

## Know Your New Contract: Lesson Plans

This past spring at the bargaining table, the Board put forth a proposal that, if agreed to, would have required all CEA bargaining unit members (regardless of whether or not they were a classroom teacher) to post lesson plans on at least a weekly basis to the district's learning management system and/or other location(s) established by the bargaining unit members' supervisor.

In response, your Union negotiated and codified the current practice of requiring each bargaining unit member to provide evidence of planning upon request by their principal or supervisor. Additionally, for planned absences of a classroom teacher, CEA bargaining unit members must provide a substitute lesson plan for up to five days during the term of the absence. For example, if a CEA bargaining unit member has been approved for a leave of absence for three weeks, only five days of substitute lesson plans must be provided.

Columbus  
Education  
Association

cea

Master  
Agreement  
2022-2025

other arrangements can take place.

If you would like to job share with another bargaining-unit member, each partner must complete their own job-share packet. The documents must be signed by both job-share partners, as well as the principal or supervisor where the job share is to occur. Once the job-sharing request is approved, the job share cannot be dissolved unless all parties agree (teachers, principals or supervisors, and HR). To download the job-share packet for the 2023-2024 school year, go to the CCS Intranet or download it at <http://bit.ly/3V196YI>.

CEA will compile a list of bargaining-unit members who are looking for job-share partners. To add your name to the list, go to <https://bit.ly/JobShare2324> and fill out the online form. Even if you submitted your name last year, complete the online form again this year. Submit the completed form no later than 11:59 p.m., Monday, Dec. 19. On Tuesday, Dec. 20, a list of potential job-share partners will be emailed to each applicant completing the online form to assist in finding a job-share partner. Each partner's completed job-share packet is due to CCS Human Resources, no later than 5 p.m., Monday, Jan. 30. If you have further questions about job sharing, contact Cindy Love at (614) 253-4731. If you are planning to job share and to carry insurance through CCS, the rate you will pay will be significantly higher than what you would pay as a full-time teacher. Contact CCS Human Resources Benefits Department to determine your cost.

## Is Your License Expiring?

If your Five-Year Professional License expires in 2023, you were sent an email from Human Resources in November with comprehensive instructions for renewing your license. If you have a Resident Educator License that expires in 2023, you will be receiving an email from Leslie Butler in Professional Learning & Licensure. Your teaching license is your most important credential. Please read the email carefully. That detailed email contains specific instructions about the renewal process for this year, including how to complete the online application process through the Ohio Department of Education (ODE) website. Failure to comply with renewal regulations could result in non-renewal from the District.

If your license from ODE is expiring June 30, 2023, and you have a limited employment contract, you must complete the required coursework or CEUs necessary for renewal and apply before Mar. 15 to be licensed by ODE for the 2023-2024 school year. If you have a continuing contract, you have through June to complete your coursework and submit your application. Failure to renew your license may result in suspension of pay and initiation of termination/non-renewal proceedings.

In addition to the online application, you will need to complete a background check. All fingerprinting must be completed electronically through Webcheck. A permanent certificate still requires fingerprinting every five years. The Human Resources Department, located at 3700 S. High St., oversees this process. The CCS Fingerprint Office is open Monday through Friday, 8 a.m.-4 p.m. It is important to note that face-to-face operations are on an **appointment-only** basis. Go to <https://bit.ly/31CxYZ9> to schedule a date and time to complete your fingerprints. If you have questions about the date of your last background check, or if you don't plan to renew your license, contact Leslie Butler, Human Resources, Teacher Licensure, at [license@columbus.k12.oh.us](mailto:license@columbus.k12.oh.us). Questions concerning CEUs or the license renewal process should be directed to Leslie Butler at [license@columbus.k12.oh.us](mailto:license@columbus.k12.oh.us).

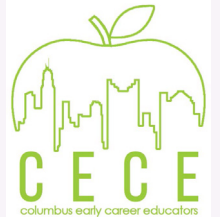
## Looking for a Job Share?

Job sharing provides a way for teachers who wish to continue their employment with Columbus City Schools in less than a full-time capacity. Most job shares are a 50/50 split, but

## Columbus Early Career Educators: Donations Needed

The Columbus Early Career Educators (CECE) are holding a food drive for the **Ronald McDonald House (RMH)**. CECE will be visiting the RMH to take the donations and make meals for families on **Dec. 16**.

**Drop off donations at the CEA office by Thursday, Dec. 15, 4:30 p.m.** Please donate only non-perishable and/or unexpired goods or personal care items. Please donate to those in need.



## PAR/CEU Classes

The Peer Assistance and Review (PAR) program facilitates professional development sessions throughout the school year which are open to all CCS educators. Session descriptions can be found in the CCS PD System (PDS) #44991. Call the PAR Office at (614) 365-5110 for more information. Upcoming sessions:

- Jan. 10 Strategies for Student Engagement: Differentiation** (4:30-6:30 p.m.)
- Jan. 21 How to Save a Life** (11 a.m.-1 p.m.)
- Jan. 24 Using Data to Guide Instruction** (4:30-6:30 p.m.)

### **NEW! Teacher/Educator Learning Community (TELC)**

In partnership with the New Teacher Center, teachers/educators new to CCS this year have the opportunity to participate in this series. See your PAR CT for more information.

- Dec. 13 Five Lenses for Knowing Students** (3:30-5:30 p.m. or 4:30-6:30 p.m.)
- Jan. 17 The Whole Child in Context** (3:30-5:30 p.m. or 4:30-6:30 p.m.)
- Jan. 31 Impact of Perceptions on Students** (3:30-5:30 p.m. or 4:30-6:30 p.m.)

## 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 regularly inform you of the grievances on which CEA is working. To review the text of each grievance in its entirety, go to <https://bit.ly/3Y2jmGV>.

Building/Unit Administrator	Statement of Grievance	Relief Requested	Disposition
CCS Administration	The CCS/CEA Master Agreement was misapplied, misinterpreted or violated by the Administration when the Board/Administration directed principals to reassign...	The grievants shall be made whole in every way, including but not limited to the following: The Board shall immediately follow the proper procedure for classroom reassignment of students from elementary bargaining unit members without a...	Grievance withdrawn pursuant to ratification of the 2022–2025 CEA Master Agreement.
South HS 7–12 Christy Nickerson	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the principal of South 7-12, Christy Nickerson, failed to provide appropriate administrative...	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...	Step 2 hearing held. Awaiting response.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the CCS 2019-2022 Master Agreement by uni...	Grievants shall be made whole in every way, including but not limited to the following: Professional Learning and Licensure Teacher on Special Assignment (TOSA) positions will be immediately restored to the CEA bargaining unit. The Board shall...	Arbitration hearing held Nov. 9, 2022. Awaiting Arbitrator's decision.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the CCS 2019-2022 Master Agreement by...	Grievants shall be made whole in every way, including but not limited to the following: Project Connect positions will be immediately restored to the CEA bargaining unit. Grievants shall be made whole, with interest for any loss of pay and benefits...	Arbitration hearing held Nov. 7, 2022. Awaiting Arbitrator's decision.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, or misapplied provisions of the 2022-2025 CEA/CCS Master Agree...	The grievant shall be made whole in every way, including but not limited to the following: Grievant shall receive back pay with interest for the duration of the unpaid suspension. Board shall remove all references to the discipline from all...	Denied at Step 2. To be placed in abeyance pending outcome of Project Connect arbitration.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, or misapplied provisions of the 2022-2025 CEA/CCS Master Agree...	The grievant shall be made whole in every way, including but not limited to the following: The Board shall immediately remove all references to the letter issued on or about October 6, 2022 from all employee personnel records, other than...	Denied at Step 2. To be placed in abeyance pending outcome of Project Connect arbitration.
Ridgeview MS Natalie James	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the principal of Ridgeview MS, Natalie James, failed and/or refused to adjust the...	That the grievant be made whole in every way, including but not limited to adjusting the grievant's class load for the second semester of the 22-23 school year, and that NO REPRISALS be taken against the grievant or any other bargaining...	Step 2 Hearing held. Decision 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...	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...	Step 1 Grievance pending.
Parsons ES Shannon Clemens	Parsons ES Principal Shannon Clemens, in her capacity as agent of the Board of Education of Columbus City Schools, violated the Columbus Education Associa-...	The grievant will be made whole in every way, including but not limited to the following: The district shall immediately withdraw the Letter of Direction (LOD) issued on or about November 4, 2022 from the grievant's personnel and...	Step 1 hearing held. Awaiting response.
CCS Administration Dr. Luther Johnson, Jr.	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when Region 6 Superintendent Dr. Luther Johnson, Jr. subjected the grievant to direct,...	That the grievant be made whole in every way, including, but not limited to: That the administrator apologize in writing to the grievant, that the administrator does not subject the grievant to direct verbal criticism in the future; that ...	Step 1 Grievance pending.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of CEA-CCS Master Agreement, including...	The Association requests that the grievant be made whole in every way, including but not limited to the following: The Board shall comply with Article 404, specifically 404.02. The issued discipline shall be removed from the member's...	Grievance filed at Step 2. District is holding in abeyance.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of CEA-CCS Master Agreement, including...	The Association requests that the grievant be made whole in every way, including but not limited to the following: The Board shall comply with Article 404, specifically 404.02. The issued discipline shall be removed from the member's...	Grievance filed at Step 2. District is holding in abeyance.

## LA Attendance

One of the many duties of Faculty Representatives is to attend the CEA Legislative Assembly (LA). Held on the first Thursday of nearly every month of the school year, the LA is the policy-making body of your Association. Your elected Faculty Representatives receive vital updates from CEA Officers and Staff and vote on important issues affecting your Association. Any CEA member is welcome to attend the LA. The next meeting will be held at the **Columbus Downtown HS on Feb. 2, 2023, 4:30 p.m.** The following is a list of buildings/units that were represented at the Dec. 1 Legislative Assembly:

17th Avenue Service Center, Arts Impact MS, Avalon ES, Avondale ES, Beatty Park ES, Beechcroft HS, Briggs HS, Broadleigh ES, Cassidy ES, CEA Office, Cedarwood ES, Centennial HS, Champion MS, Clinton ES, Columbus City Prep. School for Boys, Columbus City Prep. School for Girls, Columbus Gifted Academy, Columbus North International HS, Columbus Online Academy 9–12, Columbus Online Academy K–8, Como ES, Devonshire ES, East Columbus ES, East HS, East Linden ES, Easthaven ES, Eastmoor Acad. HS, ECE @ Central Enrollment, École Kenwood K–6, Elementary Art, Elementary Music, Elementary Phys. Ed., Fairwood K–6, Forest Park ES, Ft. Hayes Arts & Academic HS, Ft. Hayes CC, Gables ES, Gifted & Talented, Highland ES, Hubbard Mastery School PreK–6, Huy ES/A.G. Bell Program, Indianola Informal K–8, Johnson Park MS, Lincoln Park K–6, Linden STEM Acad. PreK–6, Livingston K–6, Maize ES, Marion-Franklin HS, Medina MS, Mifflin HS, Mifflin MS, Northgate Intermediate ES, Northland HS, Nurses, Ohio Avenue ES, Olde Orchard ES, OT/PT, Parkmoor ES, Parsons PreK–5, Part-Time Intervention Specialists, Psychologists, Ridgeview MS, School Counselors, Scottwood ES, Shady Lane ES, Sherwood MS, Siebert K–6, South Mifflin STEM Acad PreK–6, Southland, Southwood K–6, Special Ed/VI Coordinators, Speech & Language, Starling K–8, Stewart ES, Sullivant ES, Valley Forge ES, Walnut Ridge HS, Watkins ES, Wedgewood MS, West Broad ES, West HS, Westmoor MS, Whetstone HS, Windsor STEM Acad. PreK–6, Winterset ES, Woodward Park MS, World Language MS, and Yorktown MS.

## Special Notes

- Make a Donation to the Catastrophic Sick Leave Bank:** The following members have been approved for Catastrophic Leave and are in need of donated days: **Kim Ogilbee, Starling K–8** and **Michelle Cappetta, Columbus City Prep. School for Girls**. To donate, enter

your name at the top of the *CCS Report of Employee Absence* form.

In the *Comments* section, write the words, **Catastrophic Sick Leave Donation**. Be sure that you *and* your principal or supervisor sign the form. Indicate on the form to whom you are donating the sick days.

- Grants for New Teachers:** The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education. Each year, Gamma Chapter, one of the local chapters in the central Ohio area, provides grants to new teachers to buy materials and supplies for their classrooms. These grants are given in the form of gift certificates to the recipients. Interested teachers should go to <https://bit.ly/dsgfirstyear22> to download the application. Grant applications can be emailed to **Emeri Ferguson**, Grant-in-Aid Chairperson at [eschwartfigure@gmail.com](mailto:eschwartfigure@gmail.com) or sent via USPS to 3650 Reed Rd., Columbus, OH 43220. **Completed grant applications must be received by Dec. 16, 2022.** Grant recipients will be notified by Jan. 20, 2023.
- CEA Spring 2023 Elections:** The following elected positions will be filled in the 2022–2023 election cycle: **NEA Local Delegates; NEA State-at-Large Delegates\***; **2023–24 OEA Delegates, Governors for Districts 1, 4, 5, and 10.** The **declaration period begins on Wednesday, Jan. 4.** Declaration forms are available for download on the CEA website or may be obtained by contacting Michelle Crouse ([crousem@ceaohio.org](mailto:crousem@ceaohio.org)). **Declaration forms must be received in the CEA office by Friday, Feb. 3, 4:30 p.m. Ballots will be sent to buildings by Feb. 17. The voting window begins Tuesday, Feb. 21, and ends Tuesday, Mar. 8.** Members of the Elections Committee will **collect ballots for tally Wednesday, Mar. 9.** Call Elections Chair Brittany Pierce at (440) 225-2631 with any questions.  
\*NEA State-at-Large Declaration Forms must be submitted to William Baird at OEA by January 31, 2023.
- OEA Educator Appreciation Night • Saturday, Feb. 11: Cleveland Cavaliers vs Chicago Bulls.** Educators will be entered to win giveaways and participate in fan experiences. The National Teacher of the year will be recognized during game. There will be an in-game announcement for all educators in attendance. Look for educator discounted tickets for other games such as: Dec. 16, Mar. 17, and Mar. 31. Questions, contact **Thyran Nowden** at (216) 219-3433 or [tnowden@cavs.com](mailto:tnowden@cavs.com). Go to <https://cavaliers.group/oea> to purchase tickets.
- Education First Credit Union** has an **interest-free Classroom Supply Loan!**\* For more information call (614) 221-9376 or <https://www.educu.org/about-us/exclusively-for-educators/> for more information. (\*Some restrictions may apply.)