)				
Middle and H. S.	June	TBD Annually	TBD Annually	TBD Annually
Just Say No Advisor (Grant Money)				
	June	TBD Annually	TBD Annually	TBD Annually

The above single step supplementals will receive percentage increases/decreases as applied to the base salary. Grant supplementals will be increased based on the availability of Grant Funds.

APPENDIX C
Tutor Salary Schedules

Middletown City School District
Tutor Salary Schedule
Effective July 1, 2014 for the 2014-2015 School
Year

Base \$ 28,769

1%, Steps Frozen

<u>Step</u>	<u>Index</u>	<u>Salary</u>
0	1.000	\$ 28,769
1	1.052	\$ 30,265
2	1.104	\$ 31,761
3	1.156	\$ 33,257
4	1.208	\$ 34,753
5	1.260	\$ 36,249
6	1.312	\$ 37,745
7	1.364	\$ 39,241
8	1.416	\$ 40,737
9	1.468	\$ 42,233
10	1.523	\$ 43,815
11	1.578	\$ 45,397
12	1.633	\$ 46,980
13	1.688	\$ 48,562
14	1.743	\$ 50,144
25	1.798	\$ 51,726

Middletown City School District
Tutor Salary Schedule
Effective July 1, 2015 for the 2015-2016 School
Year

Base \$ 29,344

2%, Steps Frozen

<u>Step</u>	<u>Index</u>	<u>Salary</u>
0	1.000	\$ 29,344
1	1.052	\$ 30,870
2	1.104	\$ 32,396
3	1.156	\$ 33,922
4	1.208	\$ 35,448
5	1.260	\$ 36,974
6	1.312	\$ 38,500
7	1.364	\$ 40,026
8	1.416	\$ 41,551
9	1.468	\$ 43,077
10	1.523	\$ 44,691
11	1.578	\$ 46,305
12	1.633	\$ 47,919
13	1.688	\$ 49,533
14	1.743	\$ 51,147
25	1.798	\$ 52,761

Middletown City School District
Tutor Salary Schedule
Effective July 1, 2016 for the 2016-2017 School
Year

Base \$ 29,344

Steps Resume

<u>Step</u>	<u>Index</u>	<u>Salary</u>
0	1.000	\$ 29,344
1	1.052	\$ 30,870
2	1.104	\$ 32,396
3	1.156	\$ 33,922
4	1.208	\$ 35,448
5	1.260	\$ 36,974
6	1.312	\$ 38,500
7	1.364	\$ 40,026
8	1.416	\$ 41,551
9	1.468	\$ 43,077
10	1.523	\$ 44,691
11	1.578	\$ 46,305
12	1.633	\$ 47,919
13	1.688	\$ 49,533
14	1.743	\$ 51,147
25	1.798	\$ 52,761

MEMORANDUM OF UNDERSTANDING

Teacher Evaluation Guidelines

I. Philosophy of Evaluation

Evaluation of teaching is a continuous constructive process for the improvement of the quality of instruction.

Evaluation is cooperative in nature. It provides a basis for self-evaluation and professional growth for the teacher.

The evaluation process provides a means whereby teacher competency and performance are carefully, fairly and systematically assessed, aids in making sound administrative decisions affecting the teacher, and provides a permanent record of teacher performance.

II. Frequency of Evaluation

- A. Every teacher shall be evaluated every year, except that the frequency and scope of evaluations may be reduced according to law.
- B. No teacher shall receive more than one summative evaluation annually.
- C. The evaluation shall be conducted and completed no later than the first day of May and the teacher being evaluated shall receive a written report of the results of this evaluation not later than the tenth day of May.
- D. If the board has entered into a limited contract or extended limited contract with the teacher, the Board shall perform a minimum of three formal observations during the evaluation cycle in any school year in which the board may wish to declare its intention not to reemploy the teacher.

III. Procedures for Evaluation

A. Evaluation Procedure Defined

- 1. The evaluation procedure established in this Appendix conforms to the framework for the evaluation of teachers developed pursuant to section 3319.112 of the Ohio Revised Code.
- 2. Each completed evaluation will result in the assignment of a teacher effectiveness rating. The teacher effectiveness rating shall be derived from a summative evaluation where fifty (50) percent of the overall evaluation

is based on student growth measures as provided for in this agreement and fifty (50) percent of the overall evaluation is based on a teacher's performance rating as provided for in this agreement. If the law changes regarding areas addressed by this Section (A)(2), the law will prevail.

B. Application:

1. The teacher evaluation procedure contained in this agreement applies to the following employees of the District:
 - a. Teachers working under a license issued under sections 3319.22, 3319.26, 3319.222 or 3319.226 of the Revised Code who spend at least fifty (50) percent of their time providing content-related student instruction.
 - b. Teachers working under a permanent certificate issued under section 3319.222 of the Revised Code as it existed prior to September 2003 who spend at least fifty (50) percent of their time providing content-related student instruction,
 - c. Teachers working under a permanent certificate issued under section 3319.222 of the Revised Code as it existed prior to September 2006 who spend at least fifty (50) percent of their time providing content-related student instruction.
 - d. Teachers working under a permit issued under 3319.301 of the Revised Code who spend at least fifty (50) percent of their time providing content-related student instruction.
2. The observations and evaluation of a teacher who is a Resident Educator will be consistent and coordinated with the requirements of the Resident Educator Program. If the Resident Educator Program is discontinued by the state, it shall be discontinued by the District also.

C. Evaluation Instrument

1. The Evaluation Instrument shall be the process and forms used by the teacher's evaluator. OTES forms will be used.

D. Evaluators

1. All evaluators will be properly licensed and credentialed by the State of Ohio.

2. Evaluators will be building principals, building assistant principals, and immediate supervisors, such as the Related Services Coordinators and the Gifted Coordinator. As mutually agreed by the MTA and the Human Resources Director, the evaluator may be other District administrators. This Section is not intended to prevent administrators from monitoring classrooms monitoring program and technology implementation, monitoring program protocols, etc.
3. Teachers who are assigned to two or more buildings will be informed early in the school year as to who will be evaluating him or her.

E. Student Growth Measures

1. Student growth measures shall be used to support a teacher's evaluation as required by Ohio law.
2. Data obtained from student growth measures shall not be used for employment decisions, including but not limited to tenure consideration, nonrenewal, termination and reduction in force until the 2017-2018 school year.

F. Jointly Developed Goals Conference – Prior to October 15 of each school year, the teacher will be informed of the assigned evaluator and will meet with the evaluator at a goal setting conference to develop/ review the plan for that year. This conference may occur during prior year's summative evaluation conference.

1. The teacher and evaluator will mutually agree to 1-3 teacher performance goals. Student growth measures are not considered teacher performance goals, unless the teacher and evaluator agree otherwise. If the teacher and evaluator cannot agree, the principal can assign goal(s) that are based on previously documented issues. The goal(s) cannot be a student growth measure.
2. Teachers who have received a performance rating of "Ineffective," or teachers with below expected levels of student growth will be placed on an improvement plan directed by the assigned evaluator.
3. Improvement plans will contain all of the elements noted on the OTES form. Improvement plans will contain reasonable time lines for completion, and achievable goals.
4. The Association may provide supports to teachers who receive "developing" or "ineffective" performance ratings. Supports must be pre-

approved by the building principal and shall be aligned to District goals and initiatives.

5. The evaluation process shall be conducted and completed no later than May 1 and the teacher being evaluated shall receive a written report of the results of this evaluation not later than May 10.

G. Observations

1. Formal observations shall be defined as an observation of a minimum of thirty (30) minutes that results in completion of a written observation form and is preceded by a pre-conference and followed by a post conference. A minimum of two (2) observations will be made for all teachers being evaluated. A minimum of three (3) observations will be made for teachers who may be subject to non-renewal.
2. All formal observations will be conducted openly and with the full knowledge of the teacher and shall be aligned with the pre-conference.
3. A pre-observation conference shall be held prior to each formal observation-between the evaluator and the teacher in order for the teacher and evaluator to engage in discussions regarding the teacher's instructional planning. The evaluator may offer and the teacher may request a copy of the observation rubric at this meeting.
4. A post-observation conference shall be held between the evaluator and the teacher. The post observation report rubric will provide evidence of teacher performance. At this conference, the teacher may provide evidence not indicated by the evaluator that aligns with the observation rubric.
5. Formal observations shall not be scheduled and conducted during the first week of school or on the day before or the day after a school holiday or vacation.
6. Informal Visits: The evaluation process begins the first day of the work year and includes all aspects of the teacher's performance. Informal visits may take place at any time and are intended to allow for an "all inclusive" picture of the teacher's professional work life.

H. Summative Evaluation Report

1. All formal observations and evaluation report(s) will be signed or electronically acknowledged by the evaluator and the staff member. The staff member's signature or electronic acknowledgment does not signify agreement with the contents of the evaluation report(s), only that he/she has seen and read the evaluation report(s). The staff member will have the opportunity to make a written response and have it attached to the formal observation or evaluation report.
2. All evaluation documents will be accessible to the staff member via the electronic evaluation management system. All formal observations and evaluation reports shall be placed in the teacher's personnel file.
3. The final summative evaluation report will be provided to the teacher by May 10.
4. Summative Evaluation Conference. By the last teacher work day, the evaluator shall hold a summative evaluation conference to discuss the teacher's final evaluation rating and identify areas of focus for the following year.

I. Walk-Throughs

1. A walk-through is an informal observation that provides an opportunity to gather evidence and provide feedback to teachers. All walk-throughs will be conducted openly and with the full knowledge of the teacher by assigned evaluator.
2. A walk-through will be between five (5) minutes and fifteen (15) minutes in length.
3. Members shall be provided with feedback regarding walk-throughs. The evaluator will endeavor to provide this feedback within forty-eight (48) hours of the walk-through. Members may respond in writing to a walk-through, and such response will be attached to the walk-through documentation.

J. A teacher who disagrees with an ineffective rating on his/her final evaluation is permitted to write a rebuttal letter that will be included in his/her file, but may not grieve the evaluation except for clear factual mistakes or procedural violations.

K. The Association may make written recommendations to the District regarding the efficiency and effectiveness of evaluations. After submission of the recommendations, the Association may request a meeting to discuss the recommendations. Prior to any substantive alterations to the evaluations process,

the Association President shall be informed of the recommended changes and given the opportunity to provide input.

For the Board:

For the Association:

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