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CEA Voice
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endorsement.

Benefits Open Enrollment; It's Required

During Open Enrollment (Oct. 12–30, 2020), all benefit-eligible bargaining unit members must do one of the following:

1. Reconfirm any current benefit elections. Note that if you are planning to contribute to an FSA in 2021 you will need to make an election. Your 2020 election **will NOT** rollover.
2. Elect or make changes to benefits (add or delete dependents, update beneficiary information, etc.) It is important to know, if you are adding a new dependent to any of your Core benefits (medical, dental or vision), you will be contacted via CCS email by HMS (the third party verification administrator for CCS) to provide eligibility documents. Review page 7 of the 2021 benefits guide for detailed information.

Employee Self Service (ESS) will be used for the 2021 benefits enrollment process to enroll in CORE benefits (medical,

Welcome to Your Open Enrollment for Benefits

dental, vision, and life). Make sure you are able to log on to ESS PRIOR to the start of Open Enrollment to ensure you are able to access the system at <https://columbus.munisselfservice.com/default.aspx>.

Benefit choices made during Open Enrollment will be effective Jan. 1, 2021.

This year's Open Enrollment is completely virtual. To participate in Open Enrollment, benefits-eligible bargaining unit members can:

1. Meet online with a Benefits Counselor in a co-browsing session or over the phone. To schedule your meeting ahead of time, visit <https://bit.ly/34f9HBJ>. Scheduled Call Center appointments will be available from 10 a.m. to 6:30 p.m. Monday through Friday. You must be able to access ESS and join the Benefits Counselor on a computer with the ability to print your confirmation statement. You will be responsible for entering your information into ESS with Counselor assistance. Please note, if you are planning to make changes to your Voluntary Benefits, you must schedule a call with a Benefits Specialist, as Voluntary Benefits cannot be changed in ESS. Voluntary benefits include; short-term disability, critical illness, accident coverage, life insurance and pet insurance. You can also terminate any coverages during your meeting with the Benefits Specialist or call 1-800-735-0080 to terminate coverage.
2. Use ESS to confirm, change or waive your Core benefit elections on your own time. It is important to know that CCS must report health care coverage information for its employees and their dependents to the federal government. Please ensure the Social Security Numbers, dates of birth, and genders are entered correctly into ESS. Once you have submitted your elections, you should receive a confirmation page to your CCS email. If you do not receive the email, double check your submitted your elections.

As always, if you have questions regarding the Open Enrollment Process or about the plans, contact CCS Benefits Department by emailing them at benefitquestions@columbus.k12.oh.us or calling (614) 365-6475. Benefits information can found on the CCS Benefits page at <https://www.ccssoh.us/employeebenefits>.

The CEA Master Agreement is set to expire in fewer than 681 days.

Important Health and Safety Information

As you have likely heard, Columbus City Schools has begun to exercise its authority under the law to recall certain groups of our members to in-person work at CCS locations. First and foremost, it is important for you to know that your Union continues to believe that remote work is the safest option in the current pandemic situation and continues to advocate against district directives. Furthermore, we have been clear with district leaders that emails with titles like “Return to Work” are insulting and demeaning to our members who have worked tirelessly since March, despite very limited resources, to continue delivering excellent education in the midst of a global pandemic. Finally, it is important for you to know that the district has the right to direct your return to in-person work. When this occurs, CEA is committed to fighting for proper health and safety measures, upholding our *Master Agreement* and MOU, and communicating individually available options to CEA members. If you have questions about your individual status, reach out to the CEA office.

Options for any CEA Member Recalled to Work

Families First Coronavirus Response Act (FFCRA) – If you are caring for minors whose school or daycare is closed/unavailable, you or a household member have tested positive for COVID-19, are exhibiting symptoms, waiting for test results, or are under a quarantine order you likely qualify for FFCRA leave. The FFCRA is an expansion of the widely known Family Medical Leave Act (FMLA) passed as part of the CARES act, and is available through Dec. 31, 2020, unless Congress passes an extension. FFCRA includes two major components; Emergency Paid Sick Leave (EPSL) and Emergency Extended FMLA (EFML). These leaves, combined, can cover up to 12 weeks of paid leave. They are in addition to district leaves and do not affect sick leave balance. The member may elect to use sick leave simultaneously to receive full pay instead of the 2/3 pay provided for by FFCRA. These leaves can be used intermittently just like FMLA. Finally, it is extremely important to know that the district is offering remote work as an option in lieu of FFCRA leave, if approved by your supervisor.

- More information on FFCRA from the District FAQ: <https://bit.ly/2Si7Gzo>
- Apply for FFCRA, EPSL, or Remote Work In Lieu: <https://bit.ly/2HNT2he>
- Apply for FFCRA, EFML (after applying for EPSL above): <https://bit.ly/3na0gMA>

If you are denied or have questions specific to your situation, contact the CEA office.

Americans with Disabilities Act (ADA) – The ADA is a Federal Law that requires employers to make reasonable accommodations for individuals with a diagnosed disability. If you have been diagnosed with a physical condition which puts you in a COVID-19 High Risk Category (see <https://bit.ly/3cRwmYL>) or a mental health condition that is worsened by the COVID-19 pandemic you may be eligible for accommodations under the ADA. These accommodations can include, but are not limited to, additional PPE, increased distancing, transfer to a vacant position with less contact with other people, remote work, or even medical leave.

- Apply for ADA Accommodation at <https://bit.ly/2ScYnR6>

If you are denied or have questions specific to your situation, contact the CEA office.

Unpaid Medical Leave – All Board of Education employees are eligible for Unpaid Medical Leave of up to two years according to the Ohio Revised Code 3319.13. If you do not fall in to one of the categories above and do not wish to return to work in the current environment, this is an option available to you. Contact the CEA Office for more information.

Health and Safety

The health and safety of CEA members, our students, and school community remains the number one priority of your Union. As a reminder, our MOU contains specific health and safety protocols as well as an expedited reporting process for health and safety issues. CEA has made clear to district leaders that all

options remain on the table, including health and safety work stoppages if proper COVID-19 protocols, are not followed. If you feel unsafe at work due to violation of COVID-19 protocols or for other reasons, immediately notify CEA at CEAhealthsafety@ceaohio.org.

Contract/MOU Enforcement

Our *2019–2022 Master Agreement* and Return to School MOU remain in full force and effect. If you are asked to alter your work schedule, assignments, or duties in conjunction with a return to in-person work, notify your CEA Faculty Representative or the CEA Office immediately. Any changes to the *Master Agreement* or MOU must be bargained with CEA and cannot be unilaterally implemented. Continue to notify your CEA Faculty Representative if you observe administrative actions, or are directed to complete a task, in violation of our CEA Agreements. Finally, administrators attempting to bargain with individual members or groups of members, regarding a return to work or any working conditions) directly, without including CEA, is a violation of state law. **Be alert and notify CEA immediately.**

After State Fails to Act on KRA, CEA Intervenes for Member Safety

The State Board of Education failed to act on any modifications to the Kindergarten Readiness Assessment requirement for in-person testing during their meetings on Sept. 19 and 20. As a result, all school districts are required to conduct the KRA in-person, regardless of their status of providing virtual or hybrid learning. Fortunately, your union prepared for this setback by meeting with CEA members to survey them about safety concerns and to inform them of their rights to apply for FFCRA leave or ADA accommodations.

Upon learning of the State’s failure to act, CEA went to work immediately using feedback from our meetings and surveys to demand adjustments to the District’s KRA safety plan; most notably, absolute clarity about who was responsible for cleaning testing stations in between assessments and the addition of sneeze guards (plexiglass shields) to be provided for each member conducting assessments. Despite initial pushback, we are pleased to report that the district responded to our demands by notifying us that building custodians will be responsible for cleaning testing stations and that sneeze guards will be provided at each testing station. This would not have happened without the participation of CEA members in their Union and the tireless fight of CEA leadership to ensure member health and safety. As we face a growing list of challenges this school year, we continue to prioritize the safety of our students, members, and school community.

Building Substitutes

Last spring, the HR department began to offer each school the opportunity to have the option of having a building substitute. That individual would be assigned to a building and be the first person to call on to fill an absence. To receive a building substitute, administrators simply had to request that one be provided—at no cost to your principal’s budget. Principals who have not yet requested a building substitute may still do so by emailing sems@columbus.k12.oh.us.

Your Union would like to thank the principals at the following schools for requesting a building substitute:

Arts Impact MS, Avalon ES, Avondale ES, Berwick PreK–8, Binns ES, Briggs HS, Broadleigh ES, Buckeye MS, Cassady ES, Champion MS, Clinton ES, Colerain ES, Columbus Downtown HS, Columbus North Intl. HS 7–12, Columbus Scioto 6–12, Como ES, Cranbrook ES, East Linden ES, Easthaven ES, École Kenwood K–6, Fairmoor ES, Forest Park ES, Gables ES, Gifted & Talented, Independence HS, Indian Springs ES, Indianola Informal K–8, Innis ES, Liberty ES, Linden STEM Acad. PreK–6, Linden-McKinley STEM 7–12, Maize ES, Marion-Franklin HS, Medina MS, Mifflin HS, Mifflin MS, Northland HS, Oakmont ES, Olde Orchard ES, Ridgeview MS, Shady Lane ES, South HS 7–12, Southwood K–6, Sullivant ES, Valleyview ES, Walnut Ridge HS, Wedgewood MS, Weinland Park ES, West Broad ES, West Mound ES, Westgate ES, Westmoor MS, Winterset ES, Woodward Park @Walden, and Yorktown MS.

Grievance Update

Your Association works hard to protect your rights and maintain the integrity of the negotiated contract. While we advise bargaining unit members to work out problems at the building level first, we know this isn't always possible. We will regularly inform you of the grievances on which CEA is working.

Building/Unit/Administrator	Statement of Grievance	Relief Requested	Disposition
South HS Edmund Baker	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the principal of South HS, Edmund Baker, failed to adjust classroom numbers so that the class sizes/student load for teacher(s) at South HS meet contractual requirements.	That the principal immediately adjust numbers to make all classes and student loads for teacher(s) in the building compliant with the numbers required in the contract; and that no reprisals be taken against any member of the bargaining unit because of the filing of this grievance and that NO reprisals be taken against the grievant because of filing of this grievance.	Arbitrator selected. Arbitration hearing date pending.
CCS Administration	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the Board failed to provide the sufficient number of elementary physical education teacher(s) at Berwick K-8 to ensure physical education once per week in grades K-5 for 45 minutes.	That the Board provide a sufficient number of elementary physical education teacher(s) at Berwick K-8 to ensure physical education once per week in grades K-5 for 45 minutes and that NO REPRISALS be taken against the grievant or any other bargaining unit member due to the filing of this grievance.	Step II Hearing pending.
East Columbus ES Jamie Spreen	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the principal of East Columbus ES, Jamie Spreen, failed to provide appropriate administrative support to the grievants in the discipline of their students.	That the grievants shall be made whole in every way, including, but not limited to the following: that principal provide appropriate administrative support to the affected bargaining unit members and that NO REPRISALS be taken against the grievants or any other bargaining unit member due to the filing of this grievance.	Step I Hearing pending.
Beechcroft HS Samuel Johnson	<p>1. The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the 2019-2022 CEA-CCS Master Agreement, including but not limited to Articles 203, 905.01, and 905.04(J), when the administrator, Samuel Johnson unilaterally designated "Department Co-Chairs" and modified the Department Chair position supplemental pay rate at Beechcroft High School.</p> <p>On or about August 31, 2020, the Association was informed via e-mail by Samuel Johnson, acting in his capacity of Agent of the Board, that management was asserting its right to designate "Department Co-Chairs and modify Department Chair position supplemental pay citing past practice. The e-mail read, in relevant part:</p> <p>"It seems that in the past CCS High Schools did not ask or receive permission from the Reform Panel to split the Department Chair Position with two teachers. Requesting Beechcroft to do so would set precedent. Why should Beechcroft High School be any different? Are there no other high schools within the District with Co-Department Chairs? Can you provide any evidence that corroborates your argument that to split the chair position it is necessary to move this issue to Reform Panel? As a result, requesting Beechcroft High School to obtain permission from the Reform Panel this year is arbitrary. As you have been selected as Co-Chairs for your department this year, please provide your consent to me by Friday September 4th at 5:00 p.m."</p> <p>Arbitrators and courts have routinely held that an assertion of past practice is invalid if the underlying circumstances have significantly changed. The parties overhauled the department chair position entirely during negotiations for the 2019-2022 CEA-CCS Master Agreement, including but not limited to the number of Department Chair positions, job duties, and the rate of supplemental pay. The BOARD's assertion of a "Past Practice" is invalid as the underlying circumstances have significantly changed.</p> <p>2. In addition, The Columbus City Schools Board of Education and/or its agent, violated, misinterpreted, and or misapplied provisions of the 2019-2022 CEA-CCS Master Agreement, including but not limited to Article 203 when the administrator, Samuel Johnson arbitrarily and capriciously removed and replaced Amanda Cox, Tara Fox, Rochelle Salyers, and Deborah Eberhardt after announcing their selection as Department Chairs on 8/20/2020, allowing them to commence work on BLT as part of their Department Chair duties on 8/24/2020 and then removing and replacing them without prior notification on 9/4/2020.</p> <p>A. Announcement of Department Chairs 8/20/2020 "Welcome Back Staff Email" B. Commenced work on BLT The grievant(s) began their duties as Department Chairs with work on the BLT as evidenced in an email regarding the BLT Agenda and Zoom link for the 8/24/2020 scheduled BLT Meeting. C. Email Notification of Removal and Replacement On or about, 9/4/2020 the grievant(s) were notified of their removal and replacement via the "Focus for the Week of September 8-11, 2020" staff email, which read in relevant part, "The following educators will collaborate through a structure of shared leadership to support the execution of the vision and mission of Beechcroft High School!"</p>	<p>The association requests that the grievant(s) be made whole in every way, including but not limited to the following: The Board shall cease and desist from unilaterally designating Department Co-Chairs and unilaterally altering the Department Chair supplemental pay rate, and shall comply with articles 203, 905.01, and 905.04(J) of the CEA-CCS 2019-2022 Master Agreement. All Department Chairs unilaterally removed during September 2020 shall be reinstated to their Department Chair position and shall be paid their full supplemental rate. All replacement Department Chairs designated in September 2020 by the Board shall be paid the appropriate prorated portion for work performed of the supplemental rate for Department Chairs per the CEA-CCS Master Agreement.</p>	<p>The Association on behalf of Amanda Cox, Tara Fox, Rochelle Salyers, Deborah Eberhardt and all affected bargaining unit members</p> <p>In Re: Grievance</p> <p>In compliance with the Master Agreement, management agrees to grant the requested relief and reinstate the original seven Department Chairs for the 20-21 school year.</p> <p>In addition, management agrees to pay a pro-rated co-chair rate of pay for the time frame of August 24, 2020 to the date the grievance was filed, September 14, 2020 to the following teachers:</p> <p>The following teachers will be paid a pro-rated co-chair rate of pay for the time frame of September 4 to September 14, 2020</p>

Your Dues Dollars At Work: Mini-Grants

CEA is pleased to announce the Fall 2020 CEA Foundation Mini Grants available to ALL CEA members. The CEA Foundation's mission is to empower CEA members to design and implement innovative initiatives that will ultimately lead to higher achievement for all students. There are three mini grants for members to choose from:

- **Early Educator Mini Grant**—20 total grants up to \$300 each (for teachers in Years 1-5 of their career)
- **STEM/STEAM Mini Grant**—10 total grants up to \$600 each (open to all CEA members)
- **General Mini Grant**—25 total grants up to \$320 each (open to all CEA members)

CEA encourages members to think about supplies, materials and/or programs they personally fund. Members are eligible to receive one Mini Grant per year. Due to COVID-19, the application is online through the CEA website (www.ceahio.org) and can be

found under the 'Forms/Resources' tab.

These Mini Grants are separate from the Teacher Dream Grant and all CEA Mini Grants are funded completely through the CEA Foundation. Only CEA members are eligible to apply for the Mini Grants. Your emailed application is due no later than 4:30 p.m. on Oct. 28, 2020. If members previously sent in applications through the U.S. Mail, a new application is not needed, however, all new applications must be emailed to CEA. Please see the directions posted on the CEA website.

ABCs Continue Virtually

As we all know, these last few weeks have been an extremely trying time. However, despite these new challenges, the *CEA Master Agreement* and the recently negotiated Memorandum of Understanding are still in effect.

These documents should be your guide to solving building level problems. We are asking teachers to continue to send their

ABC concerns to their Senior Faculty Representative so that the committee can hold a virtual ABC meeting. All bargaining unit members in each building are allowed to attend ABC meetings.

You have the opportunity to attend your building's virtual ABC meeting. Senior Faculty Representatives should continue to forward ABC minutes to CEA Vice President Phil Hayes at hayesp@ceaohio.org. Your Union would like to thank the following schools/units that have submitted ABC minutes since the beginning of the school year: Beechcroft HS, Burroughs ES, Centennial HS, Columbus Gifted Academy, East Linden ES, Eastmoor Acad. HS, Huy ES/A.G Bell Program, Mifflin HS, Oakland Park ES, and Parkmoor ES.

Evaluation Update

At the beginning of the school year the Joint Evaluation Panel voted to pause virtual walk-throughs and observations in case the Ohio Department of Education (ODE) and/or legislation would have some additional guidance for school districts. The JEP agreed to reconvene on Tuesday Sept. 22, 2020, to determine how to move forward with the 2020–2021 evaluation process. The Joint Evaluation Panel voted to move forward with 2020–2021 evaluation cycle with the following caveats:

- a. Virtual walk-throughs can be conducted if a staff member is remote for three (3) or more days a week. Should the staff member return to face to face instruction three (3) or more days a week, virtual walk-throughs will no longer be permitted.
- b. Virtual observations can be conducted as long as the staff member is 100 percent remote. Should the staff member return to face-to-face instruction at least one day a week, virtual observations will no longer be permitted.
- c. There will be no virtual walk-throughs or observations of recorded material, unless a staff member initiates a request to the evaluator within five school days of the recorded lesson occurring.
- d. Should legislation pass that impacts the 2020–2021 evaluation, the committee will reconvene to make any necessary adjustments.
- e. While working virtually, if a staff member experiences a technology failure/commandeering of electronic platform which gets included in the evaluation record it would constitute a procedural error and could be appealed as such.
- f. These changes to the evaluation protocols are only effective for the 2020–2021 school year.

There is currently a proposal in the Senate, SB 358, that may impact the evaluation process. As of the Joint Evaluation Panel meeting, it had been through two hearings of the Senate Education Committee. We will share updates as they become available. If you have any questions about the Evaluation process, please reach out to Teri Mullins via email (tmullins@ceaohio.org) or call the CEA office at (614) 253-4731.

Retiring? Avoid OTES

Bargaining unit members who are planning on retiring at some point in the 2020–2021 school year can be exempted from the Ohio Teacher Evaluation System. If you would like to exercise this option, you must submit the notice of retirement by Friday, Oct. 30, to Human Resources. Go to <http://bit.ly/ccsretirere-sign> or feel free to draft your own.

While we are working remotely, you can email your notice of retirement to Terri Trigg (ttrigg@columbus.k12.oh.us) in Human Resources. If you have further questions regarding this option, contact Teri Mullins, CEA Staff Consultant at (614) 253-4731.

PAR/CEU Classes

The Peer Assistance and Review (PAR) office will be offering a series of professional growth opportunities for teachers of all skill and grade levels. Participants will receive 0.2 CEUs. Course materials will be provided.

- Oct. 6** Lesson Planning and Delivery: Add Zip & Zest to Your Lesson
- Oct. 6** Books Bring Balance-Elementary (Session 1)
- Oct. 20** Virtual Instruction Platforms
- Oct. 20** Books Bring Balance-Elementary (Session 2)

Register today on PD Planner for any or all of these sessions. All classes will be held from 4:30–6:30 p.m. Call the PAR Office at (614) 365-5110 for more information or ask your PAR CT if you have questions.

Only CEA Members' Children Get Free College Scholarships

The CEA Member Scholarship Fund is now open for applications. This benefit is for our members with children who are college seniors. The fund provides \$1,500 in tuition assistance for each senior attending a four-year college or university. Eligible students are college seniors between Sept. 2020 and June 2021 with at least a 2.0 GPA. Payment will be made directly to the college or university. Parents or guardians must have taught in the Columbus City Schools for four years prior to the application date and must be continuous CEA or CEA-R members. To download the application, go to <https://bit.ly/2FXMf3r>.

The deadline is 4:30 p.m. on Friday, Oct. 23. If you have questions, call Kathy Wilkes at (614) 253-4731.

Building Staff Meetings

The recent MOU did not change Article 205 in the *Master Agreement* relating to building staff meetings. CEA bargaining unit members assigned to a school building are required to attend up to two regular building-level staff meetings per month, if called by the principal. Staff meetings should normally be held on Mondays. Additionally, staff meetings should occur at the end of the workday and not extend longer than 45 minutes after the end of the bargaining unit members' workday.

If your administrator violated Article 205 by requiring that you attend building staff meetings that are being held during the workday notify your Faculty Representative or call the CEA Office.

Building Leadership Team Meetings

Your school's Building Leadership Team (BLT) exists as part of the Ohio Improvement Process. The BLT is comprised of a diverse group of staff members. This list of staff members includes, but is not limited to, your administrator(s), department chairs or department leader(s), others individuals representing other TBTs in your school, and your CEA Senior Faculty Representative. Only CEA bargaining unit members who have accepted the department chair or department leader supplementals are required to serve on the BLT. Your school's BLT should not meet during the work day as the person who holds the department chair/leader supplemental should not be performing a paid supplemental within the regular workday. Additionally, CEA bargaining unit members who do not hold the department chair/leader supplemental, but were boarded for hours to serve on the BLT, can only receive payment for hours worked outside the regular workday.

Correction: Avondale ES was omitted from the attendance list at the last CEA LA. We apologize for the error.

CEA Pre-Paid Legal Services Plan

OEA/NEA Attorney Referral Program

At Cloppert, Latanick, Sauter and Washburn, we have dedicated ourselves to teachers in and out of the classroom. Our experienced personal injury, divorce, dissolution, criminal, probate and real estate attorneys are available to you at moderate rates which are lower than we normally charge our private clients.

Contact us today and allow our experience to work for you.

(614) 461-4455 • www.cloppertlaw.com

CEA Office Contact Information

John Coneglio, President coneglij@ceaohio.org
 Phil Hayes, Vice President hayesp@ceaohio.org
 Tai Hayden, Staff Consultant..... haydent@ceaohio.org
 Cindy Love, Staff Consultant..... lovec@ceaohio.org
 Teri Mullins, Staff Consultant mullinst@ceaohio.org
 Tom Busher, Budget Director bushert@ceaohio.org
 Bob Hern, Membership..... hernb@ceaohio.org
 Dorothy Wilson, TLI wilsond@ceaohio.org
 Michelle Crouse, Administrative Assistant ... crousem@ceaohio.org
 Kathy Wilkes, Administrative Assistant wilkesk@ceaohio.org