

Stop. Think. Call CEA.

When your administrator pressures you to quickly provide a written or verbal statement about an incident that you witnessed or were involved in, stop, think, and call CEA. Do not be insubordinate, but do let your administrator know that you have the right to representation before making any statements.

A number of our members have needlessly incriminated themselves because of statements they provided to their administrators.

If you get called into a meeting with your principal or supervisor for an unspecified reason, it is your right under the law (NLRB v. Weingarten) to:

- Ask the principal or supervisor to clarify the reason for the meeting. Don't refuse to attend, but ask why.
- Get representation. If the meeting becomes disciplinary in nature, you are entitled to call CEA, even if your principal says you shouldn't or can't.
- Set the meeting at a time when your representative can attend. The administrator is obligated to do so.
- Take up to five school days to schedule the meeting to make sure your representative can be there.

You have the right to the representative of your choice, not your principal's choice. You can be represented by your FR or by a staff member from the CEA office. FRs do not have to participate in hearings if they don't feel comfortable doing this kind of work.

CEA suggests representation any time the purpose of the meeting is for one of the following situations:

- Any type of disciplinary action
- Investigation meeting
- Reprimand
- Infraction of a work rule or board policy
- Questions concerning request or use of sick or personal leave
- Allegations of abuse
- Parental, student or community complaint

For more information about professional behavior, read Article 404 of the *CEA Master Agreement*.



application is submitted. Go to <http://bit.ly/2jhWSjd> to complete the online application. If you have Priority I or Priority II status, upload the proper documentation with your online application. Documentation is required with each fee waiver process. Your priority status will change without the proper documentation. Go to <https://www.ccssoh.us/Page/4815> for assistance with frequently asked questions, links to each of the universities, priority status, and documentation guidelines. Call (614) 365-5039 or email feewaivers@columbus.k12.oh.us if you need assistance.

Take the CEA Staff Survey

Spring is coming, and with it comes the Article 211 selective interview process. Whether you have to interview this spring or you are thinking about interviewing, we know you want to make an informed decision. What better way to find out about a potential new school than from CEA members that currently work there?



Participants will be able to rate work locations on professional environment, democratic procedures, teacher involvement, and other important areas. Members may provide additional open-ended, anonymous responses on the survey.

The 2023–2024 annual staff survey will be administered online. Additionally, this year's survey will offer bargaining unit members in citywide departments the opportunity to rate their department as well. An email containing the link to the survey was sent to members' non-CCS email addresses on Friday, Jan. 12. The survey will close on Sunday, Jan. 28, at 11:59 p.m. If you did not get the email message or if CEA does not have your current non-CCS email address, send it to tellcea@ceaohio.org to participate in the survey. You will be able to access this survey from home or from work. The survey results for each school/building will be published on CEA's website, so you can make informed decisions during the Art. 211 Process.

Super Severance: Good Attendance Pays Off for Retirees

If you want enhanced (or super severance) pay, our contract requires members to notify the district of retirement intentions by Feb. 1 of their retirement year. Notifications of retirement are being accepted in electronic format only. To submit your notice of resignation, go to <https://forms.gle/qpv9t4EQAZSnTY56>. You will receive pay for 50% of your personal leave days, regardless of when you notify CCS, but notifying the district by Feb. 1 also means you receive more for your unused sick leave. Article 810 of the *CEA Master Agreement* defines how severance pay is granted. You will need your latest pay stub to estimate the amount of your severance pay. Access Employee Self Service and use the severance pay estimator.

If you are unsure whether you selected the Defined Benefit Plan, Defined Contribution Plan, or the Combined option from the State Teachers Retirement System (STRS), go to www.strsohio.org to login to your account. You can check your account details and keep updated on STRS information.

Summer 2025 Fee Waivers

The application period will be open from Jan. 29 and will close on Feb. 15, 11:59 p.m. Access the online application from home or work using your CCS email username and password. Have your college ID number available when applying. You will automatically be sent a confirmation email once your

Do You Have Your Continuing Contract?

It is that time of year where you can apply for a Continuing Contract. This year, bargaining unit members submit their Continuing Contract application using **Google Forms only**. Bargaining unit members will have to be logged into their CCS email account to utilize the online form. To utilize the online application process, go to <http://bit.ly/3vDJU4q>.

You must meet all the eligibility requirements on the application to be considered. In accordance with CEA Contract Article 401.08, to be eligible to receive a continuing contract, you **must** have the following:

- A five-year professional license or a permanent certificate shall be on file in Human Resources. The certificate/license should be received in Human Resources on or before Mar. 3, 2024.
- At the conclusion of this school year, you must have completed three years of successful Columbus teaching experience within the last five years or if you previously had a continuing contract in Columbus or another Ohio district, you must have completed two successful years of Columbus experience. Under the new licensing standards, you must also meet the following coursework requirement:
 - If you hold a master's degree at the time of initially receiving a teacher's certificate/license, six (6) semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license is required.
 - If you do not hold a master's degree at the time of initially receiving a teacher's certificate/license, thirty (30) semester hours of 300 level coursework or above in the area of licensure or in

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The CEA Master Agreement is set to expire in fewer than 574 days.

Grievance Update

CEA works 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 grievances we are working to resolve. To view each grievance in its entirety, go to www.bit.ly/3SkQbhs.

Building/Unit Administrator	Statement of Grievance	Relief Requested	Disposition
Cassady ES Amber Hall	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the principal of Cassady ES, Amber Hall, subjected the grievant to repeated and/or extreme verbal abuse in...	That the principal apologize in writing to the grievant, that the principal does not subject the grievant to repeated and/or extreme verbal abuse in the future; that the administration work with the principal to control such behavior in...	Awaiting Step 2 hearing.
CCS Administration	The Board and/or its agents violated, misinterpreted, and/or misapplied provisions of the 2022-2025 CCS-CEA Master Agreement when the Board notified bargaining unit members...	Grievants shall be made whole in every way, including but not limited to the following: The Board shall comply with Article 101.02 of the Master Agreement. All affected bargaining unit members shall be compensated...	Filed at Step 2 pursuant to Master Agreement Article 110.06.
CCS Administration	The Board and/or its agents violated, misinterpreted, and/or misapplied provisions of the Master Agreement during the 2023-2024 school year, when they directed bargaining unit...	Grievants shall be made whole, including but not limited to the following: The Board shall cease and desist from directing bargaining unit members to participate in mandatory classroom observations (inclusive of pre- and...	Denied at Step 2. The CEA Board of Governors voted to send to arbitration.
CCS Administration	The Board and/or its agents violated, misinterpreted, and/or misapplied provisions of the 2022-2025 CCS-CEA Master Agreement when during its regular Board of Education meeting...	Grievants shall be made whole in every way, including but not limited to: Bargaining unit members in the School Counselor and Social Worker classifications shall be compensated at a rate equal to \$788,000.00 divided by...	Denied at Step 2. The CEA Board of Governors voted to send to arbitration.
Linden-McKinley STEM 7-12 Dr. Michael McCrory	Linden-McKinley Principal Michael McCrory, acting in his capacity as agent of the Board, failed to provide appropriate support to teachers with respect to student discipline in violation, misinter...	Grievants shall be made whole in every way, including but not limited to the following: The Board and its agents shall cease and desist from violating, misinterpreting, and or the Master Agreement including but not limited to...	Filed at Step 1.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the 2022-2025 CEA Master Agreement and/or Board Policy when...	Grievance shall be made whole in every way, including, but not limited to the following: the directive issued on or about December 11, 2023 shall be rescinded in writing. The board and slant or its agents shall cease and desist from...	Filed at step 2 pursuant to article 110.06 of the Master Agreement.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the 2022-2025 CEA/CCS Master Agreement when grievant was issued a...	Grievant shall be made whole in every way, including but not limited to the following: Grievant shall be made whole with interest for any/all loss of pay and/or benefits. The Board shall immediately remove all references to the...	Filed at Step Two pursuant to Article 404.02(E) of the Master Agreement.
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 Agreement when the grievant was...	The grievant shall be made whole in every way, including but not limited to the following: allow the teacher to use supplemental materials as described in 2022-2025 Master Agreement letter, the the Board cease and...	Awaiting Step 2 Grievance Hearing response.

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an area related to the teaching field since the initial issuance of such certificate or license is required.

- o If you believe you will be completing the requirements making you eligible for a continuing teacher contract for the 2024-2025 school year, you must complete the online application and **provide original transcripts**. Only digital transcripts will be accepted and should be sent to transcripts@columbus.k12.oh.us. The electronic form and original transcripts must be received no later than Mar. 3.

Questions regarding this information should be directed to Teacher Certification & Licensure at (614) 365-6680 or license@columbus.k12.oh.us. All applicants will receive an electronic confirmation. Applicants must check their email (spam or clutter folders) to ensure they receive the confirmation as additional information may be requested. Approvals, denials, or delay notices for the Continuing Contract applications will be sent via email by Mar. 31.

Is Your License Expiring?

If your license from ODE is expiring June 30, 2024, 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 2024-2025 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 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. Face-to-face operations are on an **appointment-only** basis. To schedule a date and time to complete your fingerprints, go to <https://bit.ly/3lCxYZ9>. 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. Contact Leslie about questions concerning CEUs or the license renewal process.

PAR Presents...

The Peer Assistance & Review (PAR) Program facilitates professional development sessions which are open to all CCS educators. Session descriptions can be found in the **CCS PD System (PDS) #57848**. Call the PAR Office at (614) 365-5110 for more information.

Jan. 23	Equity - Exceptional Students Paul Lindquist Room @ Hudson 4:30-6:30 p.m.
Jan. 24	Gardening - Vermicomposting 2548 Carmack Rd, Columbus 4:30-6:30 p.m.

Jan. 24	Turn Words into Money! Teacher Grants Unlocked Hudson's Linquist Room 3:30-5:30 p.m.
Feb. 6	Student Success Depends on UDL Columbus Int'l/Global Acad. Library 4:30-6:30 p.m.
Feb. 20	Using Assessments to Guide Instruction Marion-Franklin HS Library 4:30-6:30 p.m.
Feb. 28	STEM in the Garden 2548 Carmack Rd. 4:30- 6:30 p.m.

Special Notes

Make a donation to the Catastrophic Sick Leave Bank: The following member has been approved for Catastrophic Leave and is in need of donated days: **Gretchen Fabian, Whetstone HS (Nurse)**. To donate, complete the **Catastrophic Sick Leave Donation Form**, available on the CEA and CCS websites. Submit the completed form to leavesofabsence@columbus.k12.oh.us.

Spring 2024 Election The following elected positions will be filled in the 2023-2024 election cycle: **For National and State:** NEA Local Delegates; NEA State-at-Large Delegates*; 2024-25 OEA Delegates. **For Local (CEA):** President, Vice President, District 3 Governor (Decker), District 5 Governor (Johnson), and District 6 Governor (Giovinazzo). Declaration forms are available at www.ceahio.org. The **Declaration Period is now underway. Declaration forms must be received in the CEA office no later than 4:30 p.m., Friday, Feb. 2.** The **voting window** for units is **begins Tuesday, Feb. 27, and ends Tuesday, Mar. 12.** Members of the Elections Committee will **collect ballots for tally on Wednesday, Mar. 13.** Call or text 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 Jan. 31, 2024. Contact him at bairdw@ohea.org.

Get Fit in the New Year! When looking for the best nutrition advice, it's easy to become overwhelmed with all the information available. The good news is that there are specialists in the field of nutrition. A Registered Dietitian is an expert in the field of food and nutrition who can help promote health and manage disease. With the newest CCS Wellness programming, **Dietitians on Demand**, you can meet one-on-one with a registered dietitian who can provide you with a personalized plan and education. Anyone can meet with a dietitian. Whether you want to lose weight, better manage a specific medical condition, improve your overall health or boost your athletic performance, a registered dietitian can help. To get started today go to <https://www.csoh.us/Page/12375>.

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