

**Memorandum of Understanding  
between the  
Galion Education Association, OAPSE and Its Local #370  
and  
Galion City School District Board of Education**

This Memorandum of Understanding ("MOU") is entered into by and between the Galion Education Association ("GEA"), OAPSE and Its Local #370 ("OAPSE") and the Galion City School District Board of Education ("Board") (collectively, GEA, OAPSE & Board referred to herein as "Parties") to document the Parties' agreement to continue to employ non-exempt OAPSE employee in the supplemental contract position of Head Golf Coach as per the provisions of Appendix B-1, Galion Schools Index Ratio for Extra Duty Schedule, of the existing negotiated Agreement ("Agreement") between GEA and the Board for the 2025-2026 school year.

WHEREAS, Appendix B-1 of the Agreement lists the various supplemental contract positions that are offered in the District; and

WHEREAS, such supplemental positions are covered under the terms and conditions of the Agreement; and

WHEREAS, the supplemental contract position of Head Golf Coach is covered under the terms and conditions of the Agreement; and

WHEREAS, a non-exempt OAPSE employee has been hired for the supplemental contract position of Head Golf Coach for the 2025-2026 contract year, when no licensed teachers either inside or outside the District expressed interest in or applied for such position; and

WHEREAS, the Parties desire for such employment to be consistent with all requirements of the Fair Labor Standards Act as applicable to non-exempt OAPSE employees performing supplemental contract duties of Head Golf Coach under the applicable terms of the Agreement;

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING:

1. For the 2025-2026 contract year, and in accordance with Ohio Revised Code Section 3313.53 (D)(2), non-exempt OAPSE Bryce Lehman will be employed in the supplemental contract position of Head Golf Coach as listed in Appendix B-1 of the Agreement, noting that no licensed teachers either inside or outside the District expressed interest in or were qualified for the position;
2. Any and all compensation paid to non-exempt OAPSE employee Bryce Lehman employed in the supplemental contract position of Head Golf Coach for the 2025-2026 contract year shall be calculated on an hourly rate basis as follows: twenty-eight dollars and eighty-nine cents (\$28.89) per hour, based upon historical time and effort as documented for the position of Head Golf Coach at two hundred forty (240) hours and as

applied to the total supplemental contract pay for the Head Golf Coach position (Group 2, Step 4) as stated in Appendix B-1 of the Agreement;

3. All hours worked by non-exempt OAPSE employees in supplemental contract positions during the 2025-2026 contract year will be documented on bi-weekly timesheets submitted by non-exempt employees.
4. OAPSE employees will submit to the Athletic Director and/or Principal for approval, and with the Treasurer issuing payment for all hours worked as reported on such bi-weekly timesheets through regular payroll for non-exempt OAPSE employees, however, in no case shall payment exceed the total amount of the Head Golf Coach supplemental contract position (Group 2, Step 4) as stated in Appendix B-1 of the Agreement;
5. OAPSE employee Bryce Lehman, employed in the supplemental contract position of Head Golf Coach for the 2025-2026 contract year, shall have no more than three (3) professional days for coaching matches or tournaments, taken in whole or half-day increments. Professional leave may not be taken for practice events. Additional days require vacation, personal leave, or an absence without pay. If the game/tournament concludes before the end of the custodial contract hours, the employee will report to the building to complete the remainder of his work responsibilities.
6. By August 1, 2025, the immediate supervisor shall receive a calendar of golf events identifying scheduled matches, tournament dates, and probable state tournament dates that may necessitate professional leave, vacation, personal leave, or an absence without pay.
7. This Memorandum of Understanding is a one-time agreement only for the 2025-2026 school year and shall not constitute any form of precedent, past practice, or waiver, and it shall not have any binding effect on any other aspect of the Agreement;
8. This Memorandum of Understanding shall expire on August 1, 2026, with no further action required by either party;
9. This Memorandum of Understanding shall not impact the Agreement between the Parties in any other way;
10. This Memorandum of Understanding is effective upon execution.

IN WITNESS WHEREOF, the parties enter this Memorandum of Understanding voluntarily on the 8th day of July 2025. This shall be the effective date of this Memorandum of Understanding, and it shall be effective on this date.

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GALION EDUCATION ASSOCIATION

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GALION CITY SCHOOL DISTRICT  
BOARD OF EDUCATION

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OAPSE AND ITS LOCAL #370