



Do You Have Your Continuing Contract?

It is that time of year where you can apply for a Continuing Contract. 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>.

All the eligibility requirements must be met to be considered. In accordance with *CEA Master Agreement*, 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. 7, 2025.
- 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 an area related to the teaching field since the initial issuance of such certificate or license is required.
 - If you believe that 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. 7, 2025.

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, 2025.

* Note: Official transcripts must be sent. Email license@columbus.k12.oh.us to verify if the transcripts on file are up to date.

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 the 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 2024–2025 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. 17. The survey will close on Sunday, Feb. 2, 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 211 Process.

Statewide Educators of Color Network

On Saturday, Jan. 25, NeXT Hub will host their first session (out of 4) for the Statewide Educators of Color Network.

For the past two years, NeXT Hub has hosted this network to provide a space for solidarity and shared experience for educators of color across Ohio. Join us with Grace McDaniel and former CCS educator Dr. Jenell



Igeleke Penn in January, and for our following sessions on Feb. 15, Mar. 1, and Apr. 5. Register for this event at bit.ly/40s6BsD.

Article 211 Calendar

Information and alerts will be communicated from a single source, at article211@columbus.k12.oh.us, the Article211 email inbox.

	Date	Plan Description
FEBRUARY	Thurs. 2/6	Deadline to provide written notification to staff of reorganizations & staff reductions (Ensure written notification) *Future reorganizations may be necessary due to vacancies that occur*
	Mon. 2/10	Alternative Interview Panel Due to CEA
	Tues. 2/11	Round 1 Postings OPEN [All known openings] by 2 p.m.
	Thurs. 2/13	Round 1 Postings CLOSE (End of Quarter—Traditional SY Calendar) Applications no longer accepted after 6 p.m.
	Fri. 2/14	Round 1 Interviews OPEN – Interviews conducted by Zoom Only [All known openings] (Building Substitutes with an ODE license & Full and Part Time Hourly teachers are eligible for the round; special education teachers that selected a "guaranteed" position during bidding are not eligible) Interview Times are as follows: • Elementary & K-8: After 3:30 p.m. • Middle & High Schools: After 2:30 p.m.
	Wed. 2/19	Round 1 Interviews CLOSE Interviews end at 6 p.m. Offers begin at 6 p.m. Selection Agreement Forms & Rosters sent by Talent Department to Principals (electronically) by 12 p.m.
	Tues. 2/25	Round 2 Postings OPEN [All known openings] by 2 p.m.
	Thurs. 2/27	Round 2 Postings CLOSE (End of Quarter—Traditional SY Calendar) Applications no longer accepted after 6 p.m.
	Fri. 2/28	Round 2 Interviews OPEN – Interviews conducted by Zoom Only [All known openings] (Building Substitutes with an ODE license & Full and Part Time Hourly teachers are eligible for the round; special education teachers that selected a "guaranteed" position during bidding are not eligible) Interview Times are as follows: • Elementary & K-8: After 3:30 p.m. • Middle & High Schools: After 2:30 p.m.
MARCH	Tues. 3/4	Round 2 Interviews CLOSE Interviews end at 6 p.m. Offers begin at 6 p.m. Selection Agreement Forms & Rosters sent by Talent Department to Principals (electronically) by 12 p.m.
	Tues. 3/11	Job Fair—4:30 p.m. (3700 S. High Street)

Summer 2025 Fee Waivers

The application period will be open from Jan. 27 and will close on Feb. 13, 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 application is submitted. Log in at bit.ly/4jhgJM3 to complete the online

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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 <https://www.ccaohio.org/wp-content/uploads/2025/01/Grievance-250121-20.pdf>.

Building/Unit Admin.	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, ...	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...	Awaiting Step 2 hearing.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of the...	Grievant shall be made whole in every way, including but not limited to the following: The Board shall remove all references to the Written Reprimand...	Board of Governors voted to approve moving to arbitration.
CCS Administration	Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provision of the...	The grievant shall be made whole in every way, including but not limited to the following, the Written Reprimand issued on May 8, 2024, shall be...	Requested to be filed at Step 2.
CCS Administration	The Board and/or its agents violated, misinterpreted, and/or misapplied provisions of the MOU - Working Agreement for...	Grievants shall be made whole in every way, including but not limited to: The board shall immediately rescind notices of nonrenewal and issue one ...	Advanced to arbitration.
CCS Administration	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the Board/ Administration failed to provide...	The grievants shall be made whole in every way, including but not limited to the following: That the Board/ Administration provide students equitable...	Step 2 hearing held. Awaiting response.
CCS Administration	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the Board/Administration's unilateral...	The grievants shall be made whole in every way including, but not limited to the following: The Board/Administration shall immediately rescind them...	Step 2 hearing held. Awaiting response.
CCS Administration	The Columbus City Schools Board of Education and/or its Agents violated, misinterpreted, and/or misapplied negotiated...	Grievant shall be made whole in every way, including but not limited to the following: Grievant shall immediately be paid in full for 2024-2025...	Denied at Step 1. Step 2 hearing pending.
CCS Administration	The Master Agreement was violated, misinterpreted, and/or misapplied when grievant was issued a three day unpaid suspension...	Grievant shall be made whole in every way, including not limited to the following: The Board shall remit to grievant any/all wages and benefits lost...	Filed at Step 2 per Art. 404.02(E) 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...	Grievant shall be made whole in every way, including but not limited to the following: The Board shall immediately restore grievant to the position of...	Filed at Step Two pursuant to Art. 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...	Grievant shall be made whole in every way, including but not limited to the following: The Board shall immediately compensate grievant in the amount...	Filed at Step 2.
CCS Administration	The Columbus City Schools Board of Education and/or its agents violated, misinterpreted, and/or misapplied provisions of 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...	Filed at Step Two pursuant to Art. 404.02(E) of the Master Agreement.

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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. For assistance with frequently asked questions, links to each of the universities, priority status, and documentation guidelines, go to <https://www.ccsok.us/Page/4815>. Call (614) 365-5039 or email feewaivers@columbus.k12.oh.us if you need assistance.

Transplant Needed

Robyn Chernack, Intervention Specialist at Cedarwood ES, is in need of a kidney donation from a living donor. Such donations are typically very successful and ideal when made by living donors. Eligible donors have matching blood types and are free of diseases including high blood pressure, diabetes, cancer, kidney and heart disease. Donors recover completely and are able to lead normal lives. Anyone interested in being tested for a possible match for donation can call Jen Gable at the CEA office for more information.

To find out how to participate in becoming a donor, go to: <https://wexnermedical.osu.edu/transplant/living-kidney-donation>.

Records Day is Remote

On Wednesday, Jan. 22, there will be no PD pullouts, no forced TBTs, no suggested meetings by supervisors or administrators. This is your day to spend working remotely on whatever professional items you need to do such as grade cards, progress reports, IEPs, RIMPs, lesson plans, etc. Records Day is a work day. All members are expected to work at their regular start time and work the full day. Let's show everyone how valuable this day is to us by taking full advantage of the time we have to get those things done that take valuable time away from our ability to provide additional support for our students.

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. 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. To estimate the amount of your severance pay, access Employee Self Service and use the severance pay estimator. You will need your latest pay stub to obtain the necessary information.

Notifications of retirement are being accepted in electronic format only. Go to <https://forms.gle/qpv9t4EQAZSnTY56> to submit your notice of resignation. The Jan. 6 *Voice* showed a table representing a retiring teacher with a yearly salary of \$112,747 (Master's at Step 31) with a daily rate of \$578.19, 410 sick leave days and 30 personal leave days. If you notify the District of your intent to retire by Feb. 1, you would receive **\$30,779.98 more**.

**This example is for illustration purposes only and is not intended for use as an official calculation.*

Is Your License Expiring?

If your license from ODE is expiring June 30, 2025, 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 2025-2026 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-Friday, 8 a.m.-4 p.m. **Face-to-face operations are on an appointment-only basis.** go to <https://bit.ly/31-CxYZ9> to schedule a time to complete your fingerprints. If you have questions about the date of your last background check, or 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.

Spring 2025 Election

The following elected positions will be filled in the 2024-2025 election cycle.

For National and State: 2025 NEA Local Delegates; NEA State At-Large Delegates*; 2025-26 OEA Delegates. For Local (CEA): Dist. 2 Governor (Davis), Dist. 7 Governor (Jackson), District 8 Governor (Mondillo), Dist. 9 Governor (Arway). The Declaration period has begun. **Declaration Forms are available for download at www.ccaohio.org. Declaration forms must be received in the CEA office no later than 4:30 p.m. on Friday, Feb. 7.** Ballots will be sent to buildings the week of Feb. 17. The voting window for units is set to begin on **Tuesday, Feb. 25**, and end on **Tuesday, Mar. 11**. Members of the Elections Committee will collect ballots for tally on **Wednesday, Mar. 12**. Contact Elections Chair Brittany Pierce at (440) 225-2631 with any questions.

**Note that NEA State At-Large Declaration Forms are separate; you may find a copy on the CEA website, but you must submit it to William Baird at OEA by Jan. 31, 2025.*

Special Note

Make a Donation to the Catastrophic Sick Leave Bank: When someone experiences a life-threatening illness or injury, and they are out of accrued time, they can apply for catastrophic leave. When approved, sick leave days can be donated, allowing them to remain in paid status and receive healthcare benefits. The following members have been approved for Catastrophic Leave and are in need of donated days: **Heidi Dooley, Mifflin HS (Nurse); Erin McIntyre, W. Mound ES, Building Sub; Nicole Holley, Yorktown MS.** 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.