

**REDUCED TIME CONTINUING CONTRACT TEACHERS  
MEMORANDUM OF UNDERSTANDING**

**Between the**

**BOARD OF EDUCATION of the SHAKER HEIGHTS CITY SCHOOL DISTRICT**

**and the**

**SHAKER HEIGHTS TEACHERS' ASSOCIATION**

The Board of Education of the Shaker Heights City School District (the "Board") and the Shaker Heights Teachers' Association (the "SHTA") have previously entered into a collective bargaining agreement effective January 1, 2015 through December 31, 2017, known as the Agreement between the Shaker Heights Board of Education and Shaker Heights Teachers' Association (the "CBA"). This Memorandum of Understanding ("MOU") between the Board and the SHTA supplements the terms of the CBA with respect to Reduced Time Continuing Contract Teachers.

Specifically, the CBA will be modified to include the following Reduced Time Continuing Contract Teachers MOU as follows:

Section 1. Continuing contract teachers currently teaching or on leave, with at least three (3) consecutive school years of full-time teaching in the Shaker Heights City School District, who are interested in working a reduced time schedule for the following school year must notify the school principal prior to March 1st. The principal will consider the request based upon factors including, but not limited to, the percentage the teacher is requesting to teach, the needs of the building, student enrollment, student course selections, and staffing levels. If the principal believes the requested reduction in the teaching schedule is feasible, the principal will forward the request for final review and approval by the Human Resource Director.

Section 2. All teachers making application for a reduced time schedule for the following year shall receive notification of acceptance or denial no later than June 1st.

Section 3. A reduced time schedule shall be for one academic year and at the conclusion of the year, the teacher will resume full-time status in a position similar to that held prior to the reduced time schedule. Teachers who wish to continue their reduced time schedule for a subsequent school year must reapply and begin the process set forth in Section 1 above.

Section 4. Teachers assigned to a reduced time schedule shall be entitled to the salary and benefits on a prorated basis consistent with Article XXIII, Section 23.01. Reduced time schedule teachers shall retain continuing contract status and maintain seniority. Advancement on the salary schedule shall be granted in half step increments.

This MOU supplements the 2015-2017 CBA.

**SHAKER HEIGHTS CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

By William L. Christ, President  
Date: 7/14/2015 Ryan C. Christman  
Treasurer

**SHAKER HEIGHTS TEACHERS' ASSOCIATION**

By John L. Christman, President  
Date: 6/30/15