

**BEAVERCREEK CITY SCHOOLS**  
**Board of Education Meeting**  
**July 18, 2019**  
**6:30 p.m.**

**AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF AGENDA AS PRESENTED**
- V. PRESENTATIONS**
  - A. Academic Team Recognition-Mr. Paul Otten
  - B. Annual Update on Beaver Creek Strategic Plan-Dr. Bobbie Fiori
- VI. QUESTIONS AND/OR COMMENTS FROM THE PUBLIC**
- VII. EXECUTIVE SESSION**
  - A. Collective Bargaining 121.22 (G)(4)
- VIII. APPROVAL OF THE MEETINGS HELD**
  - A. Minutes for June 2019 Board of Education Meeting  
June 20, 2019 Regular Board Meeting
- IX. ITEMS FOR BOARD DISCUSSION**
  - A. Transportation Personnel-Mr. Greg Thompson
  - B. Transportation Sub Pay-Mr. Greg Thompson
- X. FINANCIAL REPORTS REQUEST-ITEMS FOR BOARD ACTION**
  - A. June 2019 Financial Reports p. 1
  - B. FY19 Final Certificate of Estimated Resources p. 25
  - C. FY20 Certificate of Estimated Resources p. 26
  - D. FY19 Transfer and Advances p. 27
  - E. June 2019 Donated Items p. 28

**XI. NEW BUSINESS-ITEMS FOR BOARD ACTION**

- A. Employment, Salary Changes, Leaves of Absence, Terminations, Job Descriptions p. 29
- B. Approval of BEA/BCEA Negotiated Contracts p. 37
- C. Approval of Administrator Salary Schedules p. 98
- D. Approval of Manager/Coordinator Salary Schedules p. 104
- E. Approval of Non-Bargaining Unit/Exempt Confidential Employee Salary Schedules p. 107
- F. Approval of Shared Services Agreement p. 110
- G. Approval of Transportation Personnel
- H. Approval of Transportation Sub Pay
- I. Approval of Resolution of Agreement to Join the Optimal Health Initiatives Consortium p. 117
- J. Approval of NEOLA Policy Updates (presented 6-20-19-see binder)
- K. Approval of 2019-2020 Student Handbooks (Preschool and Ferguson Hall-see binder)

**XI. ANNOUNCEMENTS**

- A. Parent's Night Out at Shaw Elementary-July 20, 2019/5:30 p.m.-7:30 p.m.
- B. Fill the Bus School Supply Drive at Main Elementary-August 2 & 3, 2019/9 a.m.-3 p.m.
- C. New Military Family Night at Coy/Trebein Commons-August 8, 2019/5:30 p.m.-7:30 p.m.
- D. First Day Back for Students-August 14, 2019
- E. Board of Education Meeting-August 15, 2019 6:30 p.m.

**XII. BOARD MEMBER COMMENTS**

**XIII. ADJOURNMENT**

Beavercreek City Schools  
 Monthly Analysis of Revenues and Expenses  
 June - Fiscal Year 2019

	Monthly Estimate	Monthly Actual	Monthly Difference	Year to Date Estimate	Year to Date Actual	Year to Date Difference
Beginning Cash Balance	4,995,548	26,451,149	21,455,601	24,711,865	24,711,865	0

**Receipts:**

From Local Sources							% of Total
Real Estate Tax	0	0	0	58,084,784	58,089,947	5,163	66.40%
Personal Tangible	0	0	0	1,973,800	1,973,801	1	2.26%
Proceeds from Sale of Notes	0	0	0	0	0	0	0.00%
Other Local	245,386	653,565	408,179	3,756,937	4,159,792	402,855	4.75%
<b>From State Sources</b>							
Foundation Program	928,197	1,189,204	261,007	15,108,846	15,963,851	855,005	18.25%
Rollback and Homestead/TPP Reimb	0	0	0	6,302,171	6,287,112	-15,059	7.19%
<b>From Federal Sources</b>							
Public Law 874	0	0	0	0	0	0	0.00%
Other Federal	0	0	0	0	0	0	0.00%
Non-Operating Receipts	0	50	50	1,013,670	1,013,734	64	1.16%
<b>Total Receipts</b>	<b>1,173,583</b>	<b>1,842,819</b>	<b>669,236</b>	<b>86,240,208</b>	<b>87,488,237</b>	<b>1,248,029</b>	<b>100.00%</b>
<b>Receipts Plus Cash Balance</b>	<b>6,169,131</b>	<b>28,293,968</b>	<b>22,124,837</b>	<b>110,952,073</b>	<b>112,200,102</b>	<b>1,248,029</b>	<b>1.45%</b>

**Expenses**

Salaries and Wages	3,896,259	3,749,242	-147,017	52,664,198	52,567,515	-96,683	57.86%
Fringe Benefits	1,916,421	1,791,967	-124,454	22,706,700	22,581,335	-125,365	24.85%
Purchased Services	1,152,722	792,044	-360,678	9,364,203	9,016,892	-347,311	9.92%
Materials, Supplies and Books	137,681	166,386	28,705	1,943,352	1,816,462	-126,890	2.00%
Capital Outlay	0	15,225	15,225	145,701	110,108	-35,593	0.12%
Repayment of Debt	0	0	0	0	0	0	0.00%
Other Non-Operating Expenditures	550,000	560,569	10,569	550,000	560,569	10,569	0.62%
Other (Governmental Expenditures)	187,847	-122,119	-309,966	4,293,847	4,206,567	-87,280	4.63%
<b>Total Expenditures</b>	<b>7,840,930</b>	<b>6,953,314</b>	<b>-887,616</b>	<b>91,668,001</b>	<b>90,859,448</b>	<b>-808,553</b>	<b>-0.88%</b>
<b>Ending Cash Balance</b>	<b>-1,671,799</b>	<b>21,340,654</b>	<b>23,012,453</b>	<b>19,284,072</b>	<b>21,340,654</b>	<b>2,056,582</b>	<b>100.00%</b>

Months elapsed in FY	12
Total Projected Expenditures	\$91,668,001
Spent to Date	\$90,859,448
% Spent	99.12%
<b>% of FY Elapsed</b>	<b>100.00%</b>

## BCSD BANK RECONCILIATION

June 2019

7/12/19

10:01 AM

Bank Statement Balances:							
Chase - Operating (Concentration Acct.)							1,636,756.70
US Bank - Meeder Money Market							185,049.79
US Bank - Meeder Investments							14,208,272.38
Chase- High Yield Savings							15,094.16
STAR Ohio							21,076,602.14
STAR Plus							5.46
PNC Bank - Money Market Savings							23,522.55
Self-Insured Worker's Compensation							15.60
Athletic Change Fund				300.00			
Food Service Change Fund				0.00			
BHS Change Fund				500.00			
CMS Change Fund				0.00			
AMS Change Fund				0.00			
Central Office Change Fund				100.00			
<b>Total Bank Balances:</b>							<b>37,146,218.78</b>
Adjustments:							
Outstanding Checks (Operating)							(248,103.80)
Outstanding Checks (Payroll Net)							(93,234.23)
Outstanding Checks (Worker's Comp)							(15.60)
Outstanding Vcard Payments (CPS)							34,373.59
VCARD ACH In Transit							-
VCARD Voids/Reissued checks/Expired Payment							-
Interest - Chase Operating							-
Interest - Meeder Investments							(19,217.28)
Interest - Chase High Yield Savings							(3.24)
Interest - STAR Ohio							(48,469.56)
Interest - STAR Plus							-
Interest - PNC Bank							(21.66)
CBS amount in Accumulator							-
Returned Payroll ACH							(35.21)
6/28 SERS Payment							(41,279.38)
Summer Ins Refund - Antkoviak							454.65
Summer Ins Refund - Smart							432.00
Summer Ins Refund - Jasper							432.00
6/30 AP CPS ACH Overage							21,969.64
<b>Total Adjustments:</b>							<b>(392,718.08)</b>
<b>Adjusted Bank Balances:</b>							<b>36,753,500.70</b>
<b>Fund Balances per Board Books:</b>							<b>36,753,500.70</b>
<b>Variance</b>							<b>0.00</b>

BEAVERCREEK CITY SCHOOL DISTRICT					
INVESTMENT INCOME					
June 2019					
<b>INVESTMENT INCOME:</b>					
<b>Bank</b>				<b>Amount</b>	<b>Receipt Code</b>
US Bank - Meeder - MM			Variable	0.00	001-1410-0000
US Bank - Meeder - Investment			Variable	19,217.28	001-1410-0000
US Bank - Meeder - Prem./Disc.			Variable	0.00	001-1410-0000
US Bank - Meeder - Gain/(Loss)			Variable	0.00	001-1410-0000
Chase - High Yield Savings			0.28%	3.24	001-1410-0000
Star Ohio			2.49%	48,469.56	001-1410-0000
Star Plus			2.55%	0.00	001-1410-0000
PNC Bank - Business Money Market			1.21%	21.66	001-1410-0000
TOTAL INVESTMENT INCOME				\$ 67,711.74	
<b>INVESTMENT INCOME DISTRIBUTION:</b>					
<b>Fund</b>		<b>Fund Balance</b>	<b>Rate</b>	<b>Amount</b>	<b>Receipt Code</b>
Food Service Fund		222,735.73	0.28%	51.97	006-1410-0000
Dayton Islamic		96,506.23	0.28%	22.52	401-1410-9519
St. Luke		69,583.38	0.28%	16.24	401-1410-9619
Carroll HS		192,551.29	0.28%	44.93	401-1410-9719
Bright Beginnings		1,171.02	0.28%	0.27	401-1410-9919
				\$ 135.93	
General Fund Interest Distribution				\$ (135.93)	001-1410-0000

-- Options Summary ---

Summary or Detail Report? (S,D) S

Output file: 0619FINSUMMS.TXT

Type: CSV

Print options page? (Y,N) Y

Report heading: BCSD - CLOSE JUNE 2019

Generate FINDET report for comparison? (Y,N) Y

Sort options: FD

Subtotal options: FD

Include future encumbrance amounts? (Y,N) N

Include accounts with zero amounts? (Y,N) Y

Include accounts which are no longer active? (Y,N,I) Y

BAT\_FINSUM executed by OVERFIJ on node MVECA0:: at 5-JUL-2019 11:02:56.76

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 001 - GENERAL:							
24,711,864.53	1,842,819.54	87,488,236.14	6,953,313.76	90,859,448.23	21,340,652.44	484,054.89	20,856,597.55
TOTAL FOR Fund 002 - BOND RETIREMENT:							
5,353,541.94	0.00	8,465,726.09	0.00	8,732,097.02	5,087,171.01	0.00	5,087,171.01
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:							
3,186,427.23	0.00	2,745,373.95	246,786.46	3,563,081.74	2,368,719.44	696,592.86	1,672,126.58
TOTAL FOR Fund 004 - BUILDING:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 006 - FOOD SERVICE:							
302,034.02	113,220.56	2,184,679.65	85,901.44	2,263,977.94	222,735.73	0.00	222,735.73
TOTAL FOR Fund 007 - SPECIAL TRUST:							
8,777.83	0.00	45,109.27	48,250.00	50,799.50	3,087.60	0.00	3,087.60
TOTAL FOR Fund 009 - UNIFORM SCHOOL SUPPLIES:							
915,317.18	45,663.65	492,009.60	13,734.50	523,526.23	883,800.55	36,964.12	846,836.43
TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:							
481,575.18	14,210.04	230,588.18	73,140.44	235,563.67	476,599.69	29,457.74	447,141.95
TOTAL FOR Fund 019 - OTHER GRANT:							
9,315.37	0.00	1,878.50	364.72	1,333.74	9,860.13	200.00	9,660.13
TOTAL FOR Fund 020 - SPECIAL ENTERPRISE FUND:							
52,731.65	5,958.00	70,375.00	3,311.32	47,015.68	76,090.97	958.53	75,132.44
TOTAL FOR Fund 022 - DISTRICT AGENCY:							
937,502.27	556,337.79	8,115,396.91	684,906.92	8,449,611.34	603,287.84	0.00	603,287.84
TOTAL FOR Fund 024 - EMPLOYEE BENEFITS SELF INS.:							
4,142,059.56	1,460,106.93	17,032,920.09	1,077,969.39	17,267,449.57	3,907,530.08	1,950.00	3,905,580.08
TOTAL FOR Fund 027 - WORKMANS COMPENSATION-SELF IN							
524,313.60	0.00	0.00	2,540.13	114,582.34	409,731.26	17,568.98	392,162.28
TOTAL FOR Fund 200 - STUDENT MANAGED ACTIVITY:							
189,884.03	6,131.40	139,458.06	10,489.49	127,803.20	201,538.89	6,464.30	195,074.59
TOTAL FOR Fund 300 - DISTRICT MANAGED ACTIVITY:							
525,116.40	80,736.70	633,077.93	17,300.59	601,573.50	556,620.83	25,125.14	531,495.69
TOTAL FOR Fund 401 - AUXILIARY SERVICES:							
271,433.18	99.33	1,454,630.31	65,998.35	1,366,243.31	359,820.18	244,527.39	115,292.79

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 416 - TEACHER DEVELOPMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 431 - GIFTED EDUCATION FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 432 - MANAGEMENT INFORMATION SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 440 - ENTRY YEAR PROGRAMS:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 451 - DATA COMMUNICATION FUND:	0.00	18,000.00	18,000.00	18,000.00	0.00	0.00	0.00
TOTAL FOR Fund 452 - SCHOOLNET PROFESS. DEVELOPMEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 459 - OHIO READS:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 460 - SUMMER INTERVENTION:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 466 - STRAIGHT A FUND:	72,135.67	190,525.94	490.00	262,661.61	0.00	0.00	0.00
TOTAL FOR Fund 499 - MISCELLANEOUS STATE GRANT FUN	10,782.63	36,479.77	3,676.31	114,132.44	13,780.83	13,780.83	0.00
TOTAL FOR Fund 504:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 506 - RACE TO THE TOP:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 514:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 516 - IDEA PART B GRANTS:	36,832.79	1,065,500.14	643,006.78	2,204,294.70	178,091.23	178,091.23	0.00
TOTAL FOR Fund 532:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 533 - TITLE II D - TECHNOLOGY:	0.00	0.00	0.00	0.00	0.00	0.00	0.00



Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
0.00	6,549.02	47,579.84	889.33	47,579.84	0.00	0.00	0.00
TOTAL FOR Fund 551 - LIMITED ENGLISH PROFICIENCY:							
200.00	101,189.45	524,388.50	41,816.96	521,976.62	2,611.88	2,611.88	0.00
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 573 - TITLE V INNOVATIVE EDUC PGM:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 584 - DRUG FREE SCHOOL GRANT FUND:							
14,881.77	27,244.07	71,904.70	3,588.94	70,308.47	16,478.00	16,478.00	0.00
TOTAL FOR Fund 587 - IDEA PRESCHOOL-HANDICAPPED:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 589:							
19,507.67	40,227.49	169,402.35	14,418.43	167,755.90	21,154.12	21,154.12	0.00
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:							
0.00	85,323.25	480,825.48	25,507.62	466,687.48	14,138.00	14,138.00	0.00
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND							
41,766,234.50	5,487,797.13	133,064,770.27	10,035,401.88	138,077,504.07	36,753,500.70	1,790,118.01	34,963,382.69
GRAND TOTALS:							

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For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00  
Date: JUNE 30, 2019

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WE ENCOURAGE YOU TO REVIEW THIS STATEMENT WITH THE STATEMENT YOU RECEIVE FROM THE QUALIFIED CUSTODIAN. ADVISORY SERVICES PROVIDED BY MEEDER PUBLIC FUNDS, REGISTERED INVESTMENT ADVISER.

PENNY RUCKER  
BEAVERCREEK CITY SCHOOL DISTRICT  
3040 KEMP RD  
BEAVERCREEK OH 45431

10010



Account Number: 57 00 0010 0 00

Date: JUNE 1, 2019 - JUNE 30, 2019

## Portfolio Assets Detail

### CASH AND EQUIVALENTS

Description	Shares	Acquired	Date	Total Cost	Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Yield at Cost
<b>CASH AND EQUIVALENTS</b>										
FGVXX - FIRST AMERICAN GOVT OBLIGATIONS FUND (31846V203)	185,049.79	06/30/2019		185,049.79	1.000	185,049.79	.52	.00	3,719.50	2.01
STAR OHIO (00001CASH)	21,076,602.14	06/30/2019		21,076,602.14	1.000	21,076,602.14	59.46	.00	520,592.07	2.47
STAR PLUS - TIER 1 (00002CASH)	5.46	06/30/2019		5.46	1.000	5.46	.00	.00	.14	2.52
<b>TOTAL CASH AND EQUIVALENTS</b>				<b>21,261,657.39</b>		<b>21,261,657.39</b>		<b>.00</b>	<b>524,311.71</b>	<b>2.47</b>

### TOTAL CASH AND EQUIVALENTS

### SECURITIES

Description	Shares	Acquired	Date	Total Cost	Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Yield at Cost
<b>MATURITY (0-5 YRS)</b>										
MERRICK 1.75% 07/29/19 (59013JZH5)	247,000.00	07/25/2017		247,000.00	99.956	246,891.32	.70	-108.68	4,322.50	1.75
PINNACLE 1.70% 08/30/19 (72345SFR7)	249,000.00	08/21/2017		248,813.25	99.899	248,748.51	.70	-64.74	4,233.00	1.74
MRGN STANLEY PRIVATE 1.75% 09/03/19 (61760ADR7)	247,000.00	08/22/2017		246,506.00	99.901	246,755.47	.70	249.47	4,322.50	1.85
MRGN STANLEY 1.70% 09/03/19 (61747MYP0)	247,000.00	08/22/2017		246,506.00	99.892	246,733.24	.70	227.24	4,199.00	1.80



Account Number: 57 00 0010 0 00

Date: JUNE 1, 2019 - JUNE 30, 2019

## Portfolio Assets Detail

### SECURITIES

Description	Shares	Acquired	Date	Total Cost	Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Yield at Cost
WASHINGTON TR 1.70% 09/06/19 (940637JH5)	247,000.00	08/21/2017		246,876.50	99.887	246,720.89	.70	-155.61	4,199.00	1.73
DISCOVER 2.15% 09/17/19 (2546716Q8)	247,000.00	09/17/2014		247,000.00	99.977	246,943.19	.70	-56.81	5,310.50	2.15
GOLDMAN SACHS 2.10% 09/17/19 (38147J5J7)	247,000.00	09/17/2014		247,000.00	99.966	246,916.02	.70	-83.98	5,187.00	2.10
SALLIE MAE BK 2.15% 09/17/19 (795450TB1)	247,000.00	09/17/2014		247,000.00	99.977	246,943.19	.70	-56.81	5,310.50	2.15
AMERICAN EXPR 2.10% 09/18/19 (02587CBK5)	247,000.00	09/18/2014		247,000.00	99.966	246,916.02	.70	-83.98	5,187.00	2.10
BMW BANK 2.10% 09/19/19 (05580AAU8)	247,000.00	09/19/2014		247,000.00	99.941	246,854.27	.70	-145.73	5,187.00	2.10
COMENITY CAP 2.10% 09/23/19 (20033AGS9)	249,000.00	09/22/2014		249,000.00	99.948	248,870.52	.70	-129.48	5,229.00	2.10
ALLY BANK 1.30% 10/07/19 (02006LP23)	248,000.00	09/29/2016		248,000.00	99.688	247,226.24	.70	-773.76	3,224.00	1.30
FIRSTBANK 1.30% 10/07/19 (33767AG54)	249,000.00	09/30/2016		249,000.00	99.754	248,387.46	.70	-612.54	3,237.00	1.30
FNMA 1.30% 10/28/19 (3135G0R21) CALLABLE 07/28/2019	250,000.00	10/14/2016		250,000.00	99.737	249,342.50	.70	-657.50	3,250.00	1.30
FRST BUSINESS 1.50% 10/30/19 (31938QP65)	248,000.00	10/23/2015		248,000.00	99.768	247,424.64	.70	-575.36	3,720.00	1.50
SYNCHRONY 2.00% 10/31/19 (87165HEF3)	247,000.00	10/31/2014		247,000.00	99.973	246,933.31	.70	-66.69	4,940.00	2.00
BELMONT B&T 1.70% 11/06/19 (08016FCP2)	249,000.00	10/24/2017		248,875.50	99.835	248,589.15	.70	-286.35	4,233.00	1.73

For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00

Date: JUNE 1, 2019 - JUNE 30, 2019

## Portfolio Assets Detail

### SECURITIES

Description	Shares	Date Acquired	Total Cost	Current Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Yield at Cost
FARM BUREAU 1.70% 11/08/19 (307660KS8)	226,000.00	10/24/2017	225,887.00	99.834	225,624.84	.64	-262.16	3,842.00	1.73
FNMA 1.50% 11/26/19 (3136G4JE4)	758,000.00	12/06/2016	757,355.70	99.756	756,150.48	2.13	-1,205.22	11,370.00	1.53
CALLABLE 08/26/2019									
FNMA 1.75% 02/28/20 (3136G4LW1)	1,250,000.00	02/28/2017	1,249,937.50	99.812	1,247,650.00	3.52	-2,287.50	21,875.00	1.75
CALLABLE 08/28/2019									
CIT BANK 2.00% 05/28/20 (17284DBB7)	247,000.00	05/28/2015	247,000.00	99.838	246,599.86	.70	-400.14	4,940.00	2.00
FHLMC 1.85% 07/13/20 (3134GBXV9)	284,000.00	07/05/2017	283,943.20	99.745	283,275.80	.80	-667.40	5,254.00	1.85
CALLABLE 07/13/2019									
CAP ONE, N.A. 2.30% 07/29/20 (14042E4Z0)	247,000.00	07/29/2015	247,000.00	100.077	247,190.19	.70	190.19	5,681.00	2.30
FHLMC 1.50% 09/08/20 (3134GAJJ4)	780,000.00	08/26/2016	780,000.00	99.525	776,295.00	2.19	-3,705.00	11,700.00	1.50
BARCLAYS 2.20% 09/23/20 (06740KJQ1)	247,000.00	09/18/2015	247,000.00	100.082	247,202.54	.70	202.54	5,434.00	2.20
FHLMC 1.70% 09/29/20 (3134GBH21)	734,000.00	09/13/2017	733,449.50	99.609	731,130.06	2.06	-2,319.44	12,478.00	1.73
CALLABLE 09/29/2019									
FFCB 1.375% 10/19/20 (3133EGMM4)	213,000.00	04/11/2019	210,916.36	99.304	211,517.52	.60	601.16	2,928.75	2.48
CALLABLE 07/02/2019									
FHLMC 1.50% 10/19/20 (3134GASS4)	1,100,000.00	10/06/2016	1,100,000.00	99.483	1,094,313.00	3.09	-5,687.00	16,500.00	1.50
CALLABLE 07/19/2019									

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For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00

Date: JUNE 1, 2019 - JUNE 30, 2019

## Portfolio Assets Detail

### SECURITIES

Description	Shares	Date Acquired	Total Cost	Current Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Yield at Cost
FNMA 1.50% 10/28/20 (3135G0Q97) CALLABLE 07/28/2019	1,165,000.00	10/13/2016	1,165,000.00	99.430	1,158,359.50	3.26	-6,640.50	17,475.00	1.50
FNMA 1.80% 11/25/20 (3136G4JF1) CALLABLE 08/25/2019	1,000,000.00	11/23/2016	1,000,000.00	99.943	999,430.00	2.81	-570.00	18,000.00	1.80
FFCB 2.15% 12/23/20 (3133EJAD1)	795,000.00	04/11/2019	791,613.30	100.419	798,331.05	2.24	6,717.75	17,092.50	2.41
FNMA 1.80% 06/02/21 (3136G3RJ6) CALLABLE 09/02/2019	960,000.00	05/24/2016	960,000.00	99.480	955,008.00	2.68	-4,992.00	17,280.00	1.80
<b>TOTAL MATURITY (0-5 YRS)</b>			<b>14,209,679.81</b>		<b>14,185,273.78</b>		<b>-24,406.03</b>	<b>247,141.25</b>	<b>1.78</b>
<b>TOTAL SECURITIES</b>			<b>14,209,679.81</b>		<b>14,185,273.78</b>		<b>-24,406.03</b>	<b>247,141.25</b>	<b>1.78</b>
<b>TOTAL ASSETS</b>			<b>35,471,337.20</b>		<b>35,446,931.17</b>		<b>-24,406.03</b>	<b>771,452.96</b>	<b>2.19</b>

For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00

Date: From JUNE 01, 2019 through JUNE 30, 2019

## Statement of Transactions

Date		Total Cash	Investment Cost Basis
	<b>INTEREST</b>		
06/03/2019	INTEREST RECEIVED FNMA 1.80% 06/02/21	8,640.00	
06/06/2019	INTEREST RECEIVED BELMONT B&T 1.70% 11/06/19	359.52	
06/07/2019	INTEREST RECEIVED FIRSTBANK 1.30% 10/07/19	274.92	
06/10/2019	INTEREST RECEIVED FARM BUREAU 1.70% 11/08/19	326.31	
06/24/2019	INTEREST RECEIVED COMENITY CAP 2.10% 09/23/19	444.11	
06/24/2019	INTEREST RECEIVED FFCB 2.15% 12/23/20	8,546.25	
06/28/2019	INTEREST RECEIVED MERRICK 1.75% 07/29/19	367.12	
	<b>TOTAL INTEREST</b>	<b>18,958.23</b>	<b>0.00</b>
	<b>ORDINARY DIVIDENDS</b>		
06/03/2019	DIVIDEND RECEIVED FGVXX - FIRST AMERICAN GOVT OBLIGATIONS FUND	259.05	
06/28/2019	DIVIDEND RECEIVED STAR OHIO	48,469.56	
	<b>TOTAL ORDINARY DIVIDENDS</b>	<b>48,728.61</b>	<b>0.00</b>

For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00

Date: From JUNE 01, 2019 through JUNE 30, 2019

## Statement of Transactions

Date		Total Cash	Investment Cost Basis
	<b>NET PURCHASES AND SALES OF ASSETS</b>		
06/12/2019	REDEMPTION STAR OHIO	3,000,000.00	-3,000,000.00
06/26/2019	REDEMPTION STAR OHIO	2,000,000.00	-2,000,000.00
06/28/2019	DIVIDEND REINVESTMENT STAR OHIO	-48,469.56	48,469.56
06/30/2019	NET OF DEPOSITS & WITHDRAWALS FGVXX - FIRST AMERICAN GOVT OBLIGATIONS FUND	-18,023.73	18,023.73
	<b>TOTAL PURCHASES</b>	<b>-66,493.29</b>	<b>66,493.29</b>
	<b>TOTAL SALES</b>	<b>5,000,000.00</b>	<b>-5,000,000.00</b>
	<b>TOTAL NET PURCHASES AND SALES OF ASSETS</b>	<b>4,933,506.71</b>	<b>-4,933,506.71</b>
	<b>GAIN (LOSS) REALIZED ON SALES</b>	<b>0.00</b>	
	<b>DISBURSEMENTS TO OR FOR BENEFICIARIES</b>		
06/12/2019	CLIENT WITHDRAWAL	-3,000,000.00	
06/26/2019	CLIENT WITHDRAWAL	-2,000,000.00	
	<b>TOTAL DISBURSEMENTS TO OR FOR BENEFICIARIES</b>	<b>-5,000,000.00</b>	<b>0.00</b>

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For the Account of: BEAVERCREEK CITY SCHOOL DISTRICT



Account Number: 57 00 0010 0 00

Date: From JUNE 01, 2019 through JUNE 30, 2019

## Statement of Transactions

Date	Total Cash	Investment Cost Basis
<b>OTHER EXPENSES</b>		
06/20/2019	-1,074.20	
06/25/2019	-119.35	
	<b>-1,193.55</b>	<b>0.00</b>
<b>NON CASH ENTRIES</b>		
<b>ADJUSTMENTS TO SECURITIES</b>		
06/23/2019		-5,175.23
	<b>0.00</b>	<b>-5,175.23</b>

**BEAVERCREEK CITY SCHOOL DISTRICT**  
**AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES / APPROPRIATIONS**  
Office of the budget commission of Greene County, Xenia Ohio

To the Taxing Authority of the Beavercreek City School District  
The following is the amended official certificate of estimated resources for the fiscal year beginning July 1, 2019, as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during such fiscal year.

Presented to the Board: July 18, 2019

Fund	Fund	Unencumbered Balance July 1, 2019	* Tax Revenue	Other Revenue	Total Estimated Revenue	Total Resources	FY2020 Appropriations	Balance
General Fund	1	\$ 20,856,597.55	\$ 73,862,291.00	\$ 19,543,612.00	\$ 93,405,903.00	\$ 114,262,500.55	\$ 94,219,627.00	\$ 20,042,873.55
Ferguson Land Lab Trust Fund	7	0.00	0.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00
Scholarship Private Purpose Fund	7	3,087.60	0.00	47,500.00	47,500.00	50,587.60	34,000.00	16,587.60
Public School Support Fund	18	447,141.95	0.00	250,000.00	250,000.00	697,141.95	500,000.00	197,141.95
Other Grants Fund	19	9,660.13	0.00	1,500.00	1,500.00	11,160.13	5,000.00	6,160.13
Athletics and District Managed Activity Fund	300	531,495.69	0.00	750,000.00	750,000.00	1,281,495.69	800,000.00	481,495.69
Auxiliary Services Fund	401	115,292.79	0.00	0.00	0.00	115,292.79	115,292.79	0.00
Data Communications Fund	451	0.00	0.00	18,000.00	18,000.00	18,000.00	18,000.00	0.00
Straight A Grant	466	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous State Grants Fund	499	0.00	0.00	8,840.86	8,840.86	8,840.86	8,840.86	0.00
IDEA-B / Parent Mentor Grant Fund	516	0.00	0.00	2,067,402.98	2,067,402.98	2,067,402.98	2,067,402.98	0.00
Title III Limited English Proficiency Fund	551	0.00	0.00	38,883.53	38,883.53	38,883.53	38,883.53	0.00
Title I Disadvantaged Children Grant Fund	572	0.00	0.00	453,497.72	453,497.72	453,497.72	453,497.72	0.00
IDEA Preschool Grant Fund	587	0.00	0.00	72,983.81	72,983.81	72,983.81	72,983.81	0.00
Title II-A Improving Teacher Quality Grant Fund	590	0.00	0.00	150,753.23	150,753.23	150,753.23	150,753.23	0.00
Miscellaneous Federal Grants Fund	599	0.00	0.00	520,764.15	520,764.15	520,764.15	520,764.15	0.00
<b>Total Special Revenue Fund</b>		<b>1,106,678.16</b>	<b>0.00</b>	<b>4,381,326.28</b>	<b>4,381,326.28</b>	<b>5,488,004.44</b>	<b>4,786,619.07</b>	<b>701,385.37</b>
Bond Retirement Fund - 1995 Bond Issue	0000	2,627,583.33	3,500,000.00	0.00	3,500,000.00	6,127,583.33	3,700,000.00	2,427,583.33
Bond Retirement - Prepayment of Debt	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bond Retirement Fund - 2008 Bond Issue	9008	2,327,820.12	4,900,000.00	0.00	4,900,000.00	7,227,820.12	5,000,000.00	2,227,820.12
MVH Stadium Debt	9300	131,767.56	0.00	130,000.00	130,000.00	261,767.56	123,406.25	138,361.31
<b>Total Debt Service Fund</b>	<b>2</b>	<b>5,087,171.01</b>	<b>8,400,000.00</b>	<b>130,000.00</b>	<b>8,530,000.00</b>	<b>13,617,171.01</b>	<b>8,823,406.25</b>	<b>4,793,764.76</b>
Permanent Improvement Voted Levy Fund	3	285,214.87	860,000.00	0.00	860,000.00	1,145,214.87	763,030.00	382,184.87
Permanent Improvement Inside Millage Fund	3	1,386,911.71	1,840,000.00	0.00	1,840,000.00	3,226,911.71	1,800,000.00	1,426,911.71
MVH / Zink Field Stadium Project Fund	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building / Construction Fund - 2008 Bond Issue	4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building / Construction Fund	4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Projects Fund</b>		<b>1,672,126.58</b>	<b>2,700,000.00</b>	<b>0.00</b>	<b>2,700,000.00</b>	<b>4,372,126.58</b>	<b>2,563,030.00</b>	<b>1,809,096.58</b>
Food Service Fund	6	222,735.73	0.00	2,114,580.00	2,114,580.00	2,337,315.73	2,262,978.00	74,337.73
Uniform School Supply Fund	9	846,836.43	0.00	500,000.00	500,000.00	1,346,836.43	750,000.00	596,836.43
Summer School Fund	20	75,132.44	0.00	45,000.00	45,000.00	120,132.44	45,000.00	75,132.44
<b>Total Enterprise Fund</b>		<b>1,144,704.60</b>	<b>0.00</b>	<b>2,659,580.00</b>	<b>2,659,580.00</b>	<b>3,804,284.60</b>	<b>3,057,978.00</b>	<b>746,306.60</b>
Medical/Dental Self-Insurance Fund	24	3,905,580.08	0.00	8,000,000.00	8,000,000.00	11,905,580.08	11,905,580.08	0.00
Workers' Compensation Insurance Fund	27	392,162.28	0.00	0.00	0.00	392,162.28	200,000.00	192,162.28
<b>Total Internal Service Fund</b>		<b>4,297,742.36</b>	<b>0.00</b>	<b>8,000,000.00</b>	<b>8,000,000.00</b>	<b>12,297,742.36</b>	<b>12,105,580.08</b>	<b>192,162.28</b>
District Agency Fund	22	603,287.84	0.00	8,300,000.00	8,300,000.00	8,903,287.84	8,587,502.27	315,785.57
Student Managed Activity Fund	200	195,074.59	0.00	190,056.05	190,056.05	385,130.64	267,616.64	117,514.00
<b>Total Fiduciary Fund</b>		<b>798,362.43</b>	<b>0.00</b>	<b>8,490,056.05</b>	<b>8,490,056.05</b>	<b>9,288,418.48</b>	<b>8,855,118.91</b>	<b>433,299.57</b>
<b>TOTALS</b>		<b>\$ 34,963,382.69</b>	<b>\$ 84,962,291.00</b>	<b>\$ 43,204,574.33</b>	<b>\$ 128,166,865.33</b>	<b>\$ 163,130,248.02</b>	<b>\$ 134,411,359.31</b>	<b>\$ 28,718,888.71</b>

\* Tax Revenue = Real Estate, Personal (PU & Other), Trailer, Homestead & Rollback, \$10K Exempt.

(A):  
(B):

Treasurer's Certification:

Resolution:

DATE	TYPE	Transfer/ Advance Out Amount	Transfer/ Advance In Amount	FROM	Fund Name	Fund/ FUNC	TO	Fund Name	Fund/ FUNC
6/30/2019	Transfer	\$ 12,663.80	\$ 12,663.80	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - BHS		009-5100-9100-010
6/30/2019	Transfer	\$ 2,249.40	\$ 2,249.40	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - FH		009-5100-9150-015
6/30/2019	Transfer	\$ 6,258.30	\$ 6,258.30	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - AMS		009-5100-9350-035
6/30/2019	Transfer	\$ 4,968.60	\$ 4,968.60	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - CMS		009-5100-9300-030
6/30/2019	Transfer	\$ 1,710.00	\$ 1,710.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - VES		009-5100-9500-050
6/30/2019	Transfer	\$ 3,025.00	\$ 3,025.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - PES		009-5100-9600-060
6/30/2019	Transfer	\$ 4,300.00	\$ 4,300.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - SES		009-5100-9700-070
6/30/2019	Transfer	\$ 3,285.00	\$ 3,285.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - MES		009-5100-9800-080
6/30/2019	Transfer	\$ 4,150.00	\$ 4,150.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	USS - TES		009-5100-9850-085
6/30/2019	Transfer	\$ 875.00	\$ 875.00	General (Fee Waivers)		001-7200-910-2950-000000-000-00-000	Student Nutrition (Bad Debt Board Policy)		006-5100
6/30/2019	Transfer	\$ 55,134.50	\$ 55,134.50	General		001-7200-910-2950	Student Nutrition (Calamity Lost Revenue)		006-5100
6/30/2019	Transfer	\$ 3,495.20	\$ 3,495.20	General		001-7200-910-2950	ICE HOCKEY		300-5210-9082
6/30/2019	Advance	\$ 260.00	\$ 260.00	Athletic Fund		300-7410-921-0000	ANK MUSE MACHINE & DRAMA CLUB		300-5210-9360-035
6/30/2019	Advance	\$ 628.00	\$ 628.00	Ankeney Principal's Fund		018-7410-921-9350-035	Ohio MHAS Grant FY18		499-5210-9018
6/30/2019	Advance	\$ 4,440.98	\$ 4,440.98	General		001-7410-921-2950	Ohio MHAS Grant FY19		499-5210-9019
6/30/2019	Advance	\$ 3,432.00	\$ 3,432.00	General		001-7410-921-2950	School Psych Intern FY19		499-5210-9219
6/30/2019	Advance	\$ 967.88	\$ 967.88	General		001-7410-921-2950	IDEA-B FY19		516-5210-9019
6/30/2019	Advance	\$ 291,622.92	\$ 291,622.92	General		001-7410-921-2950	Parent Mentor FY19		516-5210-9219
6/30/2019	Advance	\$ 3,000.00	\$ 3,000.00	General		001-7410-921-2950	Title III Immigrant FY19		551-5210-9019
6/30/2019	Advance	\$ 5.50	\$ 5.50	General		001-7410-921-2950	Title I FY19		572-5210-9019
6/30/2019	Advance	\$ 29,150.21	\$ 29,150.21	General		001-7410-921-2950	Preschool FY19		587-5210-9019
6/30/2019	Advance	\$ 18,312.66	\$ 18,312.66	General		001-7410-921-2950	ECSE Restoration FY19		587-5210-9019
6/30/2019	Advance	\$ 614.23	\$ 614.23	General		001-7410-921-2950	Title II-a FY19		590-5210-9019
6/30/2019	Advance	\$ 22,834.12	\$ 22,834.12	General		001-7410-921-2950	Title IV-A FY19		599-5210-9019
6/30/2019	Advance	\$ 14,138.00	\$ 14,138.00	General		001-7410-921-2950	Starbase FY19		599-5210-9819
6/30/2019	Advance	\$ 69,935.25	\$ 69,935.25	General		001-7410-921-2950	Athletic Fund		300-5220-0000-000
7/1/2019	Advance	\$ 260.00	\$ 260.00	ICE HOCKEY		300-7410-921-9082-01C	Ankeney Principal's Fund		018-5220-9350-035
7/1/2019	Advance	\$ 628.00	\$ 628.00	ANK MUSE MACHINE & DRAMA CLUB		300-7410-921-9360-035	General		001-5220
7/1/2019	Advance	\$ 4,440.98	\$ 4,440.98	Ohio MHAS Grant FY18		499-7420-922-9018	General		001-5220
7/1/2019	Advance	\$ 3,432.00	\$ 3,432.00	Ohio MHAS Grant FY19		499-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 967.88	\$ 967.88	School Psych Intern FY19		499-7420-922-9219	General		001-5220
7/1/2019	Advance	\$ 291,622.92	\$ 291,622.92	IDEA-B FY19		516-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 3,000.00	\$ 3,000.00	Parent Mentor FY19		516-7420-922-9219	General		001-5220
7/1/2019	Advance	\$ 5.50	\$ 5.50	Title III Immigrant FY19		551-7420-922-9219	General		001-5220
7/1/2019	Advance	\$ 29,150.21	\$ 29,150.21	Title I FY19		572-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 18,312.66	\$ 18,312.66	Preschool FY19		587-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 614.23	\$ 614.23	ECSE Restoration FY19		587-7420-922-9119	General		001-5220
7/1/2019	Advance	\$ 22,834.12	\$ 22,834.12	Title II-a FY19		590-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 14,138.00	\$ 14,138.00	Title IV-A FY19		599-7420-922-9019	General		001-5220
7/1/2019	Advance	\$ 69,935.25	\$ 69,935.25	Starbase FY19		599-7420-922-9819	General		001-5220
TOTALS		\$ 1,020,298.30	\$ 1,020,298.30						

**BEAVERCREEK CITY SCHOOLS**

3040 Kemp Road  
Beavercreek, OH 45431

TO: Beavercreek Board of Education  
FROM: Mrs. Penny Rucker, Treasurer  
RE: Donations

The following items were donated:

<u>DONOR</u>	<u>ITEM/GIFT RECEIVED BY</u>	<u>ITEM DONATED</u>
Hickey, Janine	Coy Middle School Principal's Fund	\$50.00
Kona Ice	Coy Muse Machine	\$311.60

Beavercreek City Schools  
3040 Kemp Road  
Beavercreek, OH 45431

July 18, 2019

TO: BEAVERCREEK BOARD OF EDUCATION  
FROM: Mr. Paul Otten, Superintendent  
RE: Certificated Personnel

The following certificated persons are recommended for employment, salary change, leave of absence and termination of contract.

**EMPLOYMENT 2019-2020**

Administrator

Otten, Paul Superintendent Central Office	New Five (5) Year Contract Effective August 1, 2020 - July 31, 2025 Renewal (per written contract on file)
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Teachers

Besson, Layla Intervention Specialist Trebein Elementary School	Effective 2019-2020 School Year One Year Limited Contract Masters+45, 10 Years Experience Credit
Betzold, Sarah Grade 2 Shaw Elementary School	Effective 2019-2020 School Year One Year Limited Contract - Automatic Non-Renewal Bachelor's, 5 Years Experience Credit
Brinson, Jonathan Intervention Specialist Main Elementary School	Effective 2019-2020 School Year One Year Limited Contract Master's, 9 Years Experience Credit
Kraus, Emily Intervention Specialist Coy Middle School	Effective 2019-2020 School Year One Year Limited Contract Master's+45, 0 Years Experience Credit
Streiff, Jason Design Lab Coy Middle School	Effective 2019-2020 School Year One Year Limited Contract Master's+45, 10 Years Experience Credit
Villars, Jodi Adaptive Physical Education	Effective 2019-2020 School Year One Year Limited Contract Bachelor's+150, 2 Years Experience Credit

Non-Bargaining Unit Employee

Trumbull, Rachel School Social Worker	Effective 2019-2020 School Year One Year Limited Contract Master's, 3 Years Experience Credit State Certification Included
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2019-2020 Supplemental Contracts

The following personnel are recommended for employment in the Supplemental Salary Positions shown for the 2019-2020 school year subject to the terms and conditions of the State Board of Education Rules 3301-20-01, 3301-26-01 and 3301-27-02. Pursuant to ORC 3313.53, vacant positions were posted for licensed employees, licensed non-employees, and non-licensed non-employees. For the positions for which there were no qualified licensed individuals, licensed non-employees or non-licensed non-employees are recommended. Salaries shall be paid according to the Supplemental Salary Schedule adopted for the 2019-2020 school year.

Bundy, Tanner Non-Licensed, Non-Employee	Head 8th Grade Volleyball Coach - Girls Scale 8, Step 1 - 0 Years Longevity Credit (L-0)
Chaffin, Jordan Non-Licensed, Non-Employee	Head Freshman Volleyball Coach - Girls Scale 7, Step 1 - 0 Years Longevity Credit (L-0)
McGaha, Margaret Licensed, Non-Employee	Assistant Middle School Cross Country Coach (1/2 Assignment) Scale 8, Step 1 - 0 Years Longevity Credit (L-0)
Pinkerton, Timothy Licensed, Non-Employee	Assistant Middle School Cross Country Coach Scale 8, Step 1 - 0 Years Longevity Credit (L-0)
Schweikert, Lukas Licensed, Non-Employee	Assistant Middle School Cross Country Coach (1/2 Assignment) Scale 8, Step 1 - 0 Years Longevity Credit (L-0)

2018-2019 Extended School Year Nurse

Alaimo, Susan

2018-2019 Summer State Testing Tutors \$31.20 per Hour, Not to Exceed 30 Hours

Miller, Melissa

Reidenbaugh, Derek

2018-2019 ESY/Summer School Administrator \$2,500.00 Stipend

Rogers, Erin

2018-2019 Summer School Substitutes

Zwick, Anita

STARBASE - Wright Patterson Air Force Base - Not Paid with District Funds July 1, 2019 - December 31, 2019

Warren, Shawn  
Instructor

\$18,550.00

2019-2020 Substitute Teacher

Benkovic, John

DiNapoli, Julia

Geer, J. Mike

Blackaby, Melissa

Elmore, Linda

Gilley, Karen

Calhoun, Stephanie

Exman, Emily

Glenn, George

Cantz, Diane

Ganguli, Shampa

Goedde, Suzanne

Cassell, Debbie

Garrison, Kristen

Gregg, Sarah

Hamilton-Sosa, Janette	Kustowski, Diana	Scheff, Diane
Hamlin, Joseph	Morton, Patricia	Slone, Lorraine
Harney, John	Myers, William	Sosa Fuentes, Salvador
Hedgcorth, Gregory	Otten, Julie	Staiger, Kathryn
Helfinstine, Kalie	Reidenbaugh, Derek	VanDewerker, Tracey
Helmstetter, Janice	Rice, James	Vincent, Patrick
Herzing, Philip	Rice, Linda	Virgilio, Sunna
Jackson, Jeffrey	Roberts, Diane	Vore, Heather
Kuech, Megan	Sakulich, Diane	Wolfe, Danielle

**SALARY ADJUSTMENTS DUE TO ADDITIONAL ADDITIONAL SEMESTER HOURS/EXPERIENCE VERIFICATION**

Bernlohr, Beth	from M+15 to M+30
Boddie, Amber	from M+15 to M+30
Kirchbaum, Brandi	from M+15 to M+30
Massarelli, Corey	from M to M+15
Nachlinger, Sharma	from M to M+45
Sites, Courtney	from Step 0 to Step 5
Snider, Thomas	from M to M+15
Southard, Jaclyn	from M+15 to M+30
Streck, Julie	from Step 0 to Step 4
Treon, Michael	from Step 0 to Step 5
Ungru, Jeffrey	from B+150 to M
Urbaniak, Jennifer	from Step 0 to Step 1
Williams, Amy	from B+150 to M

**ADJUSTMENTS**

Ash, Suzanne	<b>Continuing Contract Issued 2019</b> Scale XIII - High School Principal - Step 9, M Step 1 Step 13 <b>M+30</b>
Caras, Geroge	
Carson, Emily	
Drayer, Kerry	
Jones, Jacquelyn	

**ADVANCEMENT TO CONTINUING CONTRACT**

<u>NAME</u>	<u>TRAINING</u>	<u>SALARY STEP</u>	<u>EXPERIENCE CREDIT</u>
Ungru, Jeffrey	M	6	6

**STARBASE ADJUSTMENTS**

Ehlers, JoAnna	\$17,490.00
Meyers, Amy	\$17,490.00

**LEAVE OF ABSENCES**

Kramer, Margaret Shaw Elementary School	Effective 08/12/2019 - 05/26/2020 184 Days Unpaid
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Certified Personnel  
18 July 2019

Shadle, Katie  
Fairbrook Elementary School

Effective 08/12/2019 - 12/20/2019  
46 Days Unpaid

## TERMINATIONS

### Teachers

Boucher, Janet  
Coy Middle School

Intervention Specialist  
Resignation, Personal  
Effective July 31, 2019

Chamberlain, Laura  
Beavercreek High School

Social Studies  
Did Not Accept Recall  
Effective May 31, 2019

Whitaker, Jason  
Ankeney and Coy Middle School

Design Lab  
Resignation, Personal  
Effective July 31, 2019

### STARBASE

Simmons, Christina

STARBASE Part-time Instructor  
Resignation , Personal  
Effective July 11, 2019

Warren, Shawn

STARBASE Part-time Instructor  
Resignation to Accept Instructor Position  
Effective July 15, 2019



**BEAVERCREEK CITY SCHOOLS**  
3040 Kemp Road  
Beavercreek, Ohio 45431

July 18, 2019

**TO: BEAVERCREEK BOARD OF EDUCATION**

**FROM:** Mr. Paul Otten, Superintendent

**RE:** Classified Personnel

The following individuals are recommended for employment, extended time, lateral transfer, leave of absence, promotion, recall, temporary transfer, and voluntary transfer:

**EMPLOYMENT**

Administrator

Rucker, Penelope Treasurer/CFO Central Office	Addendum to Existing Contract Effective August 1, 2019 Addendum (Per written addendum on file)
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Bus Driver Trainee

Everhart, Jennifer  
Webb, Esther

Computer Technician

McCoppin, Keith Computer Technician Central Office (REPLACEMENT)	August 1, 2019 Base Contract 2020 Step 4/L-0/BCSD 0 Years Exp. \$23.51/hr.
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Extended School Year – (Current Hourly Rate)

Blackmore, Tammy (Substitute)  
Dhond, Suchita (Substitute & Sub Rate)

MOU Bus Driver

Balmer, Lori	Step 12/L-1	\$25.21/hr.
Kuntz, Robert	Step 6	\$22.17/hr.
McCoy, Lynn	Step 12/L-1	\$25.21/hr.

Seasonal Help

Anderson-Lutz, Chrisonna	General Labor IV	\$11.00/hr.
Biggers, Britni	General Labor IV	\$11.00/hr.

CLASSIFIED PERSONNEL

July 18, 2019

Page 2

Special Needs Assistant (Instructional)

Krajicek, Brandee Special Needs Asst. (Instructional) Beavercreek High School (REPLACEMENT)	Effective August 12, 2019 Base Contract 2020 Step 4/L-0/BCSD 0 Years Exp. \$18.58/hr.
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Powell, Michele Special Needs Asst. (Instructional) Trebein Elementary (REPLACEMENT)	Effective August 12, 2019 Base Contract 2020 Step 1/L-0/BCSD 0 Years Exp. \$17.46/hr.
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Substitute – Administrative Assistant

Keggan, Julia Sparks, Jennifer	Noonan, Jennifer Thomas, Paula	Pompos, Courtney
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Substitute – Building/Office Assistant

Keggan, Julia Thomas, Paula	Lawson, April	Noonan, Jennifer
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Substitute – IMC Technician

Ganguli, Shampa	Noonan, Jennifer	Taylor-Reiley, Karen
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Substitute – Monitor Assistant (2 hr.)

Noll, Jennifer	Noonan, Jennifer	Thomas, Paula
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Substitute – Monitor Assistant (Study Hall)

Noonan, Jennifer  
Thomas, Paula

Substitute – Nurse

Owen, Stephanie  
Roberts, Tracy

Substitute – Special Needs Assistant (Instructional)

Amerson, Chandra Jones, Lindsey Taylor-Reiley, Karen	Ammon, Michelle Noll, Jennifer Thomas, Paula	Gilley, Karen Noonan, Jennifer
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Substitute – Special Needs Assistant (Transportation)

Wright, Mary

Substitute – Student Nutrition

Kaur, Charnjit  
Marshall, Tabitha

Knodel, Heidi

Kuhnwald, Lora

Substitute – Teacher Assistant

Ganguli, Shampa  
Noonan, Jennifer

Gilley, Karen  
Taylor-Reiley, Karen

Noll, Jennifer  
Thomas, Paula

**EXTENDED TIME**

Alessandro, Robert  
Bus Driver

June 19, 2019  
CPR Training

**LATERAL TRANSFER**

Weaver, Debra  
FROM: Student Nutrition – Hourly @ Ankeney Middle School  
TO: Student Nutrition – Hourly @ Main Elementary  
(REPLACEMENT)

Effective August 12, 2019

**LEAVE OF ABSENCE**

Kremer, Sherri  
Monitor Assistant – Valley Elementary

Effective May 20-23, 2019

4 Unpaid Days – Unauthorized

Lewis, Geoffrey  
Driver – Transportation

Effective March 19, 2019 – May 23, 2019

Miller, Billie  
Custodian – Shaw Elementary

Effective June 22, 2019 – October 14, 2019  
75 Unpaid Days

**PROMOTION**

Coon, Jamie  
FROM: Student Nutrition – Hourly @ Main Elementary – Step 3  
TO: Student Nutrition – Satellite Manager IIIB @ Main Elementary – Step 2  
(REPLACEMENT)

Effective August 12, 2019

\$16.85/hr.

**RECALL FROM REDUCTION IN FORCE**

Dennull, Walter	Effective July 1, 2019
Custodian	Two-Year Contract 2019-2021 (New)
Central Office	Step 5/L-0/BCSD 1 Year Exp.
(REPLACEMENT)	\$19.73/hr.

**TEMPORARY TRANSFER**

Dennull, Walter	Effective July 1, 2019
FROM: Custodian @ Central Office (4 hrs.)	
TO: Custodian @ Shaw Elementary (8 hrs.)	

**VOLUNTARY TRANSFER**

Gscheidle, Kelli	Effective August 12, 2019
FROM: Elementary Skills Lab Tech @ Shaw Elementary	
TO: Teacher Assistant Split Between Parkwood & Shaw Elementaries – Step 6	
(REPLACEMENT)	\$18.55/hr.

**Item # 1 Reduction in Force**

**Article 14 – REDUCTION IN PROFESSIONAL STAFF MEMBERS**

**14.01**     Reasons for RIF

Reduction in Force shall be defined as ~~that~~ **the** process utilized to reduce the number of Professional Staff Members for the following reasons:

- A.     decreases in pupil enrollment
- B.     suspension of schools or territorial changes affecting the District
- C.     return of Professional Staff Members from leaves of absence
- D.     return to duty of Professional Staff Members on disability leaves of absence
- E.     anticipated lack of funds.

**14.04**     Procedure

All reduction in staff pursuant to this policy shall be made first by attrition and then as follows:

- A. Staff reduction procedures will be made system-wide according to Professional Staff Member's area(s) of certification/license on file in the office of the Director of Human Resources and valid on the date of contract suspension. ***Each position identified by the Board as a reduction will be given a randomly generated number and listed by that number. Using a random number generator, one (1) position will be identified and the Reduction in Force procedure will be applied to that position. This process will be repeated for each identified position.***
- B. Contracts of Professional Staff Members serving under temporary certificates or in their first year of teaching on a one-year only contract for Professional Staff Members on a leave of absence shall be considered next.
- C. ***Professional Staff Members who are in their first year with the District shall have their OTES ratings from their prior district used in the process. OTES ratings from other districts will not be used for teachers who have an OTES rating in Beavercreek within the previous three (3) years. First year teachers who do not have an OTES final summative rating within the previous three (3) years shall be placed in 14.04 D.1.***
- D. Contracts of Professional Staff Members on limited contracts and teaching for Professional Staff Members on a leave of absence for the second consecutive year or more and contracts of all other Professional Staff Members on limited contracts shall be placed on the seniority list. These Professional Staff Members shall be considered next and shall be suspended in the following **order manner**:
  - 1. Professional Staff Members whose ***highest final summative rating within the previous three (3) school years is*** ~~have achieved a rating of~~ Ineffective on OTES as provided in Article 10.11 ***and first year teachers who do not have an OTES final summative rating within the previous three (3) years*** shall be suspended on a last employed – first suspended basis, then

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

2. Professional Staff Members whose **highest final summative rating within the previous three (3) school years** ~~have achieved a rating of~~ is Developing, Skilled and/or Accomplished on OTES as provided in Article 10.11 ~~will be considered to be "comparable" and shall be suspended on a last employed – first suspended basis, then~~
  3. Professional Staff Members whose **highest final summative rating within the previous three (3) school years is** ~~have achieved a rating of~~ Developing, Skilled and/or Accomplished on OTES as provided in Article 10.11 will be considered to be "comparable" and shall be suspended on a last employed – first suspended basis.
- E. 3.** Should the length of continuous ~~service~~ **employment** be equal for two (2) or more Professional Staff Members considered for suspension in each of the ~~two (2)~~ **three (3)** groups above, then the total years of teaching experience in the School District (minus time accrued on a BOARD-approved Leave of Absence, except Maternity, **Family Medical Leave, Service-Connected Injury Leave, Bereavement Leave, Emergency Leave** and Child Care Leave) shall prevail, and if prior teaching experience is equal, the following should be used to determine which contract shall be suspended:
1. First - holding of graduate degree in subject matter or field of study;
  2. second - semester hours in the subject matter or field of study;
  3. third - graduate degree in unrelated subject area or field of study; and
  4. finally, semester hours in an unrelated subject area or field of study.
- F. D:** Should it become necessary to suspend any Professional Staff Member with a continuing contract pursuant to this policy, such Professional Staff Members shall be grouped by OTES rating as above (either Ineffective, ~~or~~ Developing/ **or** Skilled/Accomplished) and suspension shall be made **in the following order from:**
1. Professional Staff Members with a continuing contract and rated Ineffective on a last employed - first suspended basis and; then
  2. Professional Staff members with a continuing contract and rated Developing/~~Skilled/Accomplished~~ on a last employed – first suspended basis **and; then**
  3. Professional Staff members with a continuing contract and rated Skilled/Accomplished on a last employed - first suspended basis.
  4. Should the length of continuous ~~service~~ **employment** for two (2) or more Professional Staff Members with a continuing contract who are being considered for suspension be equal, then the procedure outlined in paragraph **E.** of this Section shall be followed.
- G.** It is understood that voluntary transfer requests may be considered and involuntary transfers affected, as determined by the Superintendent, in order to assign Professional Staff Members whose contracts have not been suspended so as to meet the staffing needs of the District. However, involuntary transfers will be used only after the voluntary transfer process has not placed displaced Professional Staff Members in available positions.

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

**H.** Any Professional Staff Member displaced from his/her current teaching assignment due to reduction in force may bump the most junior Professional Staff Member in another teaching field in which he/she is certificated/licensed, provided such certification/licensure is on file with the Director of Human Resources.

1. In no event shall a Professional Staff Member with a rating of Ineffective exercise bumping rights over a Professional Staff Member rated Developing/Skilled/Accomplished.
2. ***In no event shall a Professional Staff Member with a rating of developing exercise bumping rights over a Professional Staff Member rated Skilled/Accomplished.***
3. In no event shall a Professional Staff Member without a continuing contract or part-time Professional Staff Member without a continuing contract exercise bumping rights over a full-time Professional Staff Member with a continuing contract.
4. ***In no event shall a Professional Staff Member serving under a temporary certificate or in their first year of teaching on a one-year only contract for a Professional Staff Member on a leave of absence exercise bumping rights over a full time professional staff member with a continuing or limited contract.***

**I.** If the current framework of OTES changes, the OTES committee will meet to review how this may affect Reduction in Force language and propose changes to Association President and the Superintendent.

**14.05**     Seniority Defined

Seniority shall be defined as the continuous ~~service~~ or employment of a Professional Staff Member beginning with the date the BOARD, by resolution, offered the contract of employment.

**14.06**     Continuous Employment

Continuous employment for **the** purposes of this policy shall include:

- A. all time on sick leave
- B. all time on disability leave while receiving Workers' Compensation as a result of employment with the BOARD
- C. all time while on involuntary military leave of absence
- D. all time during suspension of a Professional Staff Member if the Professional Staff Member is reinstated
- E. all time on Maternity and/or Child Care Leave
- F. all time accrued on any BOARD-approved Leave of Absence
- G. all time on Family and Medical Leave

**14.07**     Seniority Loss

Seniority shall be lost when a Professional Staff Member.

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

1. Resigns
2. Retires
3. Leaves the employment of the BOARD ~~due to non-renewal~~, provided the Professional Staff Member is not re-employed at the start of the next school year and incurs no actual break in service, ~~and due to termination of contract.~~

**14.08 Rights to Recall**

Professional Staff Members whose contracts have been suspended pursuant to reduction shall have recall rights as follows:

- A. **When a vacancy exists which the BOARD has determined to fill**, Rrecall of Professional Staff Members' contracts shall be made system-wide according to Professional Staff Members' area(s) of certification/licensure on file in the Director of Human Resources' Office and valid at the time of recall on a last suspended first recalled basis.
- B. Upon being recalled, the Professional Staff Member shall be placed at the same contract status and salary placement and retain the same seniority ~~and benefits~~ as held when said Professional Staff Member's contract was suspended.
- C. Recall rights shall be for a period of twenty-one (21) calendar months after the effective date of suspension of the contract. Professional Staff Members who wish restoration shall keep their current address on file with the Treasurer of the BOARD. Professional Staff Members who do not respond to a restoration notice for five (5) school days (or ten (10) calendar days when school is not in session) after receipt of notice by certified mail (or if such notice is returned undelivered) shall forfeit all rights to restoration.

**Item # 2 Conferences (Parent-Professional Staff Member)**

**12.05 Guidelines for Parent-Professional Staff Member Conferences**

A. & B. No Changes

C. ~~Elementary and Middle School~~ **Preschool through 12th grade** Parent-Professional Staff Member Conferences

1. ~~Elementary and Middle School~~ **Preschool through 12th grade** Parent-Professional Staff Member Conferences for evaluation purposes should last a minimum of fifteen (15) minutes per conference and scheduling should be arranged in each building according to the program being used in that building. **The equivalent to two (2) days annually** shall be authorized for ~~elementary and middle school~~ parent-Professional Staff Member conferences.



**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

2. ~~The elementary and middle school~~ Professional Staff Members shall be allowed flex-time in scheduling conferences **according to district conference procedures included in staff handbooks or** as approved by the Building Principal.

**Item # 3 Calendar**

12.02 School Calendar

- A. Beginning the **2019-2020** school year, the school calendar shall consist of one hundred eighty-four (184) days for Professional Staff Members as follows:

178	Days of instruction (this includes calamity days or any other excused days)
3	Professional Development Days
1	Opening Meeting/Professional Development Day
1	Teacher Work Day
<u>1</u>	Record keeping Day at the end of the last semester
=	184 Days

- B. Orientation for new Professional Staff Members shall precede the opening of school.
- C. ~~The school year shall begin with staff meetings on the Monday three weeks prior to Labor Day.~~ **The school calendar shall begin with staff meetings during the second full week of August.**
- D. Labor Day shall be a non-contract day.
- E. The day before Thanksgiving, Thanksgiving Day and the following Friday shall be non-contract days. **The Monday and Tuesday prior to Thanksgiving will be one (1) conference exchange day and a professional development day (Public School Works Exchange Day).**
- F. Winter Vacation. ~~Winter vacation shall consist of eight (8) to ten (10) weekdays under the following guidelines: School shall close for the entire week (Monday through Friday) containing December 25 and reopen no earlier than January 3.~~ **Winter vacation shall consist of at least two (2) full weeks (10 weekdays) and three (3) weekends containing December 25.**
- G. - L., No Changes
- M. The Board will adopt two consecutive school year calendars using the above formula by the March Board meeting. ~~For example: The 2016-2017 calendar has been approved with this Agreement. The 2017-2018 calendar will be approved by March 2016.~~
- N. - Q., No Changes

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

- D. The building principal shall meet with each traveling teacher at the beginning of every quarter to address the teacher's travel arrival time, duty assignment and known special events which might alter the teacher's arrival time.**

**Item # 5 Class Size/Case Load**

**12.01 School Day**

**F. Class Preparations**

1. Every effort will be made to assign Professional Staff Members at the high school and middle school no more than three (3) class preparations a day per semester. Any level within a given subject, which has a separate course of study and is identified by a separate course name, is considered a distinct and separate preparation from all other levels within that subject. If deemed necessary, an assignment of four (4) class preparations per day will be given first to Professional Staff Members who volunteer. However, the principal may make an involuntary assignment of more than three (3) class preparations per day after consultation with the appropriate Department Chair and the affected Professional Staff Member. This will occur only if student course requests so dictate after the master scheduling has been completed and no later than the last day of the school year, unless enrollment changes after the close of the school year require otherwise. There will be no involuntary assignment of five (5) class preparations per day, except under extraordinary circumstances. ***If Professional Staff Members are assigned to both elementary (K-5) and secondary (6-12) grade levels the above language regarding class preparations will apply.***
  
2. Every effort will be made to equalize class size within each department as much as possible, based upon student enrollment and need.

~~G. For the 2017-2018 school year, Middle Schools **Secondary schools (6-12)** will operate on an eight (8) period day with Professional Staff Members will conducting **up to** six (6) instructional periods. Any Professional Staff Member volunteering to teach more than six (6) instructional periods will be compensated as outlined in Article 7.04. For the purpose of definition during the 2017-2018 school year, the following terminology applies:~~

~~Assigned Duty—The assignment of student control responsibilities shall consist of the Professional Staff Member being assigned to work with and/or advise students in a manner that does not require him/her to engage in preparation or grading activities outside the assigned period.~~

~~Middle School Building Leadership Teams will work collaboratively to develop a recommended Middle School Schedule by the end of October, 2017 and effective beginning the 2018—2019 school year. In term negotiations to consider the recommendations will occur beginning in November, 2017.~~

**ARTICLE 13 - MISCELLANEOUS PROVISIONS**

**13.01 Class Size**

A. A strong effort will be made in scheduling to keep class size as small as possible and to equalize, to the extent feasible, class size and student load within each building. The BOARD and the Administration will strive to meet the pupil/teacher ratio as recommended in the minimum standards currently in effect for Ohio elementary and secondary schools and the guidelines below:

- Preschool classes follow state requirements
- K-3, twenty-five (25) students per homeroom
- 4-5, twenty-eight (28) students per homeroom
- 6-12, one hundred sixty-eight (168) students per load (six (6) sections at twenty-eight (28))\*

\*With the exception of secondary music courses and Study Hall

*If Professional Staff Members are assigned to both elementary (K-5) and secondary (6-12) grade levels the daily student load of the Professional Staff Members will be determined proportionally to their grade level assignments within their school day using the guidelines stated above and the Professional Staff Members may be assigned a maximum of six (6) instructional periods as stated in 12.01 G.*

B. - D., No Changes

**Item #6 Leave**

**9.01 Sick Leave**

A. Days of absence authorized under this provision shall be deducted from the sick leave accumulation. One and one-fourth (1 1/4) days of sick leave shall be granted full-time Professional Staff Members for each completed month of employment up to fifteen (15) days per year. Unused sick leave is cumulative to a maximum accumulation of ~~330~~ **345** days. Any Professional Staff Member who has accumulated the maximum of ~~330~~ **345** total sick leave days is eligible for a maximum of fifteen (15) additional sick leave days per year as approved by the Superintendent at the end of each school year. These additional days are not chargeable to the ~~330~~ **345** total and are non-accumulative.

B. - E., No Changes

F. Sick leave notification ~~form~~ must be completed for any day or part of day used and submitted to the appropriate building Principal no later than the fourth (4th) workday after returning to work from sick leave. ~~The form must include a signed statement verifying usage of sick leave for one of the reasons stated above. See Appendix D. Notification of use of sick leave, using the determined procedures, also serves as verification of the Professional Staff Member usage of sick leave for one of the reasons stated in Article 9.01 D.~~

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

G. Deductions of sick leave due to use will be in one-fourth day blocks as follows: 0-2 hours, no deduction; over two (2) hours to four (4) hours, then one-half (1/2) day; over four (4) hours to six hours, then three-fourths (3/4) day; over six (6) hours, then one (1) full day shall be deducted. ***After four (4) sick leave absences of 0-2 hours by a Professional Staff Member in a school year, all further sick leave absences will be charged in one-fourth (1/4) day blocks as used for the remainder of the school year.*** ~~In cases of recurring~~ ***recurrent*** or habitual absences of less than two (2) hours by a Professional Staff Member, such periods of absence shall be cumulated and deducted as though they had been a single absence. ***All sick leave use of two (2) hours or less will be reported by Professional Staff Members in accordance with Article 9.01 F.***

H. - J., No Changes

**9.05 Personal Leave**

D. Personal leave cannot be used for personal illness, emergency dental or medical appointments, injury or exposure to severe contagious disease, inability to perform job assignment due to pregnancy or illness or injury in the Professional Staff Member's immediate family or any other reason covered by sick leave unless in accordance with 9.20 J ***or all accumulated sick leave has been exhausted.***

**Item # 7 Evaluations (OTES)**

**10.11 Standards-Based Teacher Evaluation**

- A. No Changes
- B. See Housekeeping
- C. - J., No Changes
- K. Items 1-5, No Changes

***K., new 6***

***6. Professional Staff Members whose most recent performance rating is ineffective or developing may request, prior to September 15th of each year, an alternative credentialed evaluator. In such a case that a professional staff member requests an evaluator who is different than the assigned evaluator, the building principal will be listed as the professional staff member's secondary evaluator. In the event the requested primary evaluator cannot complete the evaluation, the Professional Staff Member will be permitted the opportunity to request an alternative primary evaluator.***

L. Evaluation Program Committee

1. The Association and the Board agree to establish a joint committee for the purpose of assessing, reviewing, and making recommendations with regard to the ~~Standards-Based Teacher Evaluation Program, including Student Growth Measures~~ ***Professional Staff Member Evaluation Program.***

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

2. The Committee will be comprised of five (5) Association representatives, the Association President or designee, and six (6) administrators appointed by the Superintendent or designee. The representatives selected by the Association or his/her designee will be chosen to include Professional Staff Members from multiple content areas and grade levels.
3. The committee will meet at **least three 3 times per year and no more than six 6 times per year.** ~~least one (1) time but not more than three (3) times per year.~~
4. The committee will communicate any results from its review and recommendations regarding the Professional Staff Member Evaluation Program, including Student Growth Measures, to the Superintendent and the Association President who will provide a joint statement to the Administration and Professional Staff Members to promote program consistency throughout the District.
5. Changes to the **Professional Staff Member** Evaluation Program, including the development, processes, instruments, and any other related areas, will not be made mid-year unless approved by the Committee.

**Item #8 Salary and Benefits**

Base Salary Increases:

- 2019-2020: 3%
- 2020-2021: 2.5%
- 2021-2022: 2.5%                   \*See Appendix X attachments for salary schedules

**Health Insurance**

Butler Health Plan (BHP) Medical effective January 1, 2020

- Anthem is the BHP medical insurance carrier. Board pays 85% of the monthly premium. Three plans are offered. See Summary of In-Network Medical Plan Options 2020. Anticipated 2020 Premium rates:
  - Anthem PPO
    - Single: \$718/mo. (\$107.70, employee portion)
    - Family \$1,850/mo. (\$277.50, employee portion)
  - Anthem High Deductible Health Plan (HSA)
    - Single \$634/mo. (\$95.10, employee portion)
    - Family \$1,637/mo. (\$245.55, employee portion)
  - Anthem Minimum Value Plan (MVP):
    - Single: \$563/mo., (\$84.45, employee portion)
    - Family: \$1,451/mo. (\$217.65, employee portion)
- Board/BHP will provide member training and learning opportunities this fall before open enrollment

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

- Board will work with BHP to expedite a Butler Advantage Health and Wellness clinic in Beavercreek, if Beavercreek is determined to be the clinic location. See Butler Advantage Health and Wellness Center flyer
- For Employees that enroll BHP Medical Plan:
  - \$1500 stipend per member for transition to medical plan during insurance plan Years 2020 and 2021 of the agreement to be paid in equal semi-annual amounts on or before the second pay in February and August of calendar years 2020 and/or 2021.
  - \$1500 stipend to offset spousal carve out of medical plan during insurance plan Years 2020 and 2021 of the agreement to be paid in equal semi-annual amounts on or before the second pay in February and August of calendar years 2020 and/or 2021.
  - \$750 stipend to offset additional medical insurance out of pocket during insurance plan Years 2020 and 2021 of the agreement to be paid on or before the second pay in February of calendar years 2020 and/or 2021.
  - High Deductible Health Care Plan Health Savings Account BOARD contribution will be \$750 for a single plan and \$1500 for a family plan placed into the HSA Savings account on the first bank business day in January, beginning January 2020.
- For Employees NOT enrolling in BHP Medical plan
  - Insurance Buyout - \$500.00 for each full six (6) month period (January through June and July through December beginning January 1, 2020) an employee does not enroll in his/her own BHP Medical Insurance plan to be paid on or before the second pay of July and second pay of January. Payments will begin in July of 2020.

**Medical Insurance Plan Information for Prorated Situations**

- Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan during calendar years 2020 and/or 2021 and for any new employees hired after January 1, and who take their own BHP Medical Plan in calendar years 2020 and/or 2021 will be paid a prorated portion of the following annual amounts based on their month of hire or enrollment:
  - the \$1500 spousal carve out stipend, if applicable,
  - the \$750 offset stipend
- If prorated, payment will be no later than sixty (60) days following enrollment in BHP Medical Plan (For example, if an employee is hired or enrolled in July, he/she is paid 50% of the above-listed stipends.)
- Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan and for any new employees hired after January 1, and who take their own BHP Medical Plan will be paid a prorated portion of the following annual amount based on their month of hire or enrollment:
  - the HDHP/HSA contribution, as specified above, if applicable
  - payment will be no later than sixty (60) days following enrollment in BHP Medical Plan

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

- Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan and for any new employees hired after January 1, and who do not take their own BHP Medical Plan will be paid a prorated portion of the following semi-annual amount based on his/her month of hire or enrollment:
  - \$500 buyout amount for each full six (6) month period (January through June and July through December beginning January 1, 2020). Payment to be made on or before the second pay of July and second pay of January. Payments will begin in July of 2020. (For example, if an employee is hired or enrolled in July, he/she is paid 50% of the above-listed stipends.)

**Dental Insurance**

BHP Dental Plan (Delta Dental) effective January 1, 2020.

- Delta Dental is the Butler Health Plan dental insurance carrier. BOARD pays 90% of the monthly premium. Current 2019 rates are listed below as an example.
  - Basic Dental
    - Single \$27/mo. (\$2.70 employee portion)
    - Family \$68/mo. (\$6.80 employee portion)
  - Standard Dental
    - Single \$40/mo. (\$4.00 employee portion)
    - Family \$104/mo. (\$10.40 employee portion)
  - Premium Dental
    - Single \$48/mo. (\$4.80 employee portion)
    - Family \$113/mo. (\$11.30 employee portion)

**Vision Insurance**

No Change

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

**7.06 Supplemental Salary**

B. Supplemental Longevity

1. Longevity Formula

<u>Longevity Scale</u>	<u># of years <i>Years of Experience</i></u>	<u>Increase Over Current Step Placement on the Dollar Schedule in 7.06</u>
(L-0)	0-4	Current Step Salary X 1.0
(L-1)	5-8	Current Step Salary X 1.05
(L-2)	9-12	Current Step Salary X 1.10
(L-3)	13-16	Current Step Salary X 1.15
(L-4)	17-20	Current Step Salary X 1.20
(L-5)	21-24	Current Step Salary X 1.25
<b>(L-6)</b>	<b>25+</b>	<b>Current Step Salary X 1.30</b>

2. Years of experience shall be computed in the following manner:

- a. One (1) year of experience will be counted as one (1) year ~~when continuing~~ with the same **sport** (*Ex. 4 years coaching 7th boys basketball = 4 years if moving to high school assistant girls basketball*) position. (*Ex. 8 years in the 7th grade basketball = 8 years of experience, providing there is no interruption in service, unless approved by the Superintendent.*)
- b. If a Professional Staff Member moves from one (1) position to another, each year of experience will count as one half (1/2) year of experience toward a new job classification. (*Ex. 8 years in 7th grade basketball = 4 years toward longevity for 9th grade basketball providing no interruption in service.*) All experience must be in the same sport or activity, **regardless of gender**. (*Ex. Basketball, Soccer, Chess Advisor, Vocal Music.*)
- ~~c. All experience must be in the same sport or activity. (*Ex. Basketball, Chess Advisor, Vocal Music.*)~~
- d. c. For longevity purposes, all experience must be ~~in~~ **with** the Beaver Creek City Schools System **unless approved by the Superintendent**.



**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

*d. Only one (1) year of experience can be gained during a school year (coaching more than one (1) season per school year only counts as one (1) year experience)*

**Housekeeping**

**MOU Signed 1/9/2019**

2.02 Conducting Negotiations

A. Negotiation meetings shall be preceded by a letter of request from the party wishing to initiate negotiations. The letter of request for negotiations must be received by the Superintendent's Office or by the President of the ASSOCIATION between the dates of ~~March 15~~ **January 1** and April 1. If negotiations are initiated by the ASSOCIATION, this letter should come from the President of the ASSOCIATION and be directed to the Superintendent. If negotiations are initiated by the BOARD, they shall submit said letter to the President of the ASSOCIATION through the Superintendent. Negotiation meetings will commence ~~on or about April 15th~~ **within approximately two weeks of receipt of the initiation letter by either party**. Both teams shall in good faith try to reach an agreement prior to June 1st.

**MOU Signed 07/20/2018**

7.08 Supplemental

Update and/or add the following positions:

<b><u>Title/Position</u></b>	<b><u># of Positions</u></b>	<b><u>Scale</u></b>	<b><u>Description</u></b>
Competitive Cheer Coach - Winter	1	10	Rename to "Middle School Competitive Cheer Coach -Winter" to reflect age group they work with; leave at scale 10 as that is what sideline cheer at MS level is compensated.
Competitive Cheer Coach - Winter	1	Move from 9 to 8	Rename to "Varsity Competitive Cheer Coach -Winter" to reflect age group they work with; move to scale 8 (currently 9) as that is what sideline cheer at the varsity level is compensated.
Freshman Basketball Cheer Coach - Winter	1	Move from 10 to 9	Move to scale 9 (currently 10) as that is what the same position is compensated during the fall season for freshman football cheer (matching compensation pattern for all other fall/winter cheer alike positions).

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

Assistant Varsity Competitive Cheer Coach - Winter	1	9	New position. Matches level of competition and consistently provides adequate supervision and instruction.
Assistant High School Marching Band & Summer Band	1	4	New position. Matches level of competition and consistently provides adequate supervision and instruction. Currently, this "position" is filled by a volunteer that is "compensated" by Beaver Creek Music Parents Organization.
High School ROTC Drill Team/Color Guard	1	6	New position. Matches level of neighboring district ROTC program. Year Long. Will be split between two ROTC instructors.

7.08 Supplemental

Two (2) *Assistant High School Cross Country Coach* positions will be added to Scale 5

**MOU Signed 03/13/2019**

7.08 Supplemental

*High School Local Scholarship Coordinator* will be added to Scale 10.

**MOU Signed 11/14/2018**

7.08 Supplemental

One (1) *Assistant High School Swim Team Coach* position will be added to Scale 6

**MOU Signed 10/16/2017**

7.11 Payroll Procedures

VOLUNTARY DEDUCTIONS

United Way First All\*\*

\*\*Deducted in near equal payments for ~~six~~ *twelve* months, January through ~~June~~ *December*.

**MOU Signed 08/27/2018**

13.05 Tuition Free Attendance

*Children, step children, and/or foster children* of non-resident Professional Staff Members ~~and/or step children~~ residing in the Professional Staff Member's household may attend the Beaver Creek Schools on a tuition-free basis providing:

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

- A. The Superintendent has the sole right to determine admittance and to assign each student. Resident students shall take priority over nonresident students in all matters of class/course selection and placement. All students are approved on a "current school year only" basis and each year is a separate year. The enrollment of a student under this section does not guarantee enrollment in the next year.
- B. The BOARD shall not be responsible for providing any pupil transportation for such students ~~from or~~ to points outside the Beaver Creek School District.
- C. Professional Staff Members who are not employed before August 1 may submit such request up to three (3) days before the start of the school year.
- D. As specified in ORC 3313.64, no child will be permitted to enroll in Beaver Creek via following an employed parent after the first day of school.**
- E. Such students shall be subject to the same rules and regulations as any other student.
- F. Student may be suspended or expelled as any other student.
- G. Decisions made by the Superintendent under this section are not appealable under the grievance procedure.

**In-Term Bargaining November 2, 2017**

12.01 School Day

G. ~~For the 2017-2018 school year, Middle Schools will operate on an eight (8) period day with Professional Staff Members conducting six (6) instructional periods. Any Professional Staff Member volunteering to teach more than six (6) instructional periods will be compensated as outlined in Article 7.04. For the purpose of definition during the 2017-2018 school year, the following terminology applies:~~

~~Assigned Duty—The assignment of student control responsibilities shall consist of the Professional Staff Member being assigned to work with and/or advise students in a manner that does not require him/her to engage in preparation or grading activities outside the assigned period.~~

~~Middle School Building Leadership Teams will work collaboratively to develop a recommended Middle School Schedule by the end of October, 2017 and effective beginning the 2018—2019 school year. In-term negotiations to consider the recommendations will occur beginning in November, 2017.~~  
***Beginning with the 2018-2019 school year, the recommendations submitted by the Middle School Joint Building Leadership Teams are accepted. Middle school schedules will be a seven (7) period day for students, plus one (1) Study Hall Flex Period. Each instructional period will be near-equal in length with a Study Hall Flex Period staffed by Professional Staff Members. The Study Hall Flex Period will be placed in the second half of the Middle School day.***

**9.20 Family Medical Leave**

**BOARD and BEA Tentative Agreement Package  
Negotiations, 2019**

H. No other employment benefits accrue during a family and medical leave. No funeral, injury, sabbatical, military, professional or political leave benefits will be paid if such occur during a family and medical leave. The length of service of an employee on an approved family medical leave of absence shall not be broken, and the time spent on such leave shall be counted as continuous ~~service~~ **employment.**

**Changes due to Updates in Law**

10.11 Standards Based Teacher Evaluation<sup>1</sup>

***B. Standards-Based*** Teacher Evaluation Teacher evaluations will be based in equal part upon teacher performance (50%) and student growth (50%). However, if Ohio law, the State Board, or ODE changes the matrix for the final summative rating so that the percentage weight of student growth measures is lowered, the district will use the lower percentage. For example, if the 50/50 percentage split is changed to 65/35 percentage split, the new split will be used. ***when the standards based framework for the evaluation of teachers changes, pursuant to R.C. 3319.111 and effective with the 2020-2021 school year, the parties agree to implement said framework at that time. The parties agree to meet as necessary prior to the effective date to develop A memorandum of understanding to address these changes will be cooperatively developed between the ASSOCIATION and BOARD prior to the effective date of implementation.***

**ARTICLE 17 – DURATION AND IMPLEMENTATION**

17.01 Duration

This AGREEMENT shall be effective from August 1, ~~2017~~ **2019**, and shall continue in full force and effect until July 31, ~~2019~~ **2022**, and from year to year thereafter, unless either the BOARD or the ASSOCIATION serves written notice on the other of its intention to either terminate, amend, or modify this AGREEMENT as required by Article 2, Section 2.02 of this AGREEMENT. Any agreement or amendment supplemental hereto shall not be binding on either party unless executed in writing by the parties hereto.

Beavercreek Education Association  
 Master Contract Effective August 1, 2019 Through July 31, 2020

**Beavercreek City School District  
 Teachers' Salary Schedule**

**Base Salary: \$39,273**  
**Effective: FY2020**

STEP	BA		BA/150 Sem. Hrs.		MA		MA+15		MA+30		MA+45	
	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.0000	\$39,273	1.0743	\$42,191	1.1293	\$44,351	1.1858	\$46,570	1.2438	\$48,848	1.3048	\$51,243
1	1.0798	\$42,407	1.1298	\$44,371	1.1895	\$46,715	1.2460	\$48,934	1.3040	\$51,212	1.3650	\$53,608
2	1.1353	\$44,587	1.1853	\$46,550	1.2497	\$49,079	1.3062	\$51,298	1.3642	\$53,576	1.4252	\$55,972
3	1.1908	\$46,766	1.2408	\$48,730	1.3099	\$51,444	1.3664	\$53,663	1.4244	\$55,940	1.4854	\$58,336
4	1.2463	\$48,946	1.2963	\$50,910	1.3701	\$53,808	1.4266	\$56,027	1.4846	\$58,305	1.5456	\$60,700
5	1.3018	\$51,126	1.3518	\$53,089	1.4303	\$56,172	1.4868	\$58,391	1.5448	\$60,669	1.6058	\$63,065
6	1.3573	\$53,305	1.4073	\$55,269	1.4905	\$58,536	1.5470	\$60,755	1.6050	\$63,033	1.6660	\$65,429
7	1.4128	\$55,485	1.4628	\$57,449	1.5507	\$60,901	1.6072	\$63,120	1.6652	\$65,397	1.7262	\$67,793
8	1.4683	\$57,665	1.5183	\$59,628	1.6109	\$63,265	1.6674	\$65,484	1.7254	\$67,762	1.7864	\$70,157
9	1.5238	\$59,844	1.5738	\$61,808	1.6711	\$65,629	1.7276	\$67,848	1.7856	\$70,126	1.8466	\$72,522
10	1.5793	\$62,024	1.6293	\$63,987	1.7313	\$67,993	1.7878	\$70,212	1.8458	\$72,490	1.9068	\$74,886
11	1.6348	\$64,204	1.6848	\$66,167	1.7915	\$70,358	1.8480	\$72,577	1.9060	\$74,854	1.9670	\$77,250
12	1.6903	\$66,383	1.7403	\$68,347	1.8517	\$72,722	1.9082	\$74,941	1.9662	\$77,219	2.0272	\$79,614
13	1.7458	\$68,563	1.7958	\$70,526	1.9119	\$75,086	1.9684	\$77,305	2.0264	\$79,583	2.0874	\$81,978
14	1.8013	\$70,742	1.8513	\$72,706	1.9721	\$77,450	2.0286	\$79,669	2.0866	\$81,947	2.1476	\$84,343
15	1.8568	\$72,922	1.9068	\$74,886	2.0323	\$79,815	2.0888	\$82,033	2.1468	\$84,311	2.2078	\$86,707
16	1.8782	\$73,763	1.9344	\$75,970	2.0581	\$80,828	2.1156	\$83,086	2.1744	\$85,395	2.2362	\$87,822
17	1.8996	\$74,603	1.9620	\$77,054	2.0839	\$81,841	2.1424	\$84,138	2.2020	\$86,479	2.2646	\$88,938
18	1.9210	\$75,443	1.9896	\$78,138	2.1097	\$82,854	2.1692	\$85,191	2.2296	\$87,563	2.2930	\$90,053
19	1.9424	\$76,284	2.0172	\$79,221	2.1355	\$83,867	2.1960	\$86,244	2.2572	\$88,647	2.3214	\$91,168
20	1.9638	\$77,124	2.0448	\$80,305	2.1613	\$84,881	2.2228	\$87,296	2.2848	\$89,731	2.3498	\$92,284
21	1.9745	\$77,545	2.0586	\$80,847	2.1742	\$85,387	2.2362	\$87,822	2.2986	\$90,273	2.3640	\$92,841
22	1.9852	\$77,965	2.0724	\$81,389	2.1871	\$85,894	2.2496	\$88,349	2.3124	\$90,815	2.3782	\$93,399
23	1.9959	\$78,385	2.0862	\$81,931	2.2000	\$86,401	2.2630	\$88,875	2.3262	\$91,357	2.3924	\$93,957
24	2.0066	\$78,805	2.1000	\$82,473	2.2129	\$86,907	2.2764	\$89,401	2.3400	\$91,899	2.4066	\$94,514
25	2.0173	\$79,225	2.1138	\$83,015	2.2258	\$87,414	2.2898	\$89,927	2.3538	\$92,441	2.4208	\$95,072
26	2.0280	\$79,646	2.1276	\$83,557	2.2387	\$87,920	2.3032	\$90,454	2.3676	\$92,963	2.4350	\$95,630
27	2.0494	\$80,486	2.1552	\$84,641	2.2645	\$88,934	2.3300	\$91,506	2.3952	\$94,067	2.4634	\$96,745
28	2.0708	\$81,327	2.1828	\$85,725	2.2903	\$89,947	2.3568	\$92,559	2.4228	\$95,151	2.4918	\$97,860
29	2.0922	\$82,167	2.2104	\$86,809	2.3161	\$90,960	2.3836	\$93,611	2.4504	\$96,235	2.5202	\$98,976
30	2.1136	\$83,007	2.2380	\$87,893	2.3419	\$91,973	2.4104	\$94,664	2.4780	\$97,318	2.5486	\$100,091
31	2.1453	\$84,252	2.2715	\$89,209	2.3770	\$93,352	2.4466	\$96,085	2.5152	\$98,779	2.5868	\$101,591
32	2.2318	\$87,649	2.2999	\$90,324	2.4067	\$94,518	2.4772	\$97,287	2.5466	\$100,013	2.6191	\$102,860

Beavercreek Education Association  
 Master Contract Effective August 1, 2020 Through July 31, 2021

**Beavercreek City School District  
 Teachers' Salary Schedule**

**Base Salary: \$40,255**  
**Effective: FY2021**

STEP	BA		BA/150 Sem. Hrs.		MA		MA+15		MA+30		MA+45	
	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.0000	\$40,255	1.0743	\$43,246	1.1293	\$45,460	1.1858	\$47,734	1.2438	\$50,069	1.3048	\$52,525
1	1.0798	\$43,467	1.1298	\$45,480	1.1895	\$47,883	1.2460	\$50,158	1.3040	\$52,493	1.3650	\$54,948
2	1.1353	\$45,702	1.1853	\$47,714	1.2497	\$50,307	1.3062	\$52,581	1.3642	\$54,916	1.4252	\$57,371
3	1.1908	\$47,936	1.2408	\$49,948	1.3099	\$52,730	1.3664	\$55,004	1.4244	\$57,339	1.4854	\$59,795
4	1.2463	\$50,170	1.2963	\$52,183	1.3701	\$55,153	1.4266	\$57,428	1.4846	\$59,763	1.5456	\$62,218
5	1.3018	\$52,404	1.3518	\$54,417	1.4303	\$57,577	1.4868	\$59,851	1.5448	\$62,186	1.6058	\$64,641
6	1.3573	\$54,638	1.4073	\$56,651	1.4905	\$60,000	1.5470	\$62,274	1.6050	\$64,609	1.6660	\$67,065
7	1.4128	\$56,872	1.4628	\$58,885	1.5507	\$62,423	1.6072	\$64,698	1.6652	\$67,033	1.7262	\$69,488
8	1.4683	\$59,106	1.5183	\$61,119	1.6109	\$64,847	1.6674	\$67,121	1.7254	\$69,456	1.7864	\$71,912
9	1.5238	\$61,341	1.5738	\$63,353	1.6711	\$67,270	1.7276	\$69,545	1.7856	\$71,879	1.8466	\$74,335
10	1.5793	\$63,575	1.6293	\$65,587	1.7313	\$69,693	1.7878	\$71,968	1.8458	\$74,303	1.9068	\$76,758
11	1.6348	\$65,809	1.6848	\$67,822	1.7915	\$72,117	1.8480	\$74,391	1.9060	\$76,726	1.9670	\$79,182
12	1.6903	\$68,043	1.7403	\$70,056	1.8517	\$74,540	1.9082	\$76,815	1.9662	\$79,149	2.0272	\$81,605
13	1.7458	\$70,277	1.7958	\$72,290	1.9119	\$76,964	1.9684	\$79,238	2.0264	\$81,573	2.0874	\$84,028
14	1.8013	\$72,511	1.8513	\$74,524	1.9721	\$79,387	2.0286	\$81,661	2.0866	\$83,996	2.1476	\$86,452
15	1.8568	\$74,745	1.9068	\$76,758	2.0323	\$81,810	2.0888	\$84,085	2.1468	\$86,419	2.2078	\$88,875
16	1.8782	\$75,607	1.9344	\$77,869	2.0581	\$82,849	2.1156	\$85,163	2.1744	\$87,530	2.2362	\$90,018
17	1.8996	\$76,468	1.9620	\$78,980	2.0839	\$83,887	2.1424	\$86,242	2.2020	\$88,642	2.2646	\$91,161
18	1.9210	\$77,330	1.9896	\$80,091	2.1097	\$84,926	2.1692	\$87,321	2.2296	\$89,753	2.2930	\$92,305
19	1.9424	\$78,191	2.0172	\$81,202	2.1355	\$85,965	2.1960	\$88,400	2.2572	\$90,864	2.3214	\$93,448
20	1.9638	\$79,053	2.0448	\$82,313	2.1613	\$87,003	2.2228	\$89,479	2.2848	\$91,975	2.3498	\$94,591
21	1.9745	\$79,483	2.0586	\$82,869	2.1742	\$87,522	2.2362	\$90,018	2.2986	\$92,530	2.3640	\$95,163
22	1.9852	\$79,914	2.0724	\$83,424	2.1871	\$88,042	2.2496	\$90,558	2.3124	\$93,086	2.3782	\$95,734
23	1.9959	\$80,345	2.0862	\$83,980	2.2000	\$88,561	2.2630	\$91,097	2.3262	\$93,641	2.3924	\$96,306
24	2.0066	\$80,776	2.1000	\$84,536	2.2129	\$89,080	2.2764	\$91,636	2.3400	\$94,197	2.4066	\$96,878
25	2.0173	\$81,206	2.1138	\$85,091	2.2258	\$89,600	2.2898	\$92,176	2.3538	\$94,752	2.4208	\$97,449
26	2.0280	\$81,637	2.1276	\$85,647	2.2387	\$90,119	2.3032	\$92,715	2.3676	\$95,308	2.4350	\$98,021
27	2.0494	\$82,499	2.1552	\$86,758	2.2645	\$91,157	2.3300	\$93,794	2.3952	\$96,419	2.4634	\$99,164
28	2.0708	\$83,360	2.1828	\$87,869	2.2903	\$92,196	2.3568	\$94,873	2.4228	\$97,530	2.4918	\$100,307
29	2.0922	\$84,222	2.2104	\$88,980	2.3161	\$93,235	2.3836	\$95,952	2.4504	\$98,641	2.5202	\$101,451
30	2.1136	\$85,083	2.2380	\$90,091	2.3419	\$94,273	2.4104	\$97,031	2.4780	\$99,752	2.5486	\$102,594
31	2.1453	\$86,359	2.2715	\$91,439	2.3770	\$95,686	2.4466	\$98,488	2.5152	\$101,249	2.5868	\$104,132
32	2.2318	\$89,841	2.2999	\$92,582	2.4067	\$96,882	2.4772	\$99,720	2.5466	\$102,513	2.6191	\$105,432

Beavercreek Education Association  
 Master Contract Effective August 1, 2021 Through July 31, 2022

**Beavercreek City School District  
 Teachers' Salary Schedule**

**Base Salary: \$41,261**  
**Effective: FY2022**

STEP	BA		BA/150 Sem. Hrs.		MA		MA+15		MA+30		MA+45	
	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY	INDEX	SALARY
0	1.0000	\$41,261	1.0743	\$44,327	1.1293	\$46,596	1.1858	\$48,927	1.2438	\$51,320	1.3048	\$53,837
1	1.0798	\$44,554	1.1298	\$46,617	1.1895	\$49,080	1.2460	\$51,411	1.3040	\$53,804	1.3650	\$56,321
2	1.1353	\$46,844	1.1853	\$48,907	1.2497	\$51,564	1.3062	\$53,895	1.3642	\$56,288	1.4252	\$58,805
3	1.1908	\$49,134	1.2408	\$51,197	1.3099	\$54,048	1.3664	\$56,379	1.4244	\$58,772	1.4854	\$61,289
4	1.2463	\$51,424	1.2963	\$53,487	1.3701	\$56,532	1.4266	\$58,863	1.4846	\$61,256	1.5456	\$63,773
5	1.3018	\$53,714	1.3518	\$55,777	1.4303	\$59,016	1.4868	\$61,347	1.5448	\$63,740	1.6058	\$66,257
6	1.3573	\$56,004	1.4073	\$58,067	1.4905	\$61,500	1.5470	\$63,831	1.6050	\$66,224	1.6660	\$68,741
7	1.4128	\$58,294	1.4628	\$60,357	1.5507	\$63,983	1.6072	\$66,315	1.6652	\$68,708	1.7262	\$71,225
8	1.4683	\$60,584	1.5183	\$62,647	1.6109	\$66,467	1.6674	\$68,799	1.7254	\$71,192	1.7864	\$73,709
9	1.5238	\$62,874	1.5738	\$64,937	1.6711	\$68,951	1.7276	\$71,283	1.7856	\$73,676	1.8466	\$76,193
10	1.5793	\$65,163	1.6293	\$67,227	1.7313	\$71,435	1.7878	\$73,766	1.8458	\$76,160	1.9068	\$78,676
11	1.6348	\$67,453	1.6848	\$69,517	1.7915	\$73,919	1.8480	\$76,250	1.9060	\$78,643	1.9670	\$81,160
12	1.6903	\$69,743	1.7403	\$71,807	1.8517	\$76,403	1.9082	\$78,734	1.9662	\$81,127	2.0272	\$83,644
13	1.7458	\$72,033	1.7958	\$74,097	1.9119	\$78,887	1.9684	\$81,218	2.0264	\$83,611	2.0874	\$86,128
14	1.8013	\$74,323	1.8513	\$76,386	1.9721	\$81,371	2.0286	\$83,702	2.0866	\$86,095	2.1476	\$88,612
15	1.8568	\$76,613	1.9068	\$78,676	2.0323	\$83,855	2.0888	\$86,186	2.1468	\$88,579	2.2078	\$91,096
16	1.8782	\$77,496	1.9344	\$79,815	2.0581	\$84,919	2.1156	\$87,292	2.1744	\$89,718	2.2362	\$92,268
17	1.8996	\$78,379	1.9620	\$80,954	2.0839	\$85,984	2.1424	\$88,398	2.2020	\$90,857	2.2646	\$93,440
18	1.9210	\$79,262	1.9896	\$82,093	2.1097	\$87,048	2.1692	\$89,503	2.2296	\$91,996	2.2930	\$94,611
19	1.9424	\$80,145	2.0172	\$83,232	2.1355	\$88,113	2.1960	\$90,609	2.2572	\$93,134	2.3214	\$95,783
20	1.9638	\$81,028	2.0448	\$84,370	2.1613	\$89,177	2.2228	\$91,715	2.2848	\$94,273	2.3498	\$96,955
21	1.9745	\$81,470	2.0586	\$84,940	2.1742	\$89,710	2.2362	\$92,268	2.2986	\$94,843	2.3640	\$97,541
22	1.9852	\$81,911	2.0724	\$85,509	2.1871	\$90,242	2.2496	\$92,821	2.3124	\$95,412	2.3782	\$98,127
23	1.9959	\$82,353	2.0862	\$86,079	2.2000	\$90,774	2.2630	\$93,374	2.3262	\$95,981	2.3924	\$98,713
24	2.0066	\$82,794	2.1000	\$86,648	2.2129	\$91,306	2.2764	\$93,927	2.3400	\$96,551	2.4066	\$99,299
25	2.0173	\$83,236	2.1138	\$87,218	2.2258	\$91,839	2.2898	\$94,479	2.3538	\$97,120	2.4208	\$99,885
26	2.0280	\$83,677	2.1276	\$87,787	2.2387	\$92,371	2.3032	\$95,032	2.3676	\$97,690	2.4350	\$100,471
27	2.0494	\$84,560	2.1552	\$88,926	2.2645	\$93,436	2.3300	\$96,138	2.3952	\$98,828	2.4634	\$101,642
28	2.0708	\$85,443	2.1828	\$90,065	2.2903	\$94,500	2.3568	\$97,244	2.4228	\$99,967	2.4918	\$102,814
29	2.0922	\$86,326	2.2104	\$91,203	2.3161	\$95,565	2.3836	\$98,350	2.4504	\$101,106	2.5202	\$103,986
30	2.1136	\$87,209	2.2380	\$92,342	2.3419	\$96,629	2.4104	\$99,456	2.4780	\$102,245	2.5486	\$105,158
31	2.1453	\$88,517	2.2715	\$93,724	2.3770	\$98,077	2.4466	\$100,949	2.5152	\$103,780	2.5868	\$106,734
32	2.2318	\$92,086	2.2999	\$94,896	2.4067	\$99,303	2.4772	\$102,212	2.5466	\$105,075	2.6191	\$108,067



SW Division of OHI

## Spousal Enrollment Worksheet

Employee will complete this worksheet to determine whether spouse meets the criteria to enroll in the Butler Health Plan for primary medical coverage.

### Member Information (Please print or type)

Last Name	First Name	M.I.	SSN
Employer			Primary Phone
Spouse's Name			

### Questionnaire

<input type="checkbox"/> My spouse is employed by a school under Butler Health Plan.	<i>If checked, your spouse may be primary under your family plan.</i>
<input type="checkbox"/> My spouse is employed and is eligible/entitled to an employer-sponsored medical plan.	<i>If checked, your spouse may only be <b>secondary</b> on the BHP medical plan. ** If you wish to enroll your spouse for secondary coverage, enter COB information in the Benelogic System.</i>
<input type="checkbox"/> My spouse is retired and is eligible/entitled to participate in a retiree plan (not Medicare).	<i>If checked, your spouse may only be <b>secondary</b> on the BHP medical plan. ** If you wish to enroll your spouse for secondary coverage, enter COB information in the Benelogic System.</i>
<input type="checkbox"/> My spouse is unemployed, self-employed or retired and is not eligible for an employer-sponsored medical plan or retiree medical plan (such as SERS or STRS).	<i>If checked, your spouse may be primary on the BHP medical plan.</i>
<input type="checkbox"/> My spouse is employed but is not eligible for an employer-sponsored medical plan.	<b>You are required</b> to have your spouse's employer complete the Spousal Employer Verification Form and return to the Treasurer or Personnel Office or upload to your Benelogic file cabinet.
<input type="checkbox"/> My spouse's employer or retiree plan requires him/her to pay 55% or greater of the group health plan's single premium.	<b>You are required</b> to have your spouse's employer complete the Spousal Employer Verification Form and return to the Treasurer or Personnel Office or upload to your Benelogic file cabinet.

### Signature Requirement – Employee and Spouse Acknowledgement of Responsibility:

I understand that spouses of BHP members are required to join their employer's group (for at least single/ individual coverage) where such availability to coverage exists. I also understand that I must notify the Treasurer or Personnel Office and/or the Butler Health Plan if there is a change in my spouse's employment or a change in benefit availability within 31 days of the change. Failure of employee to notify Butler Health Plan of spouse's employment change or falsifying spouse's employment status is fraud and will result in financial penalty and/or loss of coverage for spouse.

Employee Signature:	Date:
Employee's Spouse Signature:	Date:

Employee may upload this document on the enrollment site <https://butlerhealthplan.benelogic.com> or return to your Treasurer or Personnel Office.

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# Spousal Employer Verification Form

*Butler Health Plan requires spouses of covered employees to join their employer's group health plan, for at least a single/individual coverage, where such availability to coverage exists. In order for your employee to be considered for medical coverage with Butler Health Plan this form must be completed and returned by the employee.*

## To be completed by Member

Member Name:	SSN:
Spouse's Name:	SSN:
Spouse's Date of Birth	

## To be Completed by Spouse's Employer

<input type="checkbox"/>	My employee is eligible for medical coverage through our organization.	If checked, this employee must enroll in primary coverage through your employer-sponsored medical plan, for at least individual coverage.
<input type="checkbox"/>	My employee is eligible for a retiree health plan.	If checked, this employee must enroll in primary coverage through your retiree health plan, for at least individual coverage.
<input type="checkbox"/>	My employee is <b>not</b> eligible for medical coverage through our organization. Reason not eligible: _____	If checked, this employee is <b>NOT</b> required to enroll in your employer-sponsored medical plan, as long as this situation applies.
<input type="checkbox"/>	My employee is eligible for our employer-sponsored or retiree medical plan and would have to pay more than 55 percent of the total premium rate for their individual medical coverage.	If checked, this employee is <b>NOT</b> required to enroll in your employer-sponsored or retiree medical plan, as long as this situation applies.

## Employer Information

Company Name	
Company Address	

Other Insurance Information	Medical Carrier	RX Carrier (if different from Medical)
Insurance Company Name		
Insurance Company Address		
Group Policy Number		
Type of Policy (PPO, HDHP/HSA, EPO or HMO)		
Effective Date		
Coverage Type	Employee Only <input type="checkbox"/> Family <input type="checkbox"/>	Employee Only <input type="checkbox"/> Family <input type="checkbox"/>

Dependents Covered Under Above Policy	Medical Carrier	RX Carrier (if different from Medical)
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

The above responses are correct to the best of my knowledge.

\_\_\_\_\_  
Employer or Employer's Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
EXT.



Employee may upload this document on the enrollment site <https://butlerhealthplan.benelogic.com>  
or return to your Treasurer or Personnel Office.

Revised 10/5/2017



## Welcome to Delta Dental of Ohio!

Beginning on your effective date, you will be covered under Delta Dental PPO<sup>SM</sup> (Point-of-Service) and will have access to two of the nation's largest networks of participating dentists: Delta Dental PPO<sup>SM</sup> and Delta Dental Premier<sup>®</sup> network. Delta Dental is honored that you have chosen us, and we look forward to serving you. For more details, please review the enclosed Summary of Benefits.



### How can I save?

#### Delta Dental PPO and Delta Dental Premier Dentists

- Submits claims for you
- Only charges you for your copayment and deductible, if any; no balance billing
- Out-of-pocket costs are likely to be lower

#### Nonparticipating Dentists

- May require you to submit your own claims
- May charge you the full cost of a procedure
- May ask for payment in full up front

### How will the dentist receive payment?

#### Delta Dental PPO and Delta Dental Premier Dentists

Payment will be sent directly to your dentist.

#### Nonparticipating Dentists

You will be responsible for making full payment to your dentist and then Delta Dental will send you the check for covered service.

### What is the difference between a Delta Dental PPO and a Delta Dental Premier dentist?

Though your benefit level for dental services will remain the same regardless of the participating status of the dentist, **your out-of-pocket costs will likely be the lowest if you use a Delta Dental PPO provider.** This is because Delta Dental PPO providers have agreed to accept a lower fee (in other words, they've agreed to a larger claim discount) than Delta Dental Premier dentists would accept. Because your copayments (if any) are based on a percentage of this fee, the dollar amount of the copayment will be lower if the dentist accepts a lower fee. Please see our attached pricing samples for a detailed example.

### How can I find a participating dentist or find out if my dentist participates?

You can find participating dentists by visiting our website at [www.deltadentaloh.com](http://www.deltadentaloh.com) or by calling Delta Dental's Customer Service department at (800) 524-0149.

### What if my dentist does not participate and I would like Delta Dental to recruit him/her?

If your dentist is not a participating dentist you can request that we recruit them by visiting our website at [www.deltadentaloh.com](http://www.deltadentaloh.com) and completing the "Refer Your Dentist" form or by calling or emailing our Customer Service department. You can also talk to your dentist about joining a Delta Dental network.

### Should I tell my dentist my coverage changed?

Yes! Please tell your dentist that Delta Dental of Ohio is providing you with coverage under a Delta Dental PPO plan. See enclosed benefit highlights for your dental plan benefits.

### Where can I find information about my eligibility and claims?

Once you are enrolled with Delta Dental, you can review your eligibility status, claims information, and benefits by visiting our Consumer Toolkit<sup>®</sup> at [www.deltadentaloh.com](http://www.deltadentaloh.com). This toolkit will also enable you to print your own ID cards and can provide you with oral health tips.

### What if I am in the middle of treatment?

We encourage you to complete multiple-step procedures in progress (like crowns, bridges, or dentures) prior to your effective date with Delta Dental. However, Delta Dental *will* cover services that are completed after your effective date where applicable.

**How will orthodontic claims be processed?**

If your chosen plan covers orthodontic services, and if orthodontic treatment is currently in progress for you or one of your dependents, please ask your dentist to submit a new treatment plan to Delta Dental. The remaining liability of the claim will be recalculated based on the number of months left in the treatment plan. Delta Dental will also receive the orthodontic lifetime maximum history from your previous carrier. Your orthodontic maximum benefit available under your new plan will be reduced by the benefit amount used under your previous plan.

**Where should claims be submitted for services rendered prior to my effective date?**

Claims for dental services rendered prior to your effective date must be submitted to your previous dental carrier to receive reimbursement.

**What if I have other questions?**

If you have other questions about your dental benefits, please contact Delta Dental's Customer Service department at (800) 524-0149.



**Pricing Example Delta Dental PPO (Point-of-Service)**

Coverage levels may vary based on your chosen plan design  
Please see your Summary of Dental Plan Benefits for specific details.

		Delta Dental PPO Dentist <sup>1</sup>	Delta Dental Premier Dentist <sup>2</sup>	Out-Of-Network Dentist <sup>3</sup>
<b>ADULT CLEANING</b>	Submitted fee:	\$80.00	\$80.00	\$80.00
	Maximum Approved Fee:	\$54.00	\$77.00	\$63.00
	Coverage level:	100%	100%	100%
	Amount Delta Dental Pays:	\$54.00	\$77.00	\$63.00
	<b>AMOUNT YOU PAY:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17.00</b>
<b>CROWN</b>	Submitted fee:	\$950.00	\$950.00	\$950.00
	Maximum Approved Fee:	\$675.00	\$898.00	\$744.00
	Coverage level:	50%	50%	50%
	Amount Delta Dental Pays:	\$337.50	\$449.00	\$372.00
	<b>AMOUNT YOU PAY:</b>	<b>\$337.50</b>	<b>\$449.00</b>	<b>\$578.00</b>

- <sup>1</sup> A Delta Dental PPO Dentist is one who has agreed to accept the Delta Dental PPO Fee Schedule amount as payment in full. The Delta Dental PPO Fee Schedule amount is generally lower than the Maximum Approved Fee used for a dentist who participates in Delta Dental Premier.
- <sup>2</sup> The Maximum Approved Fee is the maximum amount Delta Dental has approved for a specific procedure performed by a Delta Dental Premier dentist. Delta Dental Premier dentists agree to accept this amount as payment in full.
- <sup>3</sup> The Nonparticipating Dentist Fee is the maximum amount Delta Dental has approved for a specific procedure performed by a dentist who does not participate in either Delta Dental PPO or Delta Dental Premier.

**For dental services rendered after your effective date, your dentist should send all claims to:**

**Delta Dental  
P.O. Box 9085  
Farmington Hills, MI 48333-9085**

To find a provider use the code below.



[www.deltadentaloh.com](http://www.deltadentaloh.com)



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**ITEM #1 - SICK LEAVE**

Article 6.09 G

G. When an employee changes contract status to increase/decrease regular daily hours, ~~an~~ **no** adjustment in sick leave days will be made. ~~to reflect this change. Example: An employee who is working under a contract which provides a four (4) hour regular duty day with 200-18 days sick leave accumulation prior to the new contract who changes to an eight (8) hour day will have his/her sick leave accumulation adjusted to 100 days.~~

**ITEM #2 - DIRECT DEPOSIT / PAY STUB / PAPER CHECK**

28.03 Direct Deposit

Direct Deposit will be available for those employees requesting same and submitting proper authorization. Beginning with the 2001-02 school year, all new employees shall participate in direct deposit with a U.S. financial institution excluding Financial Management and Investment companies.

***Beginning on September 1, 2019, all Classified Staff Members shall participate in direct deposit with a U.S. financial institution, excluding Financial Management and Investment Companies. As of September 1, 2019, the District will no longer issue printed paper pay stubs or printed paper paychecks. All Classified Staff Members will be paid through direct deposit and emailed electronic stubs.***

**ITEM #3 - PERSONAL LEAVE**

4. Unused personal leave days in any given school year may not be taken in any future school year.
6. Unused personal days will be paid out, at the end of the *fiscal* contract year, at the employee's current daily rate.

**ITEM #4 - UNIFORMS**

Current Contract Language

**ITEM #5 - COMPENSATORY TIME**

Compensatory Time 9.01 B

Subject to the limits set forth in this section, an employee may elect to either be paid or take compensatory time off for overtime hours worked. Compensatory time can be accumulated up to a maximum of eighty (80) hours during a contract year (July 1 to June 30). The maximum number of hours an employee may take off work as compensatory time off in any contract year is eighty (80) hours. **Upon**



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*request compensatory time accrued will be paid out quarterly (September 1/First Pay in October; December 1/First Pay in January; March 1/First Pay in April).* All compensatory time hours accumulated and not used **or paid out** by June 30 of any contract year will be paid to the employee.

An employee utilizing compensatory time off must provide his/her supervisor at least twenty-four (24) hours prior notice.

There shall be no duplication, pyramiding or compounding of overtime pay. Overtime pay earned for work performed on Sundays or holidays may be utilized to offset overtime payable for hours worked in excess of forty (40) hours during a given work week.

**IN ADDITION (but not written into the Negotiated Agreement) :**

**Create a subcommittee to evaluate transportation rates of pay and how they would translate into the use of compensatory time.**

**Committee recommendation by the end of January 2020.**

**ITEM #6 - PROFESSIONAL MEMBERSHIPS**

14.04 Professional Organization Membership

- A. Attendance at School Nutrition Association (SNA) workshops with the objective to receive SNA Continuing Education Units is encouraged but is on a voluntary basis only. Satisfactory completion of SNA workshops shall be one of the factors considered when evaluating Student Nutrition employees for promotion.
- B. All time in attendance at, but not travel time to and from, a required workshop shall be compensated.
- ~~C. The student nutrition department will provide professional "district owned" school nutrition association membership to each student nutrition department staff who maintains certification with the school nutrition association. To earn membership, a staff member is to provide annual proof of a current valid certification with the school nutrition association by October 1.~~
- C. *Student Nutrition Association of Ohio membership and certification fees will be reimbursed annually upon submission of appropriate documentation i.e. SNA validation of certification by June 1. Reimbursement will be contingent upon evidence of a minimum of Level 1 certification (6 CEUs as an hourly/10 CEUs as a manager excluding assigned hours from Public Schoolworks) for those who desire membership and guarantee active involvement in the association.***

**ITEM # 7- LIMITED LEAVE**

Current Contract Language

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**ITEM #8 - NEGOTIATION PROCESS**

Current Contract Language

**ITEM #9 - ADMINISTRATIVE ASSISTANT EXCHANGE DAYS**

Withdrawn

**ITEM #10 - USE OF LEAVE**

21.02 Vacation, Accrual and Use

All vacation time shall be earned monthly. Vacation leave may not be used during the pendency of a Worker's Compensation claim. If a Worker's Compensation claim is approved, employees will have a maximum of one (1) year from the date of return to work following the approved leave to utilize vacation days that were earned while on Workers Compensation leave. ***Vacation Leave requests must be submitted no less than twenty-four (24) hours in advance of the requested vacation leave unless approved by the supervisor.***

New Language:

***Article 6.09 N***

***N. Excessive Use of Sick Leave***

***If the Superintendent or designee believes a pattern of excessive use of Sick Leave exists, the employee will be provided an opportunity, with representation if desired, to explain the use of sick leave. Medical or other appropriate documentation may be requested. If documentation is not provided, it may be considered a pattern of excessive use of Sick Leave and may be subject to progressive disciplinary action.***

**ITEM #11 - CPR and/or CPI TRAINING (DISCUSSION)**

34.01: Reconstitute the Professional Development Committee to discuss the training needs of classified staff as well as reimbursement for training.

**ITEM #12 - TIMEKEEPING**

Withdrawn as part of the Tentative Agreement for Salary and Benefits

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**ITEM #13 - FERGUSON HALL MANAGER**

1. Change the title to "Ferguson Hall Manager" and include with M.S. Manager - Adjust the Classified Salary Schedule and Article 19.05 Layoff and Recall:
  - a. Classified Salary Schedule:  
Student Nutrition Classification  
V. - M.S. Manager/*Ferguson Hall Manager*
  - b. Article 19.05 Layoff and Recall  
E.  
Classification  
Position  
Student Nutrition  
Position V. - M.S. Manager/*Ferguson Hall Manager*
2. Re-post position due to meeting the requirement for "promotion":

**ITEM #14 - 180 DAY WORK SCHEDULE**

**STUDENT NUTRITION**

**New 14.08 Work Days**

***Maintain positions at 180 days which includes up to three (3) days for professional development (cross training within SN)***

**Article 7.02 B**

***When either the 2.5 hours or 3.5 hours hourly position becomes vacant, these two (2) hourly positions at Beavercreek High School will be set and posted at 170 days.***

**Article 14.05 B Temporary Assignment**

***Any days when not needed at Beavercreek High School, the student nutrition supervisor may reassign the 2.5 and 3.5 hourly student nutrition positions at Beavercreek High School to another building to cover an absence or complete other Student Nutrition related duties.***

**TRANSPORTATION**

**13.18 Reporting when Regular Routes not Scheduled**

***Transportation Drivers and Special Needs Assistants including those with preschool routes must be present during their regular daily scheduled hours within the Beavercreek City Schools' 180-day employee calendar and any additional school days for their non-public and out of district routes,***

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*except as otherwise provided in Article 13.12, or must take leave in accordance with Article 6 of the Negotiated Agreement.*

*The transportation supervisor may assign transportation Drivers and Special Needs Assistants to alternate routes or other transportation-related job duties, as needed, during the scheduled hours when the employee's regular route(s) are not scheduled to run. The transportation supervisor has the flexibility to extend time with pay, up to 15 minutes beyond the employee's scheduled time when necessary to complete the assigned route(s) or job duties.*

Otherwise, the employee must take leave in accordance with Article 6 of the Negotiated Agreement.

Transportation staff members that are present and waiting for an assignment may be assigned other transportation-related job duties.

\*Housekeeping - 13.12 must be congruent to add "out of district"

**ITEM #15 - 14.03 TEMPORARY DUTIES**

**14.03 Temporary Duties of ~~Food Service~~ *Student Nutrition* Employee**

If a Student Nutrition employee is required to temporarily assume the responsibilities of a Student Nutrition Manager due to the absence of the Manager for a full day, said employee shall receive an additional thirty-five (\$.35) per hour while serving in such capacity. This temporary ~~absence~~ **assignment** shall be offered to the ~~most~~ senior assistant manager at that building. ***Buildings with multiple assistant managers will be rotated between assistant managers on a seniority basis. Assignments due to absences will be rotated per occurrence, not daily.*** If no assistant manager is assigned to that building, the Supervisor of Student Nutrition will select someone to fulfill these duties on a temporary basis.

**ITEM #16 - EXTRA TIME/OVERTIME**

**12.01 B. Overtime #3**

***If a Grounds, Maintenance, or Mechanic employee is absent, the absent employee's shift may be divided among the other interested (voluntary) workers within the same classification. Employees working the extra time/overtime must notify supervisor prior to working the absence coverage.***

***Extra time/overtime will be offered to full-time employees first. If a full-time employee does not accept the offer of extra time/overtime and there is a qualified substitute provided to fill the position, there will be no extra time/overtime available.***



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**ITEM #17 - EXTRA HOURS**

14.07 Extra Hours

All extra hours of work for Student Nutrition employees *due to an absence* in one particular base kitchen building shall be offered on a seniority rotating basis to all working **Student Nutrition employees** either in said building or in a satellite food service facility served from such base kitchen who requests, in writing, to be considered for such extra hours.

*All extra hours of work for Student Nutrition employees, outside the school day, due to special events in one particular kitchen shall be offered on a seniority rotating basis to all working Student Nutrition employees in said building who requests, in writing, to be considered for such extra hours. If the extra hours are not filled from the said building, the Student Nutrition Supervisor will compile a list of all Student Nutrition employees interested in extra hours and will be offered on a seniority rotating basis to all working Student Nutrition employees who request, in writing, to be considered for such extra hours.*

Restructure paragraph to address compilation of the lists THEN the rotation. (See Article 12.02 B 1 d)

When the amount of time assigned to a particular position is increased by thirty (30) minutes per day or more during the school year, and the increase continues for five (5) days, employees will be assigned the extra time on a rotating basis per 14.07 above.

If the time increase is to be effective for over thirty (30) days, then the revised position will be posted and filled by lateral transfer of the most senior, eligible applicant. If the employee holding the position at the time of posting is not the most senior applicant, this employee may apply for any other position that is vacated by this action or any subsequent action. The procedures for lateral transfers will be used to fill all vacancies created as a result of any such increased time position.

USDA Professional Standards for all school nutrition program employees must meet Federal Guidelines for food service training. Beavercreek City Schools Student Nutrition department staff may be assigned additional hours to meet the regulation

**ITEM #18 - Lateral Transfers/Exempt Positions**

Withdrawn as part of the Tentative Agreement for Salary and Benefits

**ITEM #19 - FIELD TRIP LANGUAGE - REINSTATING THE INITIALING OF LISTS**

13.08 Field Trips

E. A driver eligible for a field trip that cannot start and/or complete a field trip without interference with regular assigned routes shall have the option of field trip or route unless the supervisor cannot cover the contracted route. **A driver must notify the transportation office two (2) working days prior to the date of the field trip of unavailability because of route interference.** This shall not be considered a refusal,

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but shall be passed over on field trip availability seniority list. ***If the driver does not notify transportation of his/her unavailability at least two (2) working days prior to the date of the field trip, this shall be considered a refusal.***

F. Posting of a field trip shall include ***the following information***: Driver, Destination, Starting Time and Date. The driver shall make a confirmation with the Transportation Office by initialing each trip on field trip list ***no later than two (2) working days prior to the date of a field trip. Failure to do so shall be considered automatic refusal and will count as a refusal for that list. The only exception to the two (2) working day rule, will be if the employee is on leave on the posting day of Thursday or Friday and has a trip on Monday.*** Repeated failure of initialing trip may result in disciplinary action. The driver assigned to a field trip of under three (3) hours anytime during said driver's contracted hours, shall receive no more than one (1) hour's differential pay between ***the*** said driver's contracted hourly pay rate and the current field trip hours pay rate. No difference shall be paid for field trips of three (3) hours or more duration of which part or all falls during said driver's contracted hours.

**ITEM #20 - CALAMITY DAYS/ESSENTIAL PERSONNEL**

ARTICLE 31 - EMERGENCY CLOSING/CALAMITY DAYS

31.01 Requirement to Work on Calamity Days

The term "calamity day" shall mean only the closing of all school buildings to students all day long, and not to school opening delays, early dismissals or the closing of fewer than all school buildings. ~~The Superintendent or his/her designee will designate those employees that are required to work on a "calamity day."~~ ***"Essential Personnel" as defined herein are required to work as notified and assigned by their supervisor on "calamity days" unless notified that they are not needed. Essential Personnel includes all employees within the classifications and positions as follows: Custodial, Grounds/Courier, Maintenance, Mechanics, and specific positions of Dispatcher, and Grounds/Maintenance Administrative Assistant. Essential Personnel who are not needed and all other employees will not continue to work or report to work. In cases where one (1) or more buildings, but not the entire District, is closed, employees of those affected buildings will be advised whether to report to their regular building or to another building to perform their regular type duties. Regardless of when the "calamity day" is declared, it will apply to the entire school/work day. Employees who have already started their work day workday prior to the declaration, will, as a minimum, receive pay at their regular or overtime rate in accordance with Article 9.01 (A) for the hours worked up to the declaration and for the normal work hours for that day. Those employees already into their regular shift, at the time of declaration, will, in addition to the above, be paid for the reasonable amount of time necessary to terminate what they are doing and leave the District. Employees including Essential Personnel who are required to work on a calamity day will be paid at their regular or overtime rate in accordance with Article 9.01 (A) on the calamity day plus pay at their regular rate for their normal work hours. for any time they worked prior to the declaration, for the hours of their regular shift and for the hours required to be worked after the declaration.***

**BOARD and BCEA Tentative Agreement Package  
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- A. Those employees who are paid for a calamity day, but do not work the calamity day, shall be required to work any student make-up day scheduled by the BOARD.
  
- B. An employee who has been ~~granted~~ **approved prior to the declaration of a calamity day** for sick leave, personal leave or vacation on a day which is **later** declared a calamity day shall not be charged with such leave on such calamity day. ~~unless employees in the same job class as the employee on such leave are required to work on that calamity day.~~ **Employees who are required to work on a calamity day must use leave to cover their absence unless leave has been previously approved as stated above. Employees who have been absent on sick leave for the entire workday immediately prior to the calamity day will not be charged sick leave for the calamity day.**
  
- C. An employee shall be paid for a calamity day if the employee is in a paid status on the scheduled work day before and the scheduled work day after the calamity day or if the calamity day occurs on the day immediately before or **the** first day of an unpaid leave or on the day immediately following the last day of an unpaid leave.

**ITEM #21 - ARTICLE 13.04 ROUTE POSTINGS**

13.04 Driver and Special Needs Assistant – Transportation Selection for Routes

B. Routes

- 1. When a route becomes open, such opening shall be filled **internally** in the following manner:
  - a. Posting **and filling** of the open route will be completed within ~~five (5)~~ **ten (10)** days of an open route becoming available **for lateral transfers only.**
  
- 2. **External postings for bus drivers and special needs assistants will be posted within fifteen (15) calendar days from the internal vacancy not being filled by a lateral transfer.**

**ITEM #22 - INSURANCE**

See Item #25 Salary and Benefits

**ITEM #23- VACATION - CAP AND ACCRUAL**

21.03 Carry-Over of Vacation Earned

The maximum amount of vacation days which any employee may have at any one (1) time will be ~~forty (40)~~ **sixty (60)** days.

**BOARD and BCEA Tentative Agreement Package  
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**Article 21.07 Accrued Vacation Time Not Used**

*Vacation time which is accrued, posted, and unused, beyond the forty (40) days, at the end of the fiscal year, will be converted to sick leave with one (1) day of vacation equal to one (1) day of sick leave. Conversion will occur no later than August 1 of each year.*

Vacation time which is accrued, posted, and unused at the time an employee leaves the employ of the BOARD, shall be paid with the final pay to the employee. ***The maximum number of vacation days that will be paid out at the time an employee leaves the employ of the BOARD will be forty (40) days.***

**ITEM #24 - 15.02 B & 15.03 - Ohio Law - Paid Less**

Withdrawn

**ITEM #25 - SALARY AND BENEFITS (Including insurance)**

**Base Salary Increases retroactive to July 1, 2019:**

- 2019-2020: 3%
- 2020-2021: 2.5%
- 2021-2022: 2.5%

**Health Insurance:**

- BCEA agrees to switch to BHP Medical Plan effective January 1, 2020
- Board will pay a portion of the BHP Medical Plan as provided for in Article 20.07
- BHP Medical Benefits will be determined by BHP going forward and are subject to change in accordance with BHP bylaws and procedures.
- Board/BHP will provide member training and learning opportunities the fall of 2019 before open enrollment
- Board will work with BHP to expedite a Butler Advantage Health and Wellness clinic in Beavercreek if Beavercreek is determined to be the clinic location. See Butler Advantage Health and Wellness Center flyer
- For Employees (members of the bargaining unit) that enroll in his/her own BHP Medical Plan effective 1/1/2020 and remain in BHP Medical Plan for entire calendar years 2020 and/or 2021:
  - Applies to employees even if they are not currently enrolled in the Board Health Insurance Plan
  - For any employee hired on or before December 31, 2019 -- \$1500 stipend per employee per year for transition to the medical plan during entire calendar years 2020 and/or 2021 to be paid in equal semi-annual amounts on or before the second pay in February and August of calendar years 2020 and/or 2021.
  - \$1500 stipend per employee per year to offset spousal carve out of the medical plan, if applicable, during entire calendar years 2020 and/or 2021 to be paid in equal semi-annual amounts on or before the second pay in February and August of calendar years 2020 and/or 2021.

**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

- \$750 stipend per employee per year for the entire calendar years 2020 and/or 2021 to offset additional medical insurance out of pocket expense to be paid on or before the second pay in February of calendar years 2020 and/or 2021.
  - HDHP/HSA Savings Account, if applicable, Board contribution will be \$750 for a single plan and \$1500 for a family plan per employee per year, placed into the HSA Savings account on the first bank business day in January, beginning January 2020.
  - An employee may choose to have stipends (except for HDHP/HSA) paid, in part or in whole, into a Flexible Spending Account in accordance with applicable law
- Insurance Buyout - agree to Board's proposal of \$500.00 for each full six month period (January through June and July through December beginning January 1, 2020) an employee does not enroll in his/her own BHP Medical Insurance plan to be paid on or before the second pay of July and second pay of January. Payments will begin in July of 2020.
  - Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan during calendar years 2020 and/or 2021 and for any new employees hired after January 1, and who take their own BHP Medical Plan in calendar years 2020 and/or 2021 will be paid a prorated portion of the following annual amounts based on their month of hire or enrollment:
    - the \$1500 spousal carve out stipend, if applicable,
    - the \$750 offset stipend,
    - If prorated, payment will be no later than 60 days following enrollment in BHP Medical Plan (For example, if an employee is hired or enrolled in July, he/she is paid 50% of the above-listed stipends.)
  - Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan and for any new employees hired after January 1, and who take their own BHP Medical Plan will be paid a prorated portion of the following annual amount based on their month of hire or enrollment:
    - the HDHP/HSA contribution, as specified above, if applicable
    - payment will be no later than 60 days following enrollment in BHP Medical Plan
  - Members of the bargaining unit who did not have a BHP Medical Plan who experience a qualifying life-changing event and take their own BHP Medical Plan and for any new employees hired after January 1, and who do not take their own BHP Medical Plan will be paid a prorated portion of the following semi-annual amount based on his/her month of hire or enrollment:
    - \$500 buyout amount for each full six month period (January through June and July through December beginning January 1, 2020)
    - Payment to be made on or before the second pay of July and second pay of January. Payments will begin in July of 2020.(For example, if an employee is hired or enrolled in July, he/she is paid 50% of the above-listed stipends.)

**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

**Dental Insurance:** BHP Dental Plan (Delta Dental) effective January 1, 2020.

- Board will pay a portion of the dental insurance premium as provided for in Article 20.15
- BHP Dental Benefits will be determined by BHP going forward and are subject to change in accordance with BHP bylaws and procedures.

**Vision Insurance:** No Change

**HOUSEKEEPING**

**Special Needs Field Trips Memorandum of Understanding (Signed 1/18/2018)**

**Article 13.08**

The following language will be added to Article 13.08 as a new section, "B." Each section after "B." will be relabeled beginning with "C.", etc.

- B. All references to "driver" in this section also apply to "special needs assistants - transportation".  
 Driver assignments for special needs field trips shall be by seniority from the following availability lists indicating the date the driver has signed as to his/her availability. Availability times and lists shall be:

List 1. School Day during school hours 6:00 A.M. to 4:00 P.M.

- a. With exception of contracted mid-day position.

List 2. Late P.M. or weekends (4:01 P.M. or after) includes those days when the Beaver Creek Schools are not in session (holidays and Winter, Spring and Summer breaks) and field trips within the legal mileage limit using BOARD vehicles.

**Skills Lab Technician Memorandum of Understanding (Signed 5/7/2019) Article 19.05**

The following position and title will be added to the bargaining unit. The Skills Lab Technician position is considered a 9-month regular contract Employee for benefit purposes.

Classification Name	Position Number	Position Title	Effect
Assistants Classification	IV	Skills Lab Technician	I. Preschool Teacher Assistant II. Monitor Assistant III. Teacher Assistant IV. Skills Lab Technician V. IMC Tech. VI. Media & Tech Assistant

**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

**Department Office Assistant Memorandum of Understanding (Signed 02/26/2018)**

The following positions and titles will be added to the bargaining unit.

<u>Classification Name</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Effect</u>
Building/Office Assistant	I	Building/ <b>Department</b> Office Assistant	One position, two job descriptions rate of pay same as Position I Building Office Assistant, New Job Description

**Article 34.04 Professional Development Reimbursement Memorandum of Understanding (Signed 10/9/2018)**

**34.03 Professional Development Reimbursement**

- A. The BOARD will allocate annually a pool of money to be used by Classified Staff Members for professional development reimbursement. The annual amount is \$10,000.
- B. Each classified staff member shall be eligible for reimbursement of registration costs for professional development that serves the employee as an opportunity to advance within a classification or into another position within the school district.
- C. Reimbursement will be made up to \$5000 semi-annually (July 1 - December 31 and January 1 - June 30), in the following manner:
  - 1. Group requests less than \$5000.
    - a. Each eligible request will be reimbursed at 100%.
  - 2. Group requests greater than \$5000.
    - a. Each eligible request will be calculated on a prorated basis to determine the percentage of the \$5000 an applicant will be reimbursed.
- D. Approved Professional Development Reimbursement shall be made to the employee by the second pay in February for the 1st semi-annual period and by the second pay in August for the 2nd semi-annual period.
- E. Payment will be approved for registration and/or tuition expenses only and will not include payment for such items as books, materials, laboratory fees, meals, parking, transportation, application fees, graduation fees, internet fees, or other miscellaneous fees.

To be eligible for reimbursement a classified staff member must meet the following criteria:

- 1. The classified staff member must be employed by the BOARD for a minimum of 1 year.
- 2. Application for reimbursement must be submitted on the Classified Professional Development Reimbursement Form to the Business Office by January 15 and July 15 respectively for the semi-annual period.
- 3. The application must include official documentation indicating successful completion of the course(s) and a receipt verifying payment for the professional development.

**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

4. *The classified staff member must be employed by the BOARD at the time of reimbursement.*

**Transportation - Sub Dispatcher Position Memorandum of Understanding (Signed 3/1/2019)**

*In order to continue to provide safe and efficient transportation of students the parties agree to adjust the pay scale of the Sub Dispatcher position.*

*When a contracted transportation employee is substituting in the Dispatcher position they will be paid their contracted hourly rate for the number of hours they are contracted per day while working in the Sub Dispatcher position. Any additional hours worked as the Sub Dispatcher will be paid at the current rate for Sub Dispatcher from the "Classified Personnel Substitute Pay Scale".*

*An example would be a bus driver that is contracted for 5 hours a day. If this driver substituted for the Dispatcher and worked a total of 8 hours they would be paid at their driver rate of pay for 5 hours and the sub dispatcher rate for 3 hours. This time will be self-reported by the employee on their timesheet.*

**Article 30.05 Tuition Free Attendance**

Children, ***stepchildren, and/or foster children*** of non-resident employees and/or step-children residing in the employee's household ~~and/or children residing in the employee's household for which the employee is legal guardian and claims the child as a dependent for Federal tax purposes;~~ may attend the Beaver Creek Schools on a tuition-free basis providing:

- A. All employees hired prior to July 1, 2004, are eligible for this benefit. Employees hired after July 1, 2004, who work thirty (30) hours or more per week are eligible for this benefit immediately upon employment. Employees hired after July 1, 2004, who work less than thirty (30) hours per week will be eligible for this benefit after they have completed five (5) years of service with the District.
- B. The Superintendent has the sole right to determine admittance and to assign each student. Resident students shall take priority over nonresident students in all matters of class/course selection and placement. ***All students are approved on a "current school year only" basis and each year is a separate year. The enrollment of a student under this section does not guarantee enrollment in the next year.***
- ~~C. A student who would be denied attendance under the BOARD's Non-Resident Student Policy will not be admitted under this provision~~
- ~~D. C.~~ The BOARD shall not be responsible for providing any pupil transportation for such students. ~~from or to points outside the Beaver Creek School District.~~



**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

- E. **D.** A request for admittance must be submitted, in writing, to the Superintendent before August 1. Staff who are not employed before August 1 may submit such request up to three (3) days before the start of the school year.
- E. **As specified in ORC 3313.64, no child will be permitted to enroll in Beaver Creek via following an employed parent after the first day of school.**
- F. Such students shall be subject to the same rules and regulations as any other student.
- G. **Student may be suspended or expelled as any other student.**
- H. **Decisions made by the Superintendent under this section are not appealable under the grievance procedure.**

**Article 19.05 B Layoff and Recall**

- B. Employees who are displaced by layoff who held a regular contracted position in another classification within the last five (5) school years may exercise their system seniority rights and return to their most recent former classification if there is an employee in that classification with less system seniority. Upon re-entry into a former classification, the employee shall assume the duties of the displaced **least senior** employee, acquire the classification seniority date the employee had when he/she left the classification and be placed on the highest salary step previously earned in the former classification.

**13.07 Time and Route Schedules**

**A. Route and Bus Selection**

1. Routes will be initially established by the transportation supervisor, and be modified and/or changed as the needs of the school district dictate.
2. All routes with estimated daily times will be available for Drivers/Assistants to look over prior to choosing routes.
3. **For insurance purposes employees will be guaranteed their time from route pick day, times will be reevaluated on the first work day of September and employee will be provided the greater of the two.**
- 3 4. Drivers/Assistants, using classification seniority, will begin route selection by appointment set by the Supervisor. Route selection will occur within fifteen (15) calendar days of the first day for students in the Beaver Creek City School District.
  - a. Drivers/Assistants, by seniority will choose their routes.



**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

- b. At least two (2) weeks prior to the route and bus selection day, Association representatives and the administration will meet to review bus routes and bus groupings.
  - c. Buses will be grouped by section based on mileage, capacity and other relevant criteria. Drivers/Assistants will select buses within these groups based on seniority.
  - d. Every Driver must drive his/her route prior to school starting in his/her bus and on the clock.
  - e. Special Need drivers get paid a minimum of two (2) hours to talk to parents prior to the start of school.
- 4 5. A Driver/Assistant who is absent from the in-service meeting, must contact the Transportation office for selection of route. If no contact is made, the Driver/Assistant shall be assigned any available route by the Transportation Supervisor per seniority.
- 5 6. The Supervisor shall make a five (5) day study of all route schedule times during September for the purpose of establishing average times for each route for pay purposes. Additional route studies will be conducted throughout the year as deemed necessary by the Supervisor. A.M., P.M. and Noon daily driving hours assigned to an employee shall be used in computing said employee's total daily route schedule. All assigned time, exclusive of Kindergarten/OWA route time, Shall constitute daily hours.
- 6 7. On or before October 15th, all routes which have increased thirty (30) minutes or more will be posted for three (3) days with the exception of Special Needs routes. Drivers may select from open routes by classification seniority.
- 7 8. Mid-day runs will be posted separately.
- 8 9. Shuttles are to be given out by classification seniority per availability and are not to allow employees to be contracted over forty (40) hours a week.
- a. The definition of a "shuttle" will include transportation of students who are homeless or displaced, special needs students' co-curricular activities, and other students' co-curricular activities such as work/study programs. A field trip is not a "shuttle."
  - b. Shuttle hours will count toward all paid leave and insurance.
  - c. All shuttles will be posted with the exception of ones for homeless or displaced students.
- 9 10. If a driver/assistant is required to report to work, a minimum of one (1) hour of guaranteed time at the driver/assistant's regular hourly rate will be paid.

**BOARD and BCEA Tentative Agreement Package  
Negotiations, 2019**

**41.01 Effective Date/Termination Date**

This AGREEMENT shall be effective from 12:00 A.M., July 1, 2017~~9~~, through 11:59 P.M., June 30, 201~~9~~~~22~~, and shall continue in full force and effect for an additional year thereafter unless either the BCEA or the BOARD shall serve notice, in writing, to the other of its desire to renegotiate this AGREEMENT at least sixty (60) but no more than ninety (90) days prior to July 1, or any yearly anniversary date thereafter in the event this AGREEMENT is automatically extended.

Beavercreek Classified Employees Association (OEA / NEA)  
 Salary Schedules - FY2020  
 Board Approved:  
 Effective 7/1/2019-6/30/2020

Salary % Increase: 3%

		STEP & HOURLY RATE											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>CLASSIFIED PERSONNEL:</b>													
<b>Copy Center Classification</b>													
I	Copy Center Asst.	18.41	18.84	19.25	19.63	20.00	20.40	20.78	21.23	21.67	22.09	22.43	22.70
<b>Administrative Assistant Classification</b>													
IV	H.S. Admin. Asst./ B&G / Transp.	23.31	23.71	24.12	24.49	24.92	25.29	25.66	26.10	26.62	27.15	27.54	27.89
III	Building / Curriculum Admin. Asst.	21.97	22.36	22.80	23.18	23.59	23.99	24.35	24.73	25.22	25.75	26.14	26.45
II	H.S. Student Activities Clerk	21.97	22.36	22.80	23.18	23.59	23.99	24.35	24.73	25.22	25.75	26.14	26.45
I	Part-time Admin. Asst.	21.45	21.86	22.29	22.67	23.05	23.48	23.87	24.22	24.71	25.20	25.59	25.89
<b>Building / Office Assistant Classification</b>													
I	Building / Department Office Assistant	17.16	17.51	17.93	18.38	18.74	19.11	19.59	19.93	20.32	20.72	21.03	21.31
<b>Assistants Classification</b>													
VI	Media & Tech Assistant	21.97	22.36	22.80	23.18	23.59	23.99	24.35	24.73	25.22	25.75	26.14	26.45
V	IMC Tech.	17.79	18.19	18.60	18.98	19.38	19.77	20.25	20.60	20.98	21.39	21.71	21.98
IV	Skills Lab Technician	17.79	18.19	18.60	18.98	19.38	19.77	20.25	20.60	20.98	21.39	21.71	21.98
III	Teacher Asst.	17.16	17.51	17.93	18.38	18.74	19.11	19.59	19.93	20.32	20.72	21.03	21.31
II	Monitor Asst.	17.16	17.51	17.93	18.38	18.74	19.11	19.59	19.93	20.32	20.72	21.03	21.31
I	Preschool Teacher Asst.	17.16	17.51	17.93	18.38	18.74	19.11	19.59	19.93	20.32	20.72	21.03	21.31
<b>Special Needs Assistant Classification</b>													
II	Instructional	17.98	18.31	18.73	19.14	19.59	19.90	20.33	20.72	21.12	21.54	21.87	22.13
I	Transportation	17.16	17.51	17.93	18.38	18.74	19.11	19.59	19.93	20.32	20.72	21.03	21.31
<b>Registered Nurse Classification</b>													
I	Registered Nurse	23.65	24.11	24.49	24.86	25.22	25.65	26.06	26.48	27.19	27.87	28.29	28.64
<b>Respiratory Therapist Classification</b>													
I	Respiratory Therapist	23.47	23.69	23.89	24.09	24.24	24.48	24.68	24.92	25.41	25.90	26.30	26.64
<b>Sign Language Interpreter Classification</b>													
I	Sign Language Interpreter	23.47	23.69	23.89	24.09	24.24	24.48	24.68	24.92	25.41	25.90	26.30	26.64
<b>ESL Assistant Classification</b>													
I	ESL Assistant - Instructional	17.98	18.31	18.73	19.14	19.59	19.90	20.33	20.72	21.12	21.54	21.87	22.13
<b>Job Coach/Transition Coordinator Classification</b>													
I	Job Coach/Transition Coordinator	23.47	23.69	23.89	24.09	24.24	24.48	24.68	24.92	25.41	25.90	26.30	26.64
<b>Custodial Classification</b>													
II	Head Custodian	19.35	19.77	20.25	20.67	21.09	21.45	21.91	22.30	22.73	23.20	23.55	23.82
I	Custodian	18.58	18.98	19.45	19.90	20.32	20.72	21.10	21.59	22.05	22.50	22.82	23.11

Beavercreek Classified Employees Association (OEA / NEA)  
 Salary Schedules - FY2020  
 Board Approved:  
 Effective 7/1/2019-6/30/2020

Salary % Increase: 3%

CLASSIFIED PERSONNEL: Mechanics Classification	STEP & HOURLY RATE											
	1	2	3	4	5	6	7	8	9	10	11	12
III Head Mechanic	23.36	23.85	24.33	24.80	25.33	25.83	26.32	26.81	27.37	27.89	28.31	28.68
II Mechanic	21.77	21.91	22.22	22.59	22.91	23.22	23.55	23.89	24.36	24.84	25.22	25.54
I Mechanic Helper	19.75	20.18	20.64	20.86	21.33	21.77	22.18	22.61	23.07	23.56	23.92	24.21
Groundskeeper & Courier Classification												
II Head Groundskeeper	20.70	21.15	21.66	22.11	22.58	22.96	23.44	23.85	24.33	24.82	25.19	25.51
I Groundskeeper & Courier	19.35	19.77	20.25	20.67	21.09	21.45	21.91	22.30	22.73	23.20	23.55	23.82
Registrar Classification												
I H.S. Registrar	21.97	22.36	22.80	23.18	23.59	23.99	24.35	24.73	25.22	25.75	26.14	26.45
Maintenance Classification												
IV Head Maintenance	23.36	23.85	24.33	24.80	25.33	25.83	26.32	26.81	27.37	27.89	28.31	28.68
III HVAC Technician	22.98	23.10	23.45	23.82	24.16	24.50	24.83	25.20	25.71	26.22	26.62	26.94
II Maintenance	21.77	21.91	22.22	22.59	22.91	23.22	23.55	23.89	24.36	24.84	25.22	25.54
I Maintenance Helper	19.75	20.18	20.64	20.86	21.33	21.77	22.18	22.61	23.07	23.56	23.92	24.21
Transportation Classification												
III Dispatch. / Transp. Spec.	21.52	21.85	22.04	22.35	22.57	22.84	23.08	23.38	23.89	24.38	24.74	25.06
II Driver	21.52	21.85	22.04	22.35	22.57	22.84	23.08	23.38	23.89	24.38	24.74	25.06
I Crossing Attendant	15.66	16.01	16.29	16.70	17.02	17.37	17.69	18.01	18.38	18.74	19.00	19.25
Student Nutrition Classification												
VII H.S. Manager	18.93	19.35	19.87	20.29	20.73	21.17	21.67	22.10	22.54	22.99	23.33	23.62
VI Operations Manager	18.93	19.35	19.87	20.29	20.73	21.17	21.67	22.10	22.54	22.99	23.33	23.62
V M.S. Manager/Ferguson Hall Manager	17.69	18.07	18.52	18.97	19.38	19.82	20.29	20.69	21.08	21.51	21.84	22.09
IV Assistant Manager	16.98	17.42	17.87	18.28	18.72	19.16	19.63	20.03	20.45	20.86	21.17	21.43
IIIA Meals Account Manger	16.92	17.36	17.82	18.23	18.66	19.11	19.57	20.00	20.38	20.81	21.10	21.38
IIIB Satellite Manager	16.92	17.36	17.82	18.23	18.66	19.11	19.57	20.00	20.38	20.81	21.10	21.38
I Hourly Employee	16.16	16.39	16.61	16.90	17.08	17.39	17.56	17.85	18.26	18.68	18.95	19.20

Longevity: 14th Year \$0.91  
 19th Year \$0.91  
 24th Year \$0.91

Field Trips: \$14.46

Beavercreek Classified Employees Association (OEA / NEA)  
 Salary Schedules - FY2021  
 Board Approved:  
 Effective 7/1/2020-6/30/2021

Salary % Increase: 2.5%

		STEP & HOURLY RATE											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>CLASSIFIED PERSONNEL:</b>													
Copy Center Classification		18.87	19.31	19.73	20.12	20.50	20.91	21.30	21.76	22.21	22.64	22.99	23.27
Administrative Assistant Classification													
IV	H.S. Admin. Asst./ B&G / Transp. Building / Curriculum Admin. Asst.	23.89	24.30	24.72	25.10	25.54	25.92	26.30	26.75	27.29	27.83	28.23	28.59
III	Building / Curriculum Admin. Asst.	22.52	22.92	23.37	23.76	24.18	24.59	24.96	25.35	25.85	26.39	26.79	27.11
II	H.S. Student Activities Clerk	22.52	22.92	23.37	23.76	24.18	24.59	24.96	25.35	25.85	26.39	26.79	27.11
I	Part-time Admin. Asst.	21.99	22.41	22.85	23.24	23.63	24.07	24.47	24.83	25.33	25.83	26.23	26.54
Building / Office Assistant Classification													
I	Building / Department Office Assistant	17.59	17.95	18.38	18.84	19.21	19.59	20.08	20.43	20.83	21.24	21.56	21.84
Assistants Classification													
VI	Media & Tech Assistant	22.52	22.92	23.37	23.76	24.18	24.59	24.96	25.35	25.85	26.39	26.79	27.11
V	IMC Tech.	18.23	18.64	19.07	19.45	19.86	20.26	20.76	21.12	21.50	21.92	22.25	22.53
IV	Skills Lab Technician	18.23	18.64	19.07	19.45	19.86	20.26	20.76	21.12	21.50	21.92	22.25	22.53
III	Teacher Asst.	17.59	17.95	18.38	18.84	19.21	19.59	20.08	20.43	20.83	21.24	21.56	21.84
II	Monitor Asst.	17.59	17.95	18.38	18.84	19.21	19.59	20.08	20.43	20.83	21.24	21.56	21.84
I	Preschool Teacher Asst.	17.59	17.95	18.38	18.84	19.21	19.59	20.08	20.43	20.83	21.24	21.56	21.84
Special Needs Assistant Classification													
II	Instructional	18.43	18.77	19.20	19.62	20.08	20.40	20.84	21.24	21.65	22.08	22.42	22.68
I	Transportation	17.59	17.95	18.38	18.84	19.21	19.59	20.08	20.43	20.83	21.24	21.56	21.84
Registered Nurse Classification													
I	Registered Nurse	24.24	24.71	25.10	25.48	25.85	26.29	26.71	27.14	27.87	28.57	29.00	29.36
Respiratory Therapist Classification													
I	Respiratory Therapist	24.06	24.28	24.49	24.69	24.85	25.09	25.30	25.54	26.05	26.55	26.96	27.31
Sign Language Interpreter Classification													
I	Sign Language Interpreter	24.06	24.28	24.49	24.69	24.85	25.09	25.30	25.54	26.05	26.55	26.96	27.31
ESL Assistant Classification													
I	ESL Assistant - Instructional	18.43	18.77	19.20	19.62	20.08	20.40	20.84	21.24	21.65	22.08	22.42	22.68
Job Coach/Transition Coordinator Classification													
I	Job Coach/Transition Coordinator	24.06	24.28	24.49	24.69	24.85	25.09	25.30	25.54	26.05	26.55	26.96	27.31
Custodial Classification													
II	Head Custodian	19.83	20.26	20.76	21.19	21.62	21.99	22.46	22.86	23.30	23.78	24.14	24.42
I	Custodian	19.04	19.45	19.94	20.40	20.83	21.24	21.63	22.13	22.60	23.06	23.39	23.69

Beavercreek Classified Employees Association (OEA / NEA)  
 Salary Schedules - FY2021  
 Board Approved:  
 Effective 7/1/2020-6/30/2021

Salary % Increase: 2.5%

		STEP & HOURLY RATE											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>CLASSIFIED PERSONNEL:</b>													
<b>Mechanics Classification</b>													
III	Head Mechanic	23.94	24.45	24.94	25.42	25.96	26.48	26.98	27.48	28.05	28.59	29.02	29.40
II	Mechanic	22.31	22.46	22.78	23.15	23.48	23.80	24.14	24.49	24.97	25.46	25.85	26.18
I	Mechanic Helper	20.24	20.68	21.16	21.38	21.86	22.31	22.73	23.18	23.65	24.15	24.52	24.82
<b>Groundskeeper &amp; Courier Classification</b>													
II	Head Groundskeeper	21.22	21.68	22.20	22.66	23.14	23.53	24.03	24.45	24.94	25.44	25.82	26.15
I	Groundskeeper & Courier	19.83	20.26	20.76	21.19	21.62	21.99	22.46	22.86	23.30	23.78	24.14	24.42
<b>Registrar Classification</b>													
I	H.S. Registrar	22.52	22.92	23.37	23.76	24.18	24.59	24.96	25.35	25.85	26.39	26.79	27.11
<b>Maintenance Classification</b>													
IV	Head Maintenance	23.94	24.45	24.94	25.42	25.96	26.48	26.98	27.48	28.05	28.59	29.02	29.40
III	HVAC Technician	23.55	23.68	24.04	24.42	24.76	25.11	25.45	25.83	26.35	26.88	27.29	27.61
II	Maintenance	22.31	22.46	22.78	23.15	23.48	23.80	24.14	24.49	24.97	25.46	25.85	26.18
I	Maintenance Helper	20.24	20.68	21.16	21.38	21.86	22.31	22.73	23.18	23.65	24.15	24.52	24.82
<b>Transportation Classification</b>													
III	Dispatch. / Transp. Spec.	22.06	22.40	22.59	22.91	23.13	23.41	23.66	23.96	24.49	24.99	25.36	25.69
II	Driver	22.06	22.40	22.59	22.91	23.13	23.41	23.66	23.96	24.49	24.99	25.36	25.69
I	Crossing Attendant	16.05	16.41	16.70	17.12	17.45	17.80	18.13	18.46	18.84	19.21	19.48	19.73
<b>Student Nutrition Classification</b>													
VII	H.S. Manager	19.40	19.83	20.37	20.80	21.25	21.70	22.21	22.65	23.10	23.56	23.91	24.21
VI	Operations Manager	19.40	19.83	20.37	20.80	21.25	21.70	22.21	22.65	23.10	23.56	23.91	24.21
V	M.S. Manager/Ferguson Hall Manager	18.13	18.52	18.98	19.44	19.86	20.32	20.80	21.21	21.61	22.05	22.39	22.64
IV	Assistant Manager	17.40	17.86	18.32	18.74	19.19	19.64	20.12	20.53	20.96	21.38	21.70	21.97
IIIA	Meals Account Manger	17.34	17.79	18.27	18.69	19.13	19.59	20.06	20.50	20.89	21.33	21.63	21.91
IIIB	Satellite Manager	17.34	17.79	18.27	18.69	19.13	19.59	20.06	20.50	20.89	21.33	21.63	21.91
I	Hourly Employee	16.56	16.80	17.03	17.32	17.51	17.82	18.00	18.30	18.72	19.15	19.42	19.68
<b>Longevity:</b>													
	14th Year											\$0.93	
	19th Year											\$0.93	
	24th Year											\$0.93	
<b>Field Trips:</b>													
												\$14.82	

Beavercreek Classified Employees Association (OEA / NEA)  
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 Effective 7/1/2021-6/30/2022

Salary % Increase: 2.5%

		STEP & HOURLY RATE											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>CLASSIFIED PERSONNEL:</b>													
<b>Copy Center Classification</b>													
I	Copy Center Asst.	19.34	19.79	20.22	20.62	21.01	21.43	21.83	22.30	22.77	23.21	23.56	23.85
<b>Administrative Assistant Classification</b>													
IV	H.S. Admin. Asst./ B&G / Transp.	24.49	24.91	25.34	25.73	26.18	26.57	26.96	27.42	27.97	28.53	28.94	29.30
III	Building / Curriculum Admin. Asst.	23.08	23.49	23.95	24.35	24.78	25.20	25.58	25.98	26.50	27.05	27.46	27.79
II	H.S. Student Activities Clerk	23.08	23.49	23.95	24.35	24.78	25.20	25.58	25.98	26.50	27.05	27.46	27.79
I	Part-time Admin. Asst.	22.54	22.97	23.42	23.82	24.22	24.67	25.08	25.45	25.96	26.48	26.89	27.20
<b>Building / Office Assistant Classification</b>													
I	Building / Department Office Assistant	18.03	18.40	18.84	19.31	19.69	20.08	20.58	20.94	21.35	21.77	22.10	22.39
<b>Assistants Classification</b>													
VI	Media & Tech Assistant	23.08	23.49	23.95	24.35	24.78	25.20	25.58	25.98	26.50	27.05	27.46	27.79
V	IMC Tech.	18.69	19.11	19.55	19.94	20.36	20.77	21.28	21.65	22.04	22.47	22.81	23.09
IV	Skills Lab Technician	18.69	19.11	19.55	19.94	20.36	20.77	21.28	21.65	22.04	22.47	22.81	23.09
III	Teacher Asst.	18.03	18.40	18.84	19.31	19.69	20.08	20.58	20.94	21.35	21.77	22.10	22.39
II	Monitor Asst.	18.03	18.40	18.84	19.31	19.69	20.08	20.58	20.94	21.35	21.77	22.10	22.39
I	Preschool Teacher Asst.	18.03	18.40	18.84	19.31	19.69	20.08	20.58	20.94	21.35	21.77	22.10	22.39
<b>Special Needs Assistant Classification</b>													
II	Instructional	18.99	19.24	19.68	20.11	20.58	20.91	21.36	21.77	22.19	22.63	22.98	23.25
I	Transportation	18.03	18.40	18.84	19.31	19.69	20.08	20.58	20.94	21.35	21.77	22.10	22.39
<b>Registered Nurse Classification</b>													
I	Registered Nurse	24.85	25.33	25.73	26.12	26.50	26.95	27.38	27.82	28.57	29.28	29.73	30.09
<b>Respiratory Therapist Classification</b>													
I	Respiratory Therapist	24.66	24.89	25.10	25.31	25.47	25.72	25.93	26.18	26.70	27.21	27.63	27.99
<b>Sign Language Interpreter Classification</b>													
I	Sign Language Interpreter	24.66	24.89	25.10	25.31	25.47	25.72	25.93	26.18	26.70	27.21	27.63	27.99
<b>ESL Assistant Classification</b>													
I	ESL Assistant - Instructional	18.89	19.24	19.68	20.11	20.58	20.91	21.36	21.77	22.19	22.63	22.98	23.25
<b>Job Coach/Transition Coordinator Classification</b>													
I	Job Coach/Transition Coordinator	24.66	24.89	25.10	25.31	25.47	25.72	25.93	26.18	26.70	27.21	27.63	27.99
<b>Custodial Classification</b>													
II	Head Custodian	20.33	20.77	21.28	21.72	22.16	22.54	23.02	23.43	23.88	24.37	24.74	25.03
I	Custodian	19.52	19.94	20.44	20.91	21.35	21.77	22.17	22.68	23.17	23.64	23.97	24.28



Beavercreek Classified Employees Association (OEA / NEA)  
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 Board Approved:  
 Effective 7/1/2021-6/30/2022

Salary % Increase: 2.5%

CLASSIFIED PERSONNEL:  
 Mechanics Classification

	1	2	3	4	5	6	7	8	9	10	11	12
III Head Mechanic	24.54	25.06	25.56	26.06	26.61	27.14	27.65	28.17	28.75	29.30	29.75	30.14
II Mechanic	22.87	23.02	23.35	23.73	24.07	24.40	24.74	25.10	25.59	26.10	26.50	26.83
I Mechanic Helper	20.75	21.20	21.69	21.91	22.41	22.87	23.30	23.76	24.24	24.75	25.13	25.44

Groundskeeper & Courier Classification

II Head Groundskeeper	21.75	22.22	22.76	23.23	23.72	24.12	24.63	25.06	25.56	26.08	26.47	26.80
I Groundskeeper & Courier	20.33	20.77	21.28	21.72	22.16	22.54	23.02	23.43	23.88	24.37	24.74	25.03

Registrar Classification

I H.S. Registrar	23.08	23.49	23.95	24.35	24.78	25.20	25.58	25.98	26.50	27.05	27.46	27.79
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Maintenance Classification

IV Head Maintenance	24.54	25.06	25.56	26.06	26.61	27.14	27.65	28.17	28.75	29.30	29.75	30.14
III HVAC Technician	24.14	24.27	24.64	25.03	25.38	25.74	26.09	26.48	27.01	27.55	27.97	28.30
II Maintenance	22.87	23.02	23.35	23.73	24.07	24.40	24.74	25.10	25.59	26.10	26.50	26.83
I Maintenance Helper	20.75	21.20	21.69	21.91	22.41	22.87	23.30	23.76	24.24	24.75	25.13	25.44

Transportation Classification

III Dispatch. / Transp. Spec.	22.61	22.96	23.15	23.48	23.71	24.00	24.25	24.56	25.10	25.61	25.99	26.33
II Driver	22.61	22.96	23.15	23.48	23.71	24.00	24.25	24.56	25.10	25.61	25.99	26.33
I Crossing Attendant	16.45	16.82	17.12	17.55	17.89	18.25	18.58	18.92	19.31	19.69	19.97	20.22

Student Nutrition Classification

VII H.S. Manager	19.89	20.33	20.88	21.32	21.78	22.24	22.77	23.22	23.68	24.15	24.51	24.82
VI Operations Manager	19.89	20.33	20.88	21.32	21.78	22.24	22.77	23.22	23.68	24.15	24.51	24.82
V M.S. Manager/Ferguson Hall Manager	18.58	18.96	19.45	19.93	20.36	20.83	21.32	21.74	22.15	22.60	22.95	23.21
IV Assistant Manager	17.84	18.31	18.78	19.21	19.67	20.13	20.62	21.04	21.48	21.91	22.24	22.52
IIIA Meals Account Manger	17.77	18.23	18.73	19.16	19.61	20.08	20.56	21.01	21.41	21.86	22.17	22.46
IIIB Satellite Manager	17.77	18.23	18.73	19.16	19.61	20.08	20.56	21.01	21.41	21.86	22.17	22.46
I Hourly Employee	16.97	17.22	17.46	17.75	17.95	18.27	18.45	18.76	19.19	19.63	19.91	20.17

Longevity:

14th Year	\$0.95
19th Year	\$0.95
24th Year	\$0.95

Field Trips:

\$15.19





SW Division of OHI

## Spousal Enrollment Worksheet

Employee will complete this worksheet to determine whether spouse meets the criteria to enroll in the Butler Health Plan for primary medical coverage.

### Member Information (Please print or type)

Last Name	First Name	M.I.	SSN
Employer			Primary Phone

Spouse's Name

### Questionnaire

<input type="checkbox"/> My spouse is employed by a school under Butler Health Plan.	If checked, your spouse may be primary under your family plan.
<input type="checkbox"/> My spouse is employed and is eligible/entitled to an employer-sponsored medical plan.	If checked, your spouse may only be <u>secondary</u> on the BHP medical plan. ** If you wish to enroll your spouse for secondary coverage, enter COB information in the Benelogic System.
<input type="checkbox"/> My spouse is retired and is eligible/entitled to participate in a retiree plan (not Medicare).	If checked, your spouse may only be <u>secondary</u> on the BHP medical plan. ** If you wish to enroll your spouse for secondary coverage, enter COB information in the Benelogic System.
<input type="checkbox"/> My spouse is unemployed, self-employed or retired and is not eligible for an employer-sponsored medical plan or retiree medical plan (such as SERS or STRS).	If checked, your spouse may be primary on the BHP medical plan.
<input type="checkbox"/> My spouse is employed but is not eligible for an employer-sponsored medical plan.	<u>You are required</u> to have your spouse's employer complete the Spousal Employer Verification Form and return to the Treasurer or Personnel Office or upload to your Benelogic file cabinet.
<input type="checkbox"/> My spouse's employer or retiree plan requires him/her to pay 55% or greater of the group health plan's single premium.	<u>You are required</u> to have your spouse's employer complete the Spousal Employer Verification Form and return to the Treasurer or Personnel Office or upload to your Benelogic file cabinet.

### Signature Requirement – Employee and Spouse Acknowledgement of Responsibility:

I understand that spouses of BHP members are required to join their employer's group (for at least single/ individual coverage) where such availability to coverage exists. I also understand that I must notify the Treasurer or Personnel Office and/or the Butler Health Plan if there is a change in my spouse's employment or a change in benefit availability within 31 days of the change. Failure of employee to notify Butler Health Plan of spouse's employment change or falsifying spouse's employment status is fraud and will result in financial penalty and/or loss of coverage for spouse.

Employee Signature:	Date:
Employee's Spouse Signature:	Date:

Employee may upload this document on the enrollment site <https://butlerhealthplan.benelogic.com> or return to your Treasurer or Personnel Office.

Revised 10/6/2017

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# Spousal Employer Verification Form

Butler Health Plan requires spouses of covered employees to join their employer's group health plan, for at least a single/individual coverage, where such availability to coverage exists. In order for your employee to be considered for medical coverage with Butler Health Plan this form must be completed and returned by the employee.

<b>To be completed by Member</b>	
Member Name:	SSN:
Spouse's Name:	SSN:
Spouse's Date of Birth	

<b>To be Completed by Spouse's Employer</b>	
<input type="checkbox"/> My employee is eligible for medical coverage through our organization.	<i>If checked, this employee must enroll in primary coverage through your employer-sponsored medical plan, for at least individual coverage.</i>
<input type="checkbox"/> My employee is eligible for a retiree health plan.	<i>If checked, this employee must enroll in primary coverage through your retiree health plan, for at least individual coverage.</i>
<input type="checkbox"/> My employee is <b>not</b> eligible for medical coverage through our organization. Reason not eligible: _____	<i>If checked, this employee is <b>NOT</b> required to enroll in your employer-sponsored medical plan, as long as this situation applies.</i>
<input type="checkbox"/> My employee is eligible for our employer-sponsored or retiree medical plan and would have to pay more than 55 percent of the total premium rate for their individual medical coverage.	<i>If checked, this employee is <b>NOT</b> required to enroll in your employer-sponsored or retiree medical plan, as long as this situation applies.</i>

## Employer Information

Company Name			
Company Address			
Other Insurance Information	Medical Carrier	RX Carrier (if different from Medical)	
Insurance Company Name			
Insurance Company Address			
Group Policy Number			
Type of Policy (PPO, HDHP/HSA, EPO or HMO)			
Effective Date			
Coverage Type	Employee Only <input type="checkbox"/> Family <input type="checkbox"/>	Employee Only <input type="checkbox"/>	Family <input type="checkbox"/>
Dependents Covered Under Above Policy	Medical Carrier	RX Carrier (if different from Medical)	
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

The above responses are correct to the best of my knowledge.

\_\_\_\_\_  
Employer or Employer's Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
EXT.



Employee may upload this document on the enrollment site <https://butlerhealthplan.benelogic.com> or return to your Treasurer or Personnel Office.

Revised 10/5/2017

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## Welcome to Delta Dental of Ohio!

Beginning on your effective date, you will be covered under Delta Dental PPO<sup>SM</sup> (Point-of-Service) and will have access to two of the nation's largest networks of participating dentists: Delta Dental PPO<sup>SM</sup> and Delta Dental Premier<sup>®</sup> network. Delta Dental is honored that you have chosen us, and we look forward to serving you. For more details, please review the enclosed Summary of Benefits.



### How can I save?

#### Delta Dental PPO and Delta Dental Premier Dentists

- Submits claims for you
- Only charges you for your copayment and deductible, if any; no balance billing
- Out-of-pocket costs are likely to be lower

#### Nonparticipating Dentists

- May require you to submit your own claims
- May charge you the full cost of a procedure
- May ask for payment in full up front

### How will the dentist receive payment?

#### Delta Dental PPO and Delta Dental Premier Dentists

Payment will be sent directly to your dentist.

#### Nonparticipating Dentists

You will be responsible for making full payment to your dentist and then Delta Dental will send you the check for covered service.

### What is the difference between a Delta Dental PPO and a Delta Dental Premier dentist?

Though your benefit level for dental services will remain the same regardless of the participating status of the dentist, **your out-of-pocket costs will likely be the lowest if you use a Delta Dental PPO provider.** This is because Delta Dental PPO providers have agreed to accept a lower fee (in other words, they've agreed to a larger claim discount) than Delta Dental Premier dentists would accept. Because your copayments (if any) are based on a percentage of this fee, the dollar amount of the copayment will be lower if the dentist accepts a lower fee. Please see our attached pricing samples for a detailed example.

### How can I find a participating dentist or find out if my dentist participates?

You can find participating dentists by visiting our website at [www.deltadentaloh.com](http://www.deltadentaloh.com) or by calling Delta Dental's Customer Service department at (800) 524-0149.

### What if my dentist does not participate and I would like Delta Dental to recruit him/her?

If your dentist is not a participating dentist you can request that we recruit them by visiting our website at [www.deltadentaloh.com](http://www.deltadentaloh.com) and completing the "Refer Your Dentist" form or by calling or emailing our Customer Service department. You can also talk to your dentist about joining a Delta Dental network.

### Should I tell my dentist my coverage changed?

Yes! Please tell your dentist that Delta Dental of Ohio is providing you with coverage under a Delta Dental PPO plan. See enclosed benefit highlights for your dental plan benefits.

### Where can I find information about my eligibility and claims?

Once you are enrolled with Delta Dental, you can review your eligibility status, claims information, and benefits by visiting our Consumer Toolkit<sup>®</sup> at [www.deltadentaloh.com](http://www.deltadentaloh.com). This toolkit will also enable you to print your own ID cards and can provide you with oral health tips.

### What if I am in the middle of treatment?

We encourage you to complete multiple-step procedures in progress (like crowns, bridges, or dentures) prior to your effective date with Delta Dental. However, Delta Dental *will* cover services that are completed after your effective date where applicable.

**How will orthodontic claims be processed?**

If your chosen plan covers orthodontic services, and if orthodontic treatment is currently in progress for you or one of your dependents, please ask your dentist to submit a new treatment plan to Delta Dental. The remaining liability of the claim will be recalculated based on the number of months left in the treatment plan. Delta Dental will also receive the orthodontic lifetime maximum history from your previous carrier. Your orthodontic maximum benefit available under your new plan will be reduced by the benefit amount used under your previous plan.

**Where should claims be submitted for services rendered prior to my effective date?**

Claims for dental services rendered prior to your effective date must be submitted to your previous dental carrier to receive reimbursement.

**What if I have other questions?**

If you have other questions about your dental benefits, please contact Delta Dental's Customer Service department at (800) 524-0149.



**Pricing Example Delta Dental PPO (Point-of-Service)**

Coverage levels may vary based on your chosen plan design  
Please see your Summary of Dental Plan Benefits for specific details.

		<b>Delta Dental PPO Dentist<sup>1</sup></b>	<b>Delta Dental Premier Dentist<sup>2</sup></b>	<b>Out-Of-Network Dentist<sup>3</sup></b>
<b>ADULT CLEANING</b>	Submitted fee:	\$80.00	\$80.00	\$80.00
	Maximum Approved Fee:	\$54.00	\$77.00	\$63.00
	Coverage level:	100%	100%	100%
	Amount Delta Dental Pays:	\$54.00	\$77.00	\$63.00
	<b>AMOUNT YOU PAY:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17.00</b>
<b>CROWN</b>	Submitted fee:	\$950.00	\$950.00	\$950.00
	Maximum Approved Fee:	\$675.00	\$898.00	\$744.00
	Coverage level:	50%	50%	50%
	Amount Delta Dental Pays:	\$337.50	\$449.00	\$372.00
	<b>AMOUNT YOU PAY:</b>	<b>\$337.50</b>	<b>\$449.00</b>	<b>\$578.00</b>

- <sup>1</sup> A Delta Dental PPO Dentist is one who has agreed to accept the Delta Dental PPO Fee Schedule amount as payment in full. The Delta Dental PPO Fee Schedule amount is generally lower than the Maximum Approved Fee used for a dentist who participates in Delta Dental Premier.
- <sup>2</sup> The Maximum Approved Fee is the maximum amount Delta Dental has approved for a specific procedure performed by a Delta Dental Premier dentist. Delta Dental Premier dentists agree to accept this amount as payment in full.
- <sup>3</sup> The Nonparticipating Dentist Fee is the maximum amount Delta Dental has approved for a specific procedure performed by a dentist who does not participate in either Delta Dental PPO or Delta Dental Premier.

**For dental services rendered after your effective date, your dentist should send all claims to:**

**Delta Dental  
P.O. Box 9085  
Farmington Hills, MI 48333-9085**

To find a provider use the code below.



[www.deltadentaloh.com](http://www.deltadentaloh.com)



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Beaver Creek City School District  
 FY 20 Administrator Salary Schedule  
 BOE Approved:

\*Salary Schedule Effective 8/1/2019-7/31/2020

Base Salary: **\$84,254**  
 Effective: **August 1, 2019**

Scale	Position	1	2	3	4	5	6	7	8	9	10	11
I	Asst. Transportation Supvr.	50,999	52,954	54,908	56,863	58,818	60,772	62,727	64,682	66,636	67,639	68,490
II	Lunchroom Supvr.	67,454	69,408	71,363	73,318	75,273	77,227	79,182	81,137	83,091	84,347	85,400
III	Asst. Bldgs. & Grounds Supvr.	69,408	71,363	73,318	75,273	77,227	79,182	81,137	83,091	85,045	86,301	87,995
IV	Transportation Supvr.	69,961	71,936	73,891	75,845	77,800	79,755	81,710	83,664	85,619	86,908	88,995
V	Asst. Treasurer (7/30/13)	72,526	74,481	76,435	78,390	80,345	82,299	84,254	86,209	88,163	89,495	90,607
VI	Asst. Elem. Principal	75,230	77,185	79,140	81,094	83,049	85,004	86,958	88,913	90,868	92,233	93,387
VI a	Psychologist	76,511	78,558	80,606	82,653	84,701	86,748	88,795	90,843	92,890	94,280	95,460
VII	Asst. MS Principal	81,617	83,664	85,712	87,759	89,806	91,854	93,901	95,948	97,996	99,470	100,709
VII a	Asst. MS Principal (260 Days) (6/21/12)	88,155	90,362	92,570	94,777	96,985	99,192	101,400	103,607	105,815	107,399	108,747
VIII	Bldgs. & Grounds Supvr.	82,156	84,203	86,251	88,298	90,346	92,393	94,440	96,488	98,535	100,018	101,265
VIII a	Asst. Treasurer	82,156	84,203	86,251	88,298	90,346	92,393	94,440	96,488	98,535	100,018	101,265
IX	Asst. HS Principal	82,889	84,835	86,782	88,728	90,674	92,620	94,567	96,513	98,459	99,934	101,189
IX a	Freshman Principal	85,964	87,911	89,857	91,803	93,749	95,696	97,642	99,588	101,534	103,059	104,349
X	Supervisors	81,878	83,824	85,771	87,717	89,663	91,609	93,556	95,502	97,448	98,914	100,144
XI	Elem. Principal	83,917	85,863	87,810	89,756	91,702	93,648	95,595	97,541	99,487	100,978	102,242
XI a	Elem. Principal (260 Days) (6/21/12)	90,455	92,553	94,651	96,749	98,847	100,945	103,043	105,141	107,238	108,848	110,204
XII	MS Principal	85,964	87,911	89,857	91,803	93,749	95,696	97,642	99,588	101,534	103,144	105,098
XII a	MS Principal (260 Days) (6/21/12)	93,615	95,704	97,794	99,883	101,973	104,062	106,152	108,241	110,331	111,982	113,381
XIII a	Director of Athletics	84,953	86,900	88,846	90,792	92,738	94,685	96,631	98,577	100,523	102,032	103,304
XIII	HS Principal	103,548	105,494	107,441	109,387	111,333	113,280	115,226	117,172	119,118	120,904	122,413
XIV	Director of Business Services	103,548	105,494	107,441	109,387	111,333	113,280	115,226	117,172	119,118	120,904	122,413
XIV a	Director of Technology	103,548	105,494	107,441	109,387	111,333	113,280	115,226	117,172	119,118	120,904	122,413
XV	Director of Curric. Serv. / Director of Pupil Serv.	105,781	107,727	109,673	111,620	113,566	115,512	117,459	119,405	121,351	123,171	124,713
XVI	Director of Human Resources	105,781	107,727	109,673	111,620	113,566	115,512	117,459	119,405	121,351	123,171	124,713
XVII	Assistant Superintendent	109,178	111,696	114,282	116,919	119,615	122,379	125,210	128,100	131,057	134,065	137,149

NOTE: The Assistant Superintendent scale is based on a 2.3% increase for each step

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any administrator new to the District may be given experience credit for not more than six (6) years (7th step) of previous administrative experience, not to be counted in Longevity Credit.

Longevity Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

Beaver Creek City School District Years Experience

15 Years	2,359
20 Years	4,718
25 Years	7,077

Administrative Years Experience

Step 1	1-2 Years	632
Step 2	3-5 Years	1,264
Step 3	6-8 Years	2,528
Step 4	9-11 Years	3,791
Step 5	12 or More Years	5,055

Training Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

State Agency Certification	1,028
Associates Degree	2,056
Four Year College Degree	3,084
Masters / CPA	4,112
M-45 / Specialist	5,139
Doctorate	6,167

**Beavercreek City School District  
Administrator Fringe Benefit Schedule  
BOE Approved:**

**Medical / Dental Insurance:**

Monthly premium costs will follow provisions of the current BEA negotiated agreement.

**Life Insurance:**

Board to pay premium of a group term policy equal to two (2) times the annual salary rounded up to the nearest thousand, subject to a maximum of \$225,000.

**Sick Leave:**

Maximum accumulation of 330 days.

**Personal Leave:**

3 days per year - (effective 1986-87). Effective the 2003-04 contract year, unused personal leave days shall not accumulate to the following years. Unused personal leave days shall be compensated at the Assistant Elementary Principal, Step 1 daily rate.

**Severance Pay:**

27% of unused sick leave capped at 80 days at the time of official retirement. Death benefit payable same as teaching staff.

The fringe benefit retirement pick-up included in compensation shall also be included when calculating the daily rate for severance purposes.

**Other Fringes:**

Twelve month employees will receive twenty (20) days vacation leave each contract year. Vacation should, whenever possible be used and taken during the contract year earned. Unused vacation during one contract year may either be (a) carried over into the next contract year, upon request of the administrator, not to exceed forty (40) days maximum accumulation; or (b) cashed in, provided, however, the maximum number of days which may be cashed in during any contract year is ten (10) days. Each vacation day cashed in shall be paid at the per diem rate applicable to the salary in effect for the administrator during the year such vacation was to have been taken. Note: Those administrators who have above the 40 days maximum accumulation as of July 31, 1999, may continue to have a maximum accumulation equal to the number of days accumulated as of July 31, 1999 or a lesser amount if any of such accumulated days are utilized at anytime after July 31, 1999. For such administrators, vacation days used after August 1, 1999, will be used on the following basis.

1. Vacation days earned during a current year will be used first.
2. After current year's vacation days are used, additional days taken will be charged against the prior years' accumulation of days. So long as such administrators have in excess of forty (40) day's accumulation, they will not be permitted to accumulate any additional days for carryover into the next contract year.

**Retirement Pick-Up:**

The Board agrees to "pick-up" the contributions to STRS and SERS. These pick-up employee contributions are treated either as "Salary Reduction" or "Fringe Benefit Included in Compensation" based on the schedule below. Salary Reduction shall be treated as mandatory salary reduction from the contract salary otherwise payable to the employee. Fringe Benefit Included in Compensation shall be paid by the Board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These Fringe Benefit Included in Compensation contributions shall be treated as additional compensation and included in salary for retirement purposes.

**Effective**

**Date**

August 1, 2006

In all cases, any portion of the employees mandatory contribution not pick-up as a Fringe Benefit Included in Compensation will be continued to be pick-up as Salary Reduction.

In the event that the Ohio General Assembly enacts legislation that prohibits the Board of Education from "pick-up" contributions to STRS and/or SERS, the Board will adjust the salary of any such affected administrators to offset the loss of the Board's pick-up contribution.

**Tuition:**

Non-resident administrator's children may attend Beavercreek Schools on a tuition-free basis.

**Professional Organizations:**

Board pays annual dues to one state and one national professional organization of the employee's choice.

Unless otherwise stated above, all other salary / benefit provisions of the current BEA negotiated agreement apply.



Beaver Creek City School District  
 FY 21 Administrator Salary Schedule  
 BOE Approved:

\*Salary Schedule Effective 8/1/2020-7/31/2021

Base Salary: **\$86,360**  
 Effective: August 1, 2020

Scale	Position	1	2	3	4	5	6	7	8	9	10	11
250	Asst. Transportation Supvr.	52,274	54,277	56,281	58,284	60,288	62,291	64,295	66,299	68,302	69,330	70,202
250	Lunchroom Supvr.	69,140	71,143	73,147	75,150	77,154	79,158	81,161	83,165	85,168	86,455	87,534
250	Asst. Bldgs. & Grounds Supvr.	69,140	71,143	73,147	75,150	77,154	79,158	81,161	83,165	85,168	86,455	87,534
250	Transportation Supvr.	71,731	73,734	75,738	77,741	79,745	81,748	83,752	85,755	87,759	89,080	90,194
250	Asst. Treasurer (7/30/13)	74,339	76,342	78,346	80,349	82,353	84,356	86,360	88,364	90,367	91,732	92,872
213	Asst. Elem. Principal	77,111	79,114	81,118	83,122	85,125	87,129	89,132	91,136	93,139	94,538	95,721
213	Psychologist	78,424	80,427	82,431	84,434	86,438	88,441	90,445	92,448	94,451	96,837	97,846
213	Asst. MS Principal	83,657	85,660	87,664	89,667	91,671	93,674	95,678	97,681	99,685	101,957	103,226
250	Asst. MS Principal (250 Days) (6/21/12)	90,358	92,361	94,364	96,367	98,371	100,374	102,378	104,381	106,385	108,660	110,465
250	Bldgs. & Grounds Supvr.	84,210	86,213	88,217	90,220	92,224	94,227	96,231	98,234	100,238	102,518	103,796
250	Asst. Treasurer	84,210	86,213	88,217	90,220	92,224	94,227	96,231	98,234	100,238	102,518	103,796
213	Asst. HS Principal	84,961	86,964	88,968	90,971	92,975	94,978	96,982	98,985	100,989	102,432	103,718
213	Freshman Principal	86,113	88,116	90,120	92,123	94,127	96,130	98,134	100,137	102,141	105,636	106,957
213	Supervisors	83,925	85,928	87,932	89,935	91,939	93,942	95,946	97,949	99,953	101,387	102,647
213	Elem. Principal	86,015	88,018	90,021	92,024	94,028	96,031	98,035	100,038	102,041	103,502	104,798
250	Elem. Principal (250 Days) (6/21/12)	92,716	94,719	96,723	98,726	100,730	102,733	104,737	106,740	108,744	111,568	112,959
213	MS Principal	86,113	88,116	90,120	92,123	94,127	96,130	98,134	100,137	102,141	105,636	107,725
250	MS Principal (250 Days) (6/21/12)	95,955	97,958	99,962	101,965	103,969	105,972	107,976	109,979	111,983	114,781	116,215
213	Director of Athletics	87,077	89,080	91,084	93,087	95,091	97,094	99,098	101,101	103,105	104,562	105,886
250	HS Principal	106,136	108,139	110,143	112,146	114,150	116,153	118,157	120,160	122,164	123,927	125,472
250	Director of Business Services	106,136	108,139	110,143	112,146	114,150	116,153	118,157	120,160	122,164	123,927	125,472
250	Director of Technology	106,136	108,139	110,143	112,146	114,150	116,153	118,157	120,160	122,164	123,927	125,472
250	Director of Curric. Serv. / Director of Pupil Serv.	108,425	110,428	112,432	114,435	116,439	118,442	120,446	122,449	124,453	126,250	127,830
250	Director of Human Resources	108,425	110,428	112,432	114,435	116,439	118,442	120,446	122,449	124,453	126,250	127,830
250	Assistant Superintendent	111,905	113,908	115,912	117,915	119,919	121,922	123,926	125,929	127,933	134,333	140,577

NOTE: The Assistant Superintendent scale is based on a 2.3% increase for each step

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any administrator new to the District may be given experience credit for not more than six (6) years (7th step) of previous administrative experience, not to be counted in Longevity Credit.

Longevity Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

Beaver Creek City School District Years Experience	Administrative Years Experience
15 Years	Step 1
20 Years	Step 2
25 Years	Step 3
	Step 4
	Step 5

648
1,295
2,591
3,886
5,182

Training Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

1,054
2,107
3,161
4,214
5,268
6,322

Beavercreek City School District  
Administrator Fringe Benefit Schedule  
BOE Approved:

Medical / Dental Insurance:  
Monthly premium costs will follow provisions of the current BEA negotiated agreement.

Life Insurance:  
Board to pay premium of a group term policy equal to two (2) times the annual salary rounded up to the nearest thousand, subject to a maximum of \$225,000.

Sick Leave:  
Maximum accumulation of 330 days.

Personal Leave:  
3 days per year - (effective 1986-87). Effective the 2003-04 contract year, unused personal leave days shall not accumulate to the following years.  
Unused personal leave days shall be compensated at the Assistant Elementary Principal, Step 1 daily rate.

Severance Pay:  
27% of unused sick leave capped at 89 days at the time of official retirement. Death benefit payable same as teaching staff.  
The fringe benefit retirement pick-up included in compensation shall also be included when calculating the daily rate for severance purposes.

Other Fringes:  
Twelve month employees will receive twenty (20) days vacation leave each contract year. Vacation should, whenever possible be used and taken during the contract year earned. Unused vacation during one contract year may either be (a) carried over into the next contract year, upon request of the administrator, not to exceed forty (40) days maximum accumulation; or (b) cashed in, provided, however, the maximum number of days which may be cashed in during any contract year is ten (10) days. Each vacator day cashed in shall be paid at the per diem rate applicable to the salary in effect for the administrator during the year such vacation was to have been taken. Notes: Those administrators who have above the 40 days maximum accumulation as of July 31, 1999, may continue to have a maximum accumulation equal to the number of days accumulated as of July 31, 1999 or a lesser amount if any of such accumulated days are utilized at anytime after July 31, 1999. For such administrators, vacation days used after August 1, 1999, will be used on the following basis.

1. Vacation days earned during a current year will be used first.
  2. After current year's vacation days are used, additional days taken will be charged against the prior years' accumulation of days.
- So long as such administrators have in excess of forty (40) day's accumulation, they will not be permitted to accumulate any additional days for carryover into the next contract year.

Retirement Pick-Up:  
The Board agrees to "pick-up" the contributions to STRS and SERS. These picked-up employee contributions are treated either as "Salary Reduction" or "Fringe Benefit Included in Compensation" based on the schedule below. Salary Reduction shall be treated as mandatory salary reduction from the contract salary otherwise payable to the employee. Fringe Benefit Included in Compensation shall be paid by the Board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These Fringe Benefit Included in Compensation contributions shall be treated as additional compensation and included in salary for retirement purposes.

Effective Date:  
August 1, 2006  
In all cases, any portion of the employees mandatory contribution not picked-up as a Fringe Benefit Included in Compensation will be continued to be picked-up as Salary Reduction.

In the event that the Ohio General Assembly enacts legislation that prohibits the Board of Education from "picking-up" contributions to STRS and/or SERS, the Board will adjust the salary of any such affected administrators to off-set the loss of the Board's pick-up contribution.

Tuition:  
Non-resident administrator's children may attend Beavercreek Schools on a tuition-free basis.

Professional Organizations:  
Board pays annual dues to one state and one national professional organization of the employee's choice.

Unless otherwise stated above, all other salary / benefit provisions of the current BEA negotiated agreement apply.

Beaver Creek City School District  
 FY 22 Administrator Salary Schedule  
 BOE Approved:

\*Salary Schedule Effective 8/1/2021-7/31/2022

Base Salary: \$88,519  
 Effective: August 1, 2021

Scale	Position	1	2	3	4	5	6	7	8	9	10	11
I	Asst. Transportation Supvr.	53,581	55,634	57,688	59,741	61,795	63,848	65,902	67,956	70,010	71,063	71,957
II	Lunchroom Supvr.	70,868	72,922	74,976	77,029	79,083	81,137	83,190	85,244	87,297	88,616	89,723
III	Asst. Bldgs. & Grounds Supvr.	70,868	72,922	74,976	77,029	79,083	81,137	83,190	85,244	87,297	88,616	89,723
IV	Transportation Supvr.	73,524	75,578	77,631	79,685	81,738	83,792	85,846	87,899	89,953	91,307	92,449
V	Asst. Treasurer (7/30/13)	76,197	78,251	80,304	82,358	84,412	86,465	88,519	90,573	92,626	94,025	95,193
VI	Asst. Elem. Principal	79,039	81,092	83,146	85,200	87,253	89,307	91,360	93,414	95,468	96,902	98,114
VI a	Psychologist	80,384	82,535	84,686	86,837	88,988	91,139	93,290	95,441	97,592	99,053	100,292
VII	Asst. MS Principal	85,748	87,899	90,050	92,201	94,352	96,503	98,654	100,805	102,956	104,506	105,807
VII a	Asst. MS Principal (250 Days) (6/21/12)	92,617	94,837	97,057	99,277	101,497	103,717	105,937	108,157	110,377	112,597	114,251
VIII	Bldgs. & Grounds Supvr.	86,315	88,466	90,617	92,768	94,919	97,070	99,221	101,372	103,523	105,081	106,391
VIII a	Asst. Treasurer	86,315	88,466	90,617	92,768	94,919	97,070	99,221	101,372	103,523	105,081	106,391
IX	Asst. HS Principal	87,085	89,130	91,175	93,219	95,264	97,309	99,354	101,399	103,443	104,992	106,311
IX a	Freshman Principal	90,316	92,361	94,406	96,450	98,495	100,540	102,585	104,629	106,674	108,276	109,631
X	Supervisors	86,023	88,068	90,112	92,157	94,202	96,247	98,291	100,336	102,381	103,921	105,214
XI	Elem. Principal	88,165	90,210	92,255	94,299	96,344	98,389	100,434	102,478	104,523	106,090	107,418
XI a	Elem. Principal (250 Days) (6/21/12)	95,084	97,238	99,442	101,646	103,850	106,055	108,259	110,463	112,667	114,358	115,783
XII	MS Principal	90,316	92,361	94,406	96,450	98,495	100,540	102,585	104,629	106,674	108,365	110,419
XII b	MS Principal (250 Days) (6/21/12)	96,353	98,549	100,744	102,940	105,135	107,330	109,526	111,721	113,917	115,916	119,120
XIII a	Director of Athletics	89,254	91,298	93,343	95,388	97,433	99,478	101,522	103,567	105,612	107,197	108,533
XIII	HS Principal	108,790	110,835	112,879	114,924	116,969	119,014	121,059	123,103	125,148	127,025	128,609
XIV	Director of Business Services	108,790	110,835	112,879	114,924	116,969	119,014	121,059	123,103	125,148	127,025	128,609
XIV a	Director of Technology	108,790	110,835	112,879	114,924	116,969	119,014	121,059	123,103	125,148	127,025	128,609
XV	Director of Cumm. Serv. / Director of Pupil Serv.	111,136	113,180	115,225	117,270	119,315	121,360	123,404	125,449	127,494	129,406	131,026
XVI	Director of Human Resources	111,136	113,180	115,225	117,270	119,315	121,360	123,404	125,449	127,494	129,406	131,026
XVII	Assistant Superintendent	114,703	117,350	120,067	122,838	125,670	128,574	131,548	134,584	137,691	140,851	144,091

NOTE: The Assistant Superintendent scale is based on a 2.3% increase for each step

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any administrator new to the District may be given experience credit for not more than six (6) years (7th step) of previous administrative experience, not to be counted in Longevity Credit.

Longevity Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

Beaver Creek City School District Years Experience	Administrative Years Experience
15 Years	Step 1
20 Years	Step 2
25 Years	Step 3
	Step 4
	Step 5

2,479	664
4,957	1,328
7,436	2,656
	3,983
	5,311

Training Credit:

The following amounts are not to be cumulative, but are to be added to the Base Salary.

1,080
2,160
3,240
4,320
5,400
6,480

Beavercreek City School District  
Administrator Fringe Benefit Schedule  
BOE Approved:

Medical / Dental Insurance:

Monthly premium costs will follow provisions of the current BEA negotiated agreement.

Life Insurance:

Board to pay premium of a group term policy equal to two (2) times the annual salary rounded up to the nearest thousand, subject to a maximum of \$225,000.

Sick Leave:

Maximum accumulation of 330 days.

Personal Leave:

3 days per year - (effective 1986-87). Effective the 2003-04 contract year, unused personal leave days shall not accumulate to the following years. Unused personal leave days shall be compensated at the Assistant Elementary Principal, Step 1 daily rate.

Severance Pay:

27% of unused sick leave capped at 89 days at the time of official retirement. Death benefit payable same as teaching staff.

The fringe benefit retirement pick-up included in compensation shall also be included when calculating the daily rate for severance purposes.

Other Fringes:

Twelve month employees will receive twenty (20) days vacation leave each contract year. Vacation should, whenever possible be used and taken during the contract year earned. Unused vacation during one contract year may either be (a) carried over into the next contract year, upon request of the administrator, not to exceed forty (40) days maximum accumulation; or (b) cashed in, provided, however, the maximum number of days which may be cashed in during any contract year is ten (10) days. Each vacator day cashed in shall be paid at the per diem rate applicable to the salary in effect for the administrator during the year such vacation was to have been taken. Note: Those administrators who have above the 40 days maximum accumulation as of July 31, 1999, may continue to have a maximum accumulation equal to the number of days accumulated as of July 31, 1999 or a lesser amount if any of such accumulated days are utilized at anytime after July 31, 1999. For such administrators, vacation days used after August 1, 1999, will be used on the following basis.

1. Vacation days earned during a current year will be used first.
2. After current year's vacation days are used, additional days taken will be charged against the prior years' accumulation of days. So long as such administrators have in excess of forty (40) day's accumulation, they will not be permitted to accumulate any additional days for carryover into the next contract year.

Retirement Pick-Up:

The Board agrees to "pick-up" the contributions to STRS and SERS. These picked-up employee contributions are treated either as "Salary Reduction" or "Fringe Benefit Included In Compensation" based on the schedule below. Salary Reduction shall be treated as mandatory salary reduction from the contract salary otherwise payable to the employee. Fringe Benefit Included In Compensation shall be paid by the Board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These Fringe Benefit Included In Compensation contributions shall be treated as additional compensation and included in salary for retirement purposes.

Effective

Date

August 1, 2006

In all cases, any portion of the employees mandatory contribution not picked-up as a Fringe Benefit Included In Compensation will be continued to be picked-up as Salary Reduction.

In the event that the Ohio General Assembly enacts legislation that prohibits the Board of Education from "picking-up" contributions to STRS and/or SERS, the Board will adjust the salary of any such affected administrators to off-set the loss of the Board's pick-up contribution.

Tuition:

Non-resident administrator's children may attend Beavercreek Schools on a tuition-free basis.

Professional Organizations:

Board pays annual dues to one state and one national professional organization of the employee's choice.

Unless otherwise stated above, all other salary / benefit provisions of the current BEA negotiated agreement apply.

Beavercreek City School District  
 Manager/Coordinator Salary Schedule  
 BOE Approved:  
 Effective 8/1/2019-7/31/2020

Base Salary: \$84,254  
 Effective: August 1, 2019

Work Days	1	2	3	4	5	6	7	8	9	10	11	12
250	55,650	57,781	59,913	62,045	64,176	66,240	68,305	70,369	72,433	74,556	75,674	76,820
250	67,412	69,366	71,321	73,276	75,230	77,185	79,140	81,094	83,049	85,004	86,279	87,357
250	71,582	73,537	75,492	77,446	79,401	81,356	83,310	85,265	87,220	89,174	90,512	91,543
250	71,582	73,537	75,492	77,446	79,401	81,356	83,310	85,265	87,220	89,174	90,512	91,543
210	71,582	73,537	75,492	77,446	79,401	81,356	83,310	85,265	87,220	89,174	90,512	91,543

FLSA Exempt Status Employees:

- Public Relations Specialist
- Network and Systems Administrator
- Management Information Systems Coordinator
- Fiscal Analyst and Coordinator
- Gifted Services & Special Projects Coordinator

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any FLSA Exempt Status employee new to the District may be given experience credit for not more than six (6) years (7th step) of previous related experience.

Longevity:	14th Year	Training Credit:	Associates Degree	\$2,056
	19th Year		Four Year College Degree	\$3,084
	24th Year		Masters In Related Field	\$4,112

Training Credit amounts are not to be cumulative, but are to be added to the Base Salary.

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Vacation leave shall be earned and posted on a monthly basis. Twelve month employees shall earn vacation in accordance with the following schedule.  
 10 Days (0.833 per mo.) = Less than seven (7) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 15 Days (1.250 per mo.) = Seven (7) but less than fifteen (15) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 20 Days (1.667 per mo.) = Fifteen (15) years or more of performing like work in private industry or other government/non-profit in a twelve month position.  
 The maximum amount of vacation leave an employee may carry is their annual accumulation plus 15 days.  
 Service credit conversion for vacation purposes shall be calculated based on the provisions of the current BCEA negotiated agreement.  
 All other vacation provisions shall follow the provisions of the current BCEA negotiated agreement.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.

Beavercreek City School District  
 Manager/Coordinator Salary Schedule  
 BOE Approved:  
 Effective 8/1/2020-7/31/2021

26-Jun-19  
 10:04 AM

Base Salary: \$86,360  
 Effective: August 1, 2020

Work Days	1	2	3	4	5	6	7	8	9	10	11	12
FLSA Exempt Status Employees:												
Public Relations Specialist	57,041	59,226	61,411	63,596	65,781	67,967	70,152	72,337	74,522	76,707	78,892	81,077
Network and Systems Administrator	69,097	71,100	73,104	75,108	77,111	79,115	81,118	83,122	85,125	87,129	89,133	91,136
Management Information Systems Coordinator	73,372	75,375	77,379	79,382	81,386	83,390	85,393	87,397	89,400	91,404	92,775	93,935
Fiscal Analyst and Coordinator	73,372	75,375	77,379	79,382	81,386	83,390	85,393	87,397	89,400	91,404	92,775	93,935
Gifted Services & Special Projects Coordinator	73,372	75,375	77,379	79,382	81,386	83,390	85,393	87,397	89,400	91,404	92,775	93,935

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any FLSA Exempt Status employee new to the District may be given experience credit for not more than six (6) years (7th step) of previous related experience.

Longevity:  
 14th Year \$1,934  
 19th Year \$1,934  
 24th Year \$1,934

Training Credit:  
 Associates Degree \$2,107  
 Four Year College Degree \$3,161  
 Masters In Related Field \$4,214

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Vacation leave shall be earned and posted on a monthly basis. Twelve month employees shall earn vacation in accordance with the following schedule.  
 10 Days (0.833 per mo.) = Less than seven (7) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 15 Days (1.250 per mo.) = Seven (7) but less than fifteen (15) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 20 Days (1.667 per mo.) = Fifteen (15) years or more of performing like work in private industry or other government/non-profit in a twelve month position.  
 The maximum amount of vacation leave an employee may carry is their annual accumulation plus 15 days.  
 Service credit conversion for vacation purposes shall be calculated based on the provisions of the current BCEA negotiated agreement.  
 All other vacation provisions shall follow the provisions of the current BCEA negotiated agreement.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.

Beavercreek City School District  
 Manager/Coordinator Salary Schedule  
 BOE Approved:  
 Effective 8/1/2021-7/31/2022

Base Salary: \$88,519  
 Effective: August 1, 2021

Work Days	1	2	3	4	5	6	7	8	9	10	11	12
FLSA Exempt Status Employees:	58,467	60,706	62,946	65,185	67,425	69,594	71,762	73,931	76,100	78,330	79,505	80,499
Public Relations Specialist	70,824	72,878	74,931	76,985	79,039	81,092	83,146	85,200	87,253	89,307	90,647	91,780
Network and Systems Administrator	75,206	77,259	79,313	81,367	83,420	85,474	87,528	89,581	91,635	93,689	95,094	96,283
Management Information Systems Coordinator	75,206	77,259	79,313	81,367	83,420	85,474	87,528	89,581	91,635	93,689	95,094	96,283
Fiscal Analyst and Coordinator	75,206	77,259	79,313	81,367	83,420	85,474	87,528	89,581	91,635	93,689	95,094	96,283
Gifted Services & Special Projects Coordinator	75,206	77,259	79,313	81,367	83,420	85,474	87,528	89,581	91,635	93,689	95,094	96,283

NOTE: The steps on the salary schedule do not indicate automatic advancement, automatic movement, or right of advancement, but are merely a guide for salary schedule placement. Any FLSA Exempt Status employee new to the District may be given experience credit for not more than six (6) years (7th step) of previous related experience.

Longevity:  
 14th Year \$1,976  
 19th Year \$1,976  
 24th Year \$1,976

Training Credit:  
 Associates Degree \$2,160  
 Four Year College Degree \$3,240  
 Masters In Related Field \$4,320

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Vacation leave shall be earned and posted on a monthly basis. Twelve month employees shall earn vacation in accordance with the following schedule.  
 10 Days (0.833 per mo.) = Less than seven (7) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 15 Days (1.250 per mo.) = Seven (7) but less than fifteen (15) years of performing like work in private industry or other government/non-profit in a twelve month position.  
 20 Days (1.667 per mo.) = Fifteen (15) years or more of performing like work in private industry or other government/non-profit in a twelve month position.  
 The maximum amount of vacation leave an employee may carry is their annual accumulation plus 15 days.  
 Service credit conversion for vacation purposes shall be calculated based on the provisions of the current BCEA negotiated agreement.  
 All other vacation provisions shall follow the provisions of the current BCEA negotiated agreement.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.

Beavercreek City School District  
 Non-Bargaining Unit/Exempt Confidential Employees (Central Office)  
 Pay Schedules - FY2020  
 BOE Approved:  
 Effective 7/1/2019-6/30/2020

Salary % Increase: **103.00%**

	STEP & HOURLY RATE											
	1	2	3	4	5	6	7	8	9	10	11	12
Executive Secretary	26.18	26.58	26.99	27.43	27.85	28.25	28.68	29.10	29.69	30.26	30.70	31.10
Department Secretary	25.73	26.18	26.58	26.99	27.43	27.85	28.25	28.68	29.26	29.85	30.30	30.66
Secretary	24.86	25.28	25.69	26.11	26.55	26.94	27.39	27.82	28.38	28.92	29.36	29.72
Payroll & Benefits / Accounting Specialist	26.18	26.58	26.99	27.43	27.85	28.25	28.68	29.10	29.69	30.26	30.70	31.10
Copy Center Manager	21.71	22.15	22.55	22.98	23.39	23.78	24.23	24.64	25.15	25.65	26.04	26.35
Receptionist	21.43	21.85	22.27	22.67	23.12	23.57	23.98	24.38	24.84	25.35	25.73	26.06
Lead Computer Technician	25.73	26.18	26.58	26.99	27.43	27.85	28.25	28.68	29.26	29.85	30.30	30.66
Computer Technician	23.55	23.95	24.31	24.70	25.13	25.52	25.89	26.33	26.83	27.39	27.80	28.15

Longevity:  
 14th Year \$0.91  
 19th Year \$0.91  
 24th Year \$0.91

Employee designated as computer system operator will receive and additional \$0.75 per hour.

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.



Beavercreek City School District  
 Non-Bargaining Unit/Exempt Confidential Employees (Central Office)  
 Pay Schedules - FY2021  
 BOE Approved:  
 Effective 7/1/2020-6/30/2021

Salary % Increase: 102.50%

	STEP & HOURLY RATE											
	1	2	3	4	5	6	7	8	9	10	11	12
Executive Secretary	26.83	27.24	27.66	28.12	28.55	28.96	29.40	29.83	30.43	31.02	31.47	31.88
Department Secretary	26.37	26.83	27.24	27.66	28.12	28.55	28.96	29.40	29.99	30.60	31.06	31.43
Secretary	25.47	25.91	26.33	26.76	27.21	27.61	28.07	28.52	29.09	29.64	30.09	30.46
Payroll & Benefits / Accounting Specialist	26.83	27.24	27.66	28.12	28.55	28.96	29.40	29.83	30.43	31.02	31.47	31.88
Copy Center Manager	22.25	22.70	23.11	23.55	23.97	24.37	24.84	25.26	25.78	26.29	26.69	27.01
Receptionist	21.97	22.40	22.83	23.24	23.70	24.16	24.58	24.99	25.46	25.98	26.37	26.71
Lead Computer Technician	26.37	26.83	27.24	27.66	28.12	28.55	28.96	29.40	29.99	30.60	31.06	31.43
Computer Technician	24.14	24.55	24.92	25.32	25.76	26.16	26.54	26.99	27.50	28.07	28.50	28.85

Longevity:  
 14th Year \$0.93  
 19th Year \$0.93  
 24th Year \$0.93

Employee designated as computer system operator will receive and additional \$0.75 per hour.

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.

Beavercreek City School District  
 Non-Bargaining Unit/Exempt Confidential Employees (Central Office)  
 Pay Schedules - FY2022  
 BOE Approved:  
 Effective 7/1/2021-6/30/2022

Salary % Increase: 102.50%

	STEP & HOURLY RATE											
	1	2	3	4	5	6	7	8	9	10	11	12
Executive Secretary	27.50	27.92	28.35	28.82	29.26	29.68	30.14	30.58	31.19	31.80	32.26	32.68
Department Secretary	27.03	27.50	27.92	28.35	28.82	29.26	29.68	30.14	30.74	31.37	31.84	32.22
Secretary	26.11	26.56	26.99	27.43	27.89	28.30	28.77	29.23	29.82	30.38	30.84	31.22
Payroll & Benefits / Accounting Specialist	27.50	27.92	28.35	28.82	29.26	29.68	30.14	30.58	31.19	31.80	32.26	32.68
Copy Center Manager	22.81	23.27	23.69	24.14	24.57	24.98	25.46	25.89	26.42	26.95	27.36	27.69
Receptionist	22.52	22.96	23.40	23.82	24.29	24.76	25.19	25.61	26.10	26.63	27.03	27.38
Lead Computer Technician	27.03	27.50	27.92	28.35	28.82	29.26	29.68	30.14	30.74	31.37	31.84	32.22
Computer Technician	24.74	25.16	25.54	25.95	26.40	26.81	27.20	27.66	28.19	28.77	29.21	29.57

Longevity:  
 14th Year \$0.95  
 19th Year \$0.95  
 24th Year \$0.95

Employee designated as computer system operator will receive and additional \$0.75 per hour.

Sick leave taken during a week will be accumulated and charged in 1/4 day increments.

Unless otherwise specified above, all other compensation / benefit provisions of the current BCEA negotiated agreement apply.

**FOOD SERVICE AGREEMENT BETWEEN  
BEAVERCREEK CITY SCHOOLS  
BOARD OF EDUCATION  
AND  
EAST DAYTON CHRISTIAN SCHOOL**

This Food Service Agreement ("Agreement") entered into on July 19, 2019, by and between Beaver Creek City School District Board of Education (BCS), 3040 Kemp Road, Beavercreek, OH 45431 and East Dayton Christian School, 999 Spinning Road, Dayton, OH 45431, is entered into by the parties under the following terms and conditions.

**WHEREAS**, East Dayton Christian School ("EDCS") has expressed a desire to purchase school breakfast and lunch as well as extra milk from BCS.

**WHEREAS**, Beaver Creek City Schools Student Nutrition Department has the ability to fulfill the student nutrition needs of EDCS by providing school breakfast and lunch as well as extra milk for purchase starting August 20 of the 2019-2020 school year, for three (3) consecutive school years, and ending on the last day of the 2021-2022 school year for BCS.

**WHEREAS**, should the terms of the Agreement prove successful for both parties during the period stated above herein, then the parties agree that the terms of this Agreement shall automatically extend to the 2022-2023 school year, and will be effective on August 1, 2022, for a period of one (1) year until the last scheduled school day for students at BCS, with no further action required by either party to effectuate the automatic extension; and

**WHEREAS**, should the terms of the Agreement prove not to be successful for either party during the time period stated herein, or during automatic extension term of one year, then either party may act to terminate this Agreement by providing the other party with written notice of same at least sixty (60) calendar days prior to the effective date of termination. Notice shall be given as follows:

To Beaver Creek City Schools:

Joshua Ashley

1258 Hickory Drive

Beavercreek, OH 45434

To East Dayton Christian School

Lucinda Hume

999 Spinning Road

Dayton, OH 45431

**NOW, THEREFORE, BE IT RESOLVED**, that the parties hereto hereby agree as follows:

1. Subject to the approval of the Ohio Department of Education, Office for Child Nutrition, BCS hereby agrees to provide school breakfast and lunch as well as extra milk and Smart Snack approved *a la carte* items to EDCS for purchase starting August 20 of the 2019-2020 school year, for three (3) consecutive school years, and ending on the last day of the 2021-2022 school year for BCS.
2. The following school meal programs are included under this Agreement:
  - a. National School Lunch Program
  - b. School Breakfast Program
  - c. A la carte Milk
  - d. Smart Snack approved *a la carte* items
3. During the term of this Agreement, BCS will remain responsible for providing EDCS a copy of the current Free and Reduced-Price School Meal Application for distribution to households. BCS will be responsible for processing the applications including determining eligibility, notifying applicants, completing verification requirement, providing a Hearing Official and updating eligibility changes, and for reporting same;
4. During the term of this Agreement, BCS will remain responsible for point-of-service counts by eligibility category and for recording the reporting those counts;
5. During the term of this Agreement, BCS will compile monthly claims for reimbursement and will perform the required attendance-adjusted eligible edit check prior to submitting to the Ohio Department of Education. EDCS will be responsible for providing BCS with the highest student enrollment for each monthly reimbursement claim.
6. The unit meal price under the terms of this Agreement will be as follows for year 1 of the contract:

School Lunch Program

- a. Pre-K – 8<sup>th</sup> Grade: \$2.50
- b. 9<sup>th</sup> – 12<sup>th</sup> Grade: \$2.75
- c. Adult Meals: \$3.25

School Breakfast Program

- a. Pre-K – 8<sup>th</sup> Grade: \$1.75
- b. Adults Meals: \$2.25

A la Carte Milk

- a. Pre-K – 12<sup>th</sup> Grade \$0.50
- b. Adults: \$0.50

Each consecutive year, a meal price analysis will be conducted to determine pricing for the subsequent years.

7. During the term of this Agreement, EDCS will be responsible for collecting monies received from students and prepared for a daily deposit that will be picked up by a BCS employee for deposit. EDCS will have a daily deposit sign-off sheet that shows the dollar amount that will be picked up and the BCS employee picking up the deposit will sign-off for receiving said amount.
8. EDCS will be responsible for notification of number of meals to be purchased. Notification of meals will be required by 8:30 AM to the BCS Student Nutrition Department via phone call or email to the following contacts:
  - a. Phone call to (937) 458-2446
  - b. E-mail to Student Nutrition Administrative Assistant:  
[Dawn.Kacvinsky@beavercreek.k12.oh.us](mailto:Dawn.Kacvinsky@beavercreek.k12.oh.us)
9. During the term of this Agreement, BCS and its employees will be responsible for all commodity procurement, commodity receiving, commodity storing, commodity distribution, menu planning, and quality standards as well as compliance with all regulations regarding same applicable to school breakfast and lunch programs. BCS will not be responsible for providing any employees to EDCS, but if available, BCS will attempt to provide substitutes in the case EDCS food service worker is unable to work: or any coordination or oversight of any EDCS food service operations; or the serving of any meals at EDCS. Any equipment and supplies purchased or provided by BCS will remain the property of BCS. Upon termination of this agreement, such equipment and supplies will be retained and returned to BCS. BCS will provide a labor reimbursement to EDCS, not to exceed the EDCS planned student school days plus two days for opening and closing the kitchen. Calamity days will not be paid days. There will be (3) positions: one (1) hour to serve breakfast and two – (4) hour positions for lunch. The (1) hour to serve breakfast and one of the (4) hour positions will be paid at eleven dollars (\$11.00) per hour plus eighteen percent (18%) for payroll taxes. The other (4) hour position will be paid at ten (\$10.00) per hour plus eighteen percent (18%) for payroll taxes. To receive payment for these hours EDCS will be required to provide BCS with employee dated and signed time sheets. EDCS will submit time sheets on a monthly basis. EDCS will be reimbursed for those hours within ten (10) business days of submittal.
10. Both BCS and EDCS will maintain all school meal program records as well as Free and Reduced-Price School meal applications generated under the terms of this Agreement in accordance with applicable record retention periods provided by law;
11. No student will be involved in any aspect of this Agreement;
12. The parties agree to indemnify, defend and hold harmless one another, their respective members, officials, employees and agents, from and against any and all losses, liabilities, damages, claims and all related costs and expenses as a result of the failure of the other party, its members, officials, employees, or agents, to perform any duty, responsibility or obligation imposed by the Agreement, or any act or omission by either party, its members, officials, employees, or agents, while providing services under this Agreement that results in injury, death or loss to person or property, breach of contract, or a violation of applicable statutory or common law; BCS obligations under this paragraph are limited to amounts specifically appropriated for such purposes by BCS.
13. The parties acknowledge that in BCS supplying such services to EDCS under this Agreement, BCS is acting as an independent contractor, and BCS has the sole obligation to supervise, manage,

contract, direct and control all work to be performed by its employees under this Agreement. The relationship of the parties under this Agreement shall not constitute a partnership or joint venture for any purpose;

14. The parties acknowledge that liability under this Agreement shall be limited to direct actual damages only, and that all other remedies or damages at law or in equity are waived. Neither party shall be liable for consequential, incidental, punitive, exemplary or indirect damages, loss profits or other business interruption damages, by statute, and tort or contract under any indemnity provision or otherwise;
15. This Agreement constitutes the entire agreement between the parties and any and all prior tentative agreements, whether written or oral, are hereby superseded;
16. This agreement shall not be modified or amended except by an instrument in writing executed by both parties.
17. If, after the date of this Agreement, any provision to this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, such provision shall be fully severable and shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

**IN WITNESS HEREOF**, the parties have executed this Agreement and affixed their signature on the lines below, in accordance with resolution of their governing bodies.

BEAVERCREEK CITY SCHOOL DISTRICT  
BOARD OF EDUCATION

EAST DAYTON CHRISTIAN SCHOOL

\_\_\_\_\_  
By

\_\_\_\_\_  
By

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**BEAVERCREEK CITY SCHOOL DISTRICT**  
**JOB DESCRIPTION**

**Title:** **DEPARTMENT OFFICE ASSISTANT** **File 551**

**Reports to:** Department Supervisor

**Job Objectives:** Performs a variety of general office duties. Assist dispatcher and administrative assistant in daily duties.

**Minimum Qualifications:**

- High school diploma. Post-secondary training is desirable.
- Meets all mandated health requirements (e.g., a negative tuberculosis test, etc.).
- Documented evidence of a clear criminal record.
- Congenial telephone etiquette
- Proficient in office protocol and the use of business equipment.
- Proficient in the use of business software and the maintenance of records.
- Proficient in data entry, spelling, proofreading and the correct use of grammar.
- Bookkeeping skills and the ability to apply advanced mathematical concepts.
- Multitasking ability and strong interpersonal skills.
- Self-directed and able to learn required skills for the position.

**Responsibilities and Essential Functions:** The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Performs secretarial and administrative support functions. Organizes and maintains a functional filing system that ensures the safe retention of office records. Keeps materials properly filed to maintain an orderly office.
- Upholds board policies and follows administrative procedures.
- Promotes a favorable image of the school district.
- Acknowledges visitors. Determines the reason for their visit. Answers questions. Verifies appointments. Directs visitors to the appropriate person or office.
- Refers inquiries requiring policy interpretation to administrative staff.
- Answers the telephone. Directs calls based on the nature of the inquiry. Takes messages. Manages calls efficiently to keep telephone lines open.
- Maintains an office calendar. Schedules appointments as directed.
- Helps communicate information about weather delays and emergencies.
- Strives to develop rapport with others. Respects personal privacy. Maintains the confidentiality of privileged information.
- Processes incoming, outgoing and interoffice mail, faxes and emails.
- Helps prepare bus routes. Distributes routing information to bus drivers/students/parents and building administrators.
- Responds to new residents requests for transportation information.
- Prepares transportation rosters (e.g., student names, grade levels, school attended, bus identification, pick-up and drop off points, time schedules, etc.)
- Prepares accurate up-to-date list of student information on each bus.
- Helps schedule non-routine use of school buses (e.g., field trips, athletic contest, community requests, etc.).
- Prepares trip reports. Prepares data for financial forecasting.
- Prepares materials for bus safety programs.
- Processes student misconduct reports.
- Prepares bus accident reports. Maintains insurance files.
- Monitors bus communications. Conveys information as needed.

- Maintains bus driver's records.
- Maintains vendor files. Obtains price quotes.
- Monitors inventories and reorders supplies to maintain reliable service levels.
- Prepares requisitions. Encumbers the proper account. Maintains procurement information (e.g., transmittal letters, contracts, confirmations, warrants, negotiated price agreements, delivery dates, etc.).
- Verifies deliveries. Investigate discrepancies. Processes approved invoices for payments. Post expenditures. Maintains a completed payment file.
- Works cooperatively with Department administrative assistant.
- Assist in arranging sub employees for proper coverage.
- Assist in helping all department staff with time sheets and correcting reported time accurately.
- Takes precautions to insure student safety. Reports unauthorized persons or suspicious circumstances immediately.
- Reports evidence of suspected child abuse as required by law.
- Provides assistance to other departments as directed.
- Keeps current with advances in office technology. Updates office procedures. Participates in staff meetings and professional growth activities as directed.
- Accepts responsibility for personal decisions and conduct. Serves as a positive role model for others.
- Performs other specific job-related duties as directed.

**Abilities  
Required:**

The following aptitudes and physical skills are essential for the successful performance of assigned duties.

- Demonstrates professionalism and maintains a positive work attitude.
- Takes the initiative to identify and solve problems independently.
- Works cooperatively to support a successful team effort.
- Communicates effectively using verbal, nonverbal and writing skills.
- Reacts productively to interruptions and changing conditions.
- Operates office equipment efficiently and accurately.
- Lifts, carries, and/or moves work-related supplies and equipment.
- Maintains an acceptable attendance record and is punctual.
- Travels to meetings and work assignments.
- Demonstrates and helps provide a safe work environment.

**Supervisory  
Responsibility:**

Under the direction of the Department Supervisor and Assistant Supervisor: Schedules meaningful work assignments, provides instructions and communicates expectations to assigned staff.

**Working  
Conditions:**

Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Potential for exposure to blood borne pathogens and communicable diseases.
- Potential for interaction with disruptive and/or unruly individuals.
- Duties may require exposure to medications, cleaning solvents, air borne particulates, and odors.
- Duties may require operating and/or riding in a vehicle.
- Duties may require prolonged use of a computer keyboard and monitor.
- Duties may require detailed paperwork.
- Duties may require working under time constraints to meet deadlines.



**Performance Evaluation:** Job performance is evaluated according to the policy provisions adopted by the Beavercreek City School District Board of Education.

The Beavercreek City School District Board of Education is an equal opportunity employer offering employment without regard to race, color, religion, sex, national origin, age, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events.

RESOLUTION OF THE BEAVERCREEK BOARD OF EDUCATION

BE IT RESOLVED, by the Beaver Creek Board of Education, that the Board hereby:

Agrees to join the Optimal Health Initiatives Consortium (hereinafter referred to as "OHI"), a consortium of political subdivisions that maintains jointly administered arrangements as permitted by and provided under Section 9.833 of the Ohio Revised Code to provide sickness, accident and other benefits for participating members and those member's employees and dependents;

Agrees to comply fully with the terms of the Agreement to Add the Beaver Creek City School District as a Member of OHI (hereinafter the "Agreement"), and more particularly a member of Butler Health Plan, Southwest Division of OHI (hereinafter referred to as "BHP"), a controlling Division of OHI established by the Amended and Restated Agreement of OHI, the corresponding OHI By-Laws, and the Trust established by OHI (such Agreement, By-Laws, and Trust as amended and/or as may be amended from time to time, being hereinafter referred to as the "OHI Documents"); and

Agrees to comply fully with the terms of the OHI Documents and the By-Laws of BHP (as they have been, and may be, amended);

Agrees to pay all applicable OHI and BHP premiums, as provided in the Agreement, the OHI Documents, and the BHP By-Laws; and

Authorizes the President and Treasurer of this Board to:

1. Execute the Agreement; and
2. Execute any other documents reasonably required in order to fully effectuate the intent of this resolution.

Beaver Creek City School District

By: \_\_\_\_\_  
Jo Ann Rigano, President  
Beaver Creek Board of Education

By: \_\_\_\_\_  
Paul Otten, Superintendent  
Beaver Creek City Schools

By: \_\_\_\_\_  
Penelope R. Rucker, Treasurer  
Beaver Creek City School District