

**AGREEMENT**

Between  
**THE BOARD OF SCHOOL DIRECTORS**  
of  
**THE SELINGROVE AREA SCHOOL DISTRICT**  
and  
**THE SELINGROVE AREA EDUCATION ASSOCIATION**

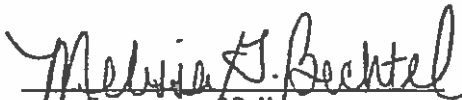
Agreement Made and Entered into by and between the Board of Directors of the Selingsgrove Area School District (Hereinafter referred to as the BOARD) and the Selingsgrove Area Education Association (Hereinafter referred to as the ASSOCIATION).

In witness whereof, the parties above named have hereunto set their hands and seals this  
10<sup>th</sup> Day of May 2016



President of Selingsgrove  
Area Education Association

Attest:



Secretary of Selingsgrove  
Area Education Association



President of Board of School Directors

Attest:



Secretary of Board of School Directors

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**ARTICLE 1**

**RECOGNITION**

**Section 1. SAEA/PSEA Recognition**

The Board recognizes the Selinsgrove Area Education Association PSEA as the exclusive representative for collective bargaining with respect to wages, hours, and terms and conditions of employment for professional employees included within the Certification of the Pennsylvania Labor Relations Board dated the sixth day of April, 1971, PERA-R-483-C, as amended by Case No. PERA- U-96-47-E dated the eleventh day of June, 1996. The term EMPLOYEE when used in this Agreement refers only to those employees included within the above certifications.

**Section 2. Board Recognition**

The Board and the Association acknowledges the Board to be the only legally constituted body responsible for the determination of policies covering all aspects of the Selinsgrove Area School District under and in accordance with pertinent statutory rules and regulations promulgated by the Department of Education of the Commonwealth of Pennsylvania which responsibility the Board cannot reduce, negotiate or delegate and which is not reduced, negotiated or delegated hereby.

**Section 3. Collective Negotiations**

The Board and the Association acknowledge that this agreement represents the results of collective negotiations between said parties conducted under and in accordance with the provisions of the Public Employee Relations Act No. 195 of the Commonwealth of Pennsylvania and constitutes the entire agreement between the parties for the term of this agreement on all appropriate subjects of collective bargaining within the meaning of Section 701 or Section 702 of Act No. 195.

**ARTICLE 2**

**DURATION**

**Section 1. Effective Date**

This Agreement, all of its provisions and appendices, shall become effective on July 1, 2016, and shall continue in effect until June 30, 2020, or until such later date as the two parties may hereinafter agree is to be the extended ending date. Any such extended date shall be evidenced as an approval by affixing their signature thereto.

**Section 2. Intent to Negotiate**

Upon written notice to the other party any time after December 1, 2019, either party may request the opening of negotiations for a new contract. After receipt of such notice, the parties shall meet to schedule negotiation sessions for a new contract.

**Section 3. Employee Movement on Salary Grid**

It is understood that there will be no step movement in the 2016-2017 year. Effective in 2017-2018, employees shall move to the new step as stated on the matrix (Appendix A) and move one step in each subsequent year.

**ARTICLE 3**

**SCOPE OF AGREEMENT**

**Section 1. Scope of Negotiations**

The parties agree that all negotiable items have been considered during the negotiations leading to this Agreement and no additional negotiations on this Agreement will be conducted on any items whether contained herein or not during the term of this Agreement without the consent of both parties.

**ARTICLE 4**

**PUBLICATION AND DISTRIBUTION OF AGREEMENT**

**Section 1. Distribution of Agreement Copies**

The Selinsgrove Area School District shall make this Agreement available electronically on the District's website.

**ARTICLE 5**

**STRIKE AND LOCKOUT PROHIBITION**

**Section 1. Strike Prohibition**

It is understood that there shall be no strike, as that term is defined under the Public Employee Relations Act, during the life of this Agreement nor shall any officer, representative or official of the Association authorize, assist or encourage any such strike during the life of this Agreement.

**Section 2. Lockout Prohibition**

As a condition of the various provisions of this Agreement to which the parties have agreed, the employer pledges that it will not conduct, or cause to be conducted, a lockout during the life of this Agreement.

**Section 3. Board/Association Rights**

Nothing contained in this Agreement shall in any way abrogate or diminish the right of the Board or of the Association to seek equitable relief in the courts when in the Board's or in the Association's opinion a strike or lockout has occurred. The utilization of the grievance procedure established in this Agreement shall not be considered a prerequisite for such recourse to the court.

## ARTICLE 6

### GRIEVANCE PROCEDURES

#### **Section 1. Time Lines**

The parties hereto agree that an orderly and expeditious resolution of grievances arising out of the interpretation of the terms of the Agreement shall provide for a 4-step process of the disposition of any grievance, which process is set forth as follows:

Step 1. Any employee or employees who believe that a justifiable grievance has arisen out of the interpretation and application of the terms of the Agreement, may in writing and on a form provided by the employer present such grievance to their building principal within Twenty (20) Workdays of the time when the employee or employees were or should have been aware of the event giving rise to such grievance. For the purpose of this Article, a workday is defined as when the administrative offices are open.

The building principal shall reply in writing to the grievant within five (5) workdays after the presentation of any such grievance.

All grievants must be identified on the grievance form.

Step 2. In the event that the grievant is dissatisfied with the determination of the building principal, the grievant may within five (5) workdays after receiving the written reply submit such grievance to the Superintendent for resolution.

The Superintendent shall notify the grievant of his decision in writing within five (5) workdays after receipt of the grievance.

Step 3. If the decision of the Superintendent fails to resolve the grievance to the satisfaction of the grievant, the grievant shall notify the Superintendent in writing within five (5) workdays of the Superintendent's decision that the grievance be submitted to the School Board at its next official School Board meeting.

Step 4. The School Board shall notify the party or parties involved of its decision within ten (10) workdays of such official School Board meeting. If the grievance is not satisfied with the determination of the School Board, the grievance, at the request of the Association, shall be referred to arbitration as provided in Section 903, Article IX of the Public Employee Relations Act within ten (10) workdays of such notification.

#### **Section 2. Failure to Meet Time Requirements**

If any grievant fails to meet the time requirements as established in the procedures under Section 1 of this Article, action on the grievance shall be deemed terminated and the last decision made shall be deemed final. If the employer at any step fails to render its decision within the time periods established, the grievant shall be entitled to advance his grievance to the next step. The failure to reply shall be deemed a denial.

**Section 3. Arbitrator**

Should the Association seek arbitration, the Arbitrator shall not have the power to change, amend, modify, alter, add to, or subtract from any provision of this Agreement.

**Section 4. Fees Incurred for Arbitrator**

The fees of the Arbitrator and all costs incidental to the work of the Arbitrator shall be shared equally between the parties.

**ARTICLE 7**

**EMPLOYEE WORK YEAR**

**Section 1. Contract Length and Per Diem Calculation**

Employees shall hold a 190-day contract; however, compensation for employment beyond 185 days shall be at a per diem rate computed by multiplying salary in classification and step by 1/190. Beginning in 2016-2017 all new hires will have a 187 day work year in their first year of employment. The additional two days shall be for induction activities. Employees will not receive additional compensation for these days above 185 as stated above.

**Section 2. Salary Deduction**

In the event that it is necessary to make a salary deduction, the per diem deduction shall be computed by multiplying salary in classification and step by 1/190.

**ARTICLE 8**

**EMPLOYEE WORKDAY**

**Section 1. Length of Workday and Preparation Period**

The length of the employee workday shall be seven hours forty minutes (7hr 40 min.) including lunch. All bargaining unit members shall have no less than one (1) individual preparation period per day.

**Section 2. Notification of Intent to Leave Building**

After notifying the building principal or his/her designee and receiving authorization to do so, employees may leave the building of their employment during their scheduled lunch period.

**ARTICLE 9**

**COMPENSATION**

**Section 1. Salary Increases (See Appendix A)**

2016-2017 0%, No Step movement, New Grid for new hires  
2017-2018 Step movement only, new grid  
2018-2019 Step movement only  
2019-2020 Step movement only

The parties agree if legislation is enacted which changes the funding mechanism for school districts or limits local control over district revenue increases, such as requiring a referendum, both parties agree to discuss possible modifications to Article 9, Section 1 of this contract.

**Section 2. Step Placement, Classification, & Hourly Rates**

- A. The Board can negotiate step placement on the salary scale with the new employee. All professional employees will be paid through direct deposit.
- B. In the 2016-2017 school year, employees shall be frozen on the column and step which they held in 2015-2016. Beginning in the 2017-2018 school year, employees will move to the step as indicated in Appendix A and shall move to the appropriate column based on credits earned. In 2017-2018, change of classification shall become effective on the first day of each new school year provided supporting documentation is submitted to the Superintendent before the first in-service day.
- C. For persons hired after July 1, 2000, any new classification beyond the Master's Equivalence requires a Master's Degree and credits earned beyond the Master's Degree and applied toward a new classification must be graduate or in service credits or undergraduate credits approved by the Superintendent. Employees who earn a Doctorate (PhD or EdD) will have an additional \$1,400 added to their base salary.
- D. Each bargaining unit member will be paid a uniform hourly rate of pay for voluntary bargaining unit work beyond the seven (7) hour, forty (40) minute regular school day for positions not covered by the Collective Bargaining Agreement (CBA). When working directly with students and/or training staff, planning time for bargaining unit members will be compensated at the equivalent of fifteen (15) minutes per one hour of work. This hourly rate does not apply to positions covered in Article 17, Article 18, Article 21, or Appendix B of the this CBA between the Board and Association.

2016-2017- \$28.00  
2017-2018- \$28.00  
2018-2019- \$28.25  
2019-2020- \$28.50

**Section 3. Tuition Reimbursement**

Graduate/Undergraduate credits will be reimbursed at a rate not to exceed the Bloomsburg University rate, when the employee is enrolled in an approved program (Masters or Doctorate) or when an employee is obtaining an additional certification previously approved by the administration, provided the annual amount agreed upon is not exceeded and the Superintendent has initially approved the course. No more than 12 credit hours per year will be reimbursed and reimbursement is contingent on successful completion of course work with a grade of B or higher. If course is only offered pass/fail, then pass is sufficient for reimbursement.

Employees shall be eligible for reimbursement for up to 6 credits including in-service credits every five years to maintain their certification. Those credits not directly related to the employee's current teaching assignment and/or field of education will be reimbursed according to the agreed rate but will not result in horizontal movement on the salary schedule.

Employees shall complete a course pre-approval form and submit it to the Superintendent. The request must be made prior to registering for the course.

Payment shall be made to the employee upon presentation of a copy of the billing for said courses from the institution of higher learning and a copy of transcripts indicating successful completion of the courses. Payment will be made on a first come, first serve basis from date of submission of request for reimbursement. If the lump sum amount listed below is exhausted before June 30, then the employee will be reimbursed out of the next year's lump sum. An employee would be required to complete at least one (1) year of service following the year in which cost of credits was reimbursed. The Board may waive this requirement.

Annual amount:

2016-2017 - \$173,000  
2017-2018 - \$173,000  
2018-2019 - \$173,000  
2019-2020 - \$173,000

**Section 4. Mileage**

Employees who are required to travel in performance of duties for the school district shall be reimbursed at the maximum rate allowed by the Internal Revenue Service and defined as non-income. Origination of mileage shall start with the District's Central Office. All mileage reports must be submitted monthly on the mileage reimbursement form.

**Section 5. Severance**

Upon retirement or death, provided the employee has spent the last ten years of service in the Selingsgrove Area School District, the Board shall pay to said employee or designated beneficiary the sum of fifty dollars (\$50.00) for each year of service in the Selingsgrove Area School District up to thirty (30) years with the maximum amount paid not to exceed \$1,500.



This amount shall be paid upon the death of the employee or upon the completion of the final years' service. This amount shall not be included as part of the gross paid to the employee during his/her final years' service but shall be handled as a separate item.

When an employee, with at least 24.5 years of credited service with PSERS, notifies the District six months prior to his/her intent to retire date, the school district will make a payment of \$5,000 as an additional retirement bonus. All letters of Intent to Retire must be withdrawn by 60 calendar days prior to the employee's last work day or the intent will be considered final. Letters may be withdrawn or added after this date should there be a life-altering event (such as but not limited to the death of a spouse, divorce or loss of job of spouse). This exception will also apply should the retirement age/service time requirement change to allow for early retirement without penalty.

All retirees must contribute and participate in the following benefit:

For eligible retiring employees, the District contribution shall be deposited into a 403(b) tax sheltered annuity account established by the eligible employee. The 403(b) account must be established prior to separation of service. The failure to establish an account will result in the employee forfeiting this benefit.

This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee account in the next subsequent year up to the 415 limits.

## ARTICLE 10

### FAIR SHARE

1. Each non-member in the bargaining unit represented by the Association shall be required to pay a fair share fee as provided for by Act 15 of 1993.
2. The school district and the Association agree to comply with all provisions of said law.
3. The Association further agrees to extend to all non-members the opportunity to join the Association.
4. If any legal action is brought against the school district as a result of any actions it is requested to perform by the Association pursuant to this Article, the Association agrees to provide for the defense of the school district at the Association's expense and through counsel selected by the Association. The school district agrees to give the Association immediate notice of any such legal action brought against it, and agrees to cooperate fully with the Association in the defense of the case. If the school district does not fully cooperate with the Association, any obligation of the Association to provide a defense under this Article shall cease.
5. The Association agrees in any action so defended, to indemnify and hold the school district harmless for any monetary damages the school district might be liable for as a consequence of its compliance with this Article except that it is expressly understood that this save harmless provision will not apply to any legal action which may arise as a result of any willful misconduct by the school district or as a result of the school district's failure to properly perform its obligations under this Article.

## ARTICLE 11

### VACANCIES

The Association recognizes the Board as the sole and final authority over matter of inherent managerial policy, which terms includes, but is not limited to, the selection, direction and assignment of employees of the district.

The District will give notice of a vacancy, as determined by the District, through the District's Global Email List. Such notice shall be posted for a minimum of five (5) days before the vacancy may be filled. A copy of the vacancy notice shall be sent to the Association President on the date of posting.

## ARTICLE 12

### EMPLOYEE ASSIGNMENTS

Each employee shall be given written notice of the next year's tentative assignment no later than June 30 of each school year. Notification shall include building, grade level and subject area to which the employee shall be assigned.

## ARTICLE 13

### ILLNESS OR INJURY

#### **Section 1. Sick Leave**

Each employee is entitled to ten (10) days per year of sick leave without deduction from pay. These days are accumulated from one year to the next. All accumulated days may be used in one year. Each employee will be permitted three (3) consecutive school days of absence at any time without a physician's certificate. A physician's "Certificate of illness or Injury" form will be required for all days of absence due to illness in excess of three consecutive school days. This "Certificate of Illness or Injury" form completed by a physician, will certify that the employee was unable to perform his or her duty during the period of absence, as required under Section 11-1154 of the School Code.

## ARTICLE 14

### TEMPORARY LEAVE OF ABSENCE

#### **Section 1. Conference Days**

The Board agrees to provide each year of the contract \$30,000 from all funding sources, for Conference Days. This money will be distributed by the Professional Development Committee for conference/meetings, which are not mandated and/or requested by the district. The Committee will be responsible for establishing and distributing to the membership conference/meeting guidelines. Employees will make application on the District's Pre-Approval Meeting Form. Reimbursement for expenses shall be limited to mileage, registration fees, lodging and meals. (Membership dues may be included if the payment of dues results in a reduced conference rate)

#### **Section 2. Visitation Days**

Employees may be granted one (1) day leave per year with pay for the purpose of visiting other schools provided that such visitations are arranged by the Building Level Principal and are approved by the Superintendent of Schools. Visitation Days may not be scheduled for Mondays or Fridays. The cost of the substitute for a Visitation Day may be taken out of the Professional Development Fund. No additional costs may be reimbursed to the employee. The Professional Development Committee will be given an itemized accounting of the Professional Development Funds on a monthly basis.

#### **Section 3. Association Days**

The Association will be granted five (5) approved Professional Association Business Leave Days during the school year to be utilized by the employees of the Association's choice. The Association will make payment to the Selinsgrove Area School District for the actual cost of providing a substitute at the per diem rate.

The president of the association shall be granted release time during the school day up to the equivalent to one (1) day/month to conduct association business. Such days must be taken in not less than one-half (1/2) day increments. The Association will pay the cost of the substitute if one is required.

#### **Section 4. Emergency Leave**

Each employee can apply for one (1) emergency leave day per school year defined as a situation, which could not have been anticipated or planned for in advance. Emergency leave will be granted for the following emergencies or special types of absence.

1. Disaster to an owned or rented house, condominium, or apartment;
2. Family emergencies such as a serious accident or serious illness of a member of the employee's immediate family or near relative;
3. Surgical operation on a member of the immediate family, not including elective surgery;
4. Birth of an employee's child or grandchild;
5. For personal trips/vacation on make-up days, provided they meet the following criteria:

- a. The personal trip/vacation must have been scheduled before a calamity occurred.
  - b. The employee must provide evidence to the district that cancellation of the personal trip/vacation scheduled for the make-up day will result in financial loss.
  - c. If leave is granted for personal trips/ vacation on a makeup day(s), the employee will forfeit the equivalent number of sick days.
6. Graduation of an employee's child or grandchild;
  7. Wedding of an employee's child or grandchild;
  8. Moving one's child or grandchild into college dorm/orientation day;
  9. Funerals that are not covered by school code/berceavement leave;
  10. Other reasons as defined by the Superintendent and/or his designee.

Any additional emergency days shall be charged to the employee's sick days.

## Section 5. PERSONAL LEAVE

Two (2) days of personal leave shall be granted to an employee each year. An employee with twenty (20) or more years of service in the district shall be granted an additional personal leave day on the day the employee completes their 20 years.

If an employee has an end of year balance of more than three personal days, they will be paid \$75 for each day above three. Employees with 20 or more years of service who have an end of year balance of more than two personal days will be paid \$75 for each day above two.

### Limitations:

1. Three days notification concerning date of absence is to be given to the Building Principal.
2. Personal leave days shall not be taken during the first five days or last five days of school.
3. Personal leave days must be for a full day. With five (5) calendar days' notice, personal days may be rescinded.
4. Employees will have the option to accumulate up to 5 personal leave days. Personal Leave Days carried from year to year, shall not be eligible for the \$75 per day bonus.
5. For accounting purposes, accumulated days will be used first.
6. Limitations of 5 employees on personal leave on any one day or 10 employees on any approved leave per building.

**Section 6.**

**Child Bearing/Child Rearing Leave of Absence**

- i. Child bearing and child rearing leaves of absence, without pay, will be granted to professional employees, subject to the following conditions:

**Child Bearing Leave**

Child bearing leave will commence and terminate on dates that are determined jointly by the employee and the employee's physician. A written notice, stipulating such dates, must be submitted to the Board at least thirty (30) calendar days prior to the commencement of the leave.

An employee on childbearing leave will be granted one extension of the leave upon submitting to the Board a written request stipulating the date on which the extended leave will terminate. This request shall be submitted no later than fifteen (15) calendar days prior to the expiration of the current leave.

The additional extension, not to exceed six (6) months, will be granted when requested in writing by the employee and recommended by the employee's physician.

The combined length of the childbearing leave and extensions shall not exceed one (1) calendar year.

At the conclusion of the unpaid leave the Board will return the employee to the position held prior to the leave, if the position exists. If the position does not exist, the Board will offer the employee any other available position for which she is eligible until such time that she can be offered the position held before or one substantially similar to it.

Retirement and other district fringe benefits will not accrue or be in effect during the maternity leave but upon return to employment, retirement and other district fringe benefits will resume. During such leave seniority shall accrue.

**Child Rearing Leave**

Child rearing leave is applicable in those instances where an employee desires an unpaid leave of absence for the purpose of rearing a child in the period immediately following the period of disability due to childbirth or in that period immediately following the legal adoption of a child. A written request stipulating the dates on which the child rearing leave will begin and terminate must be submitted to the Board by the employee at least fifteen (15) days prior to the start of such leave. This requirement may be waived by the Board due to extenuating circumstances, e.g. sudden notification by an adoption agency.

An employee on child rearing leave will be granted one extension of the leave upon submitting to the Board a written request, stipulating the date on which such extension will terminate. This request shall be submitted to the Board no later than fifteen (15) calendar days prior to the expiration of the current leave. The combined initial and extended child rearing leave shall not exceed one calendar year.

At the conclusion of the unpaid leave the Board will return the employee to the position held prior to the leave, if the position exists. If the position does not exist, the Board will offer the employee any other available position for which the employee is eligible until such time that the employee can be offered the position held before or one substantially similar to it.

A professional employee may request a child rearing leave for reasons other than those specified in paragraph (1) above. Such requests are subject to the discretion of the Board, and, if granted, will be subject to the provisions set forth in the preceding paragraphs of the Section.

At the conclusion of the unpaid leave the Board will return the employee to the position held prior to the leave, if the position exists.

Retirement and other district fringe benefits will not accrue or be in effect during the maternity leave but upon return to employment, retirement and other district fringe benefits will resume. During such leave seniority shall accrue.

Professional employee who has been granted a child bearing leave may request an extension of such leave for the purpose of child rearing. Such a request for unpaid leave shall be governed by the provisions set forth in paragraphs (2), (4), and (5) of "Section 1. a. Child Bearing Leave," above.

Professional employee may request additional unpaid leave in accordance with the Pennsylvania Public Schools Code of 1949, as amended.

**Section 7.                    Jury Duty**

Employees requesting a leave of absence for jury duty will be provided such leave upon receipt of an application for such leave made to the Superintendent. Employees will be compensated at their per diem rate less the reimbursement received from the court for jury duty. It shall be the employee's responsibility to provide the Business Manager with the documentation to establish the amount of payment received for such jury duty.

**Section 8.                    Bereavement Leave**

Employees shall be provided bereavement leave pursuant to Pennsylvania school code as amended.

## ARTICLE 15

### INSURANCE

#### Section 1. Medical Insurance

##### Employees:

The Board shall pay the hospitalization and medical insurance premium for employees, the dependents of the employees who qualify under the plan(s) selected by the District offered through the Central Susquehanna Trust. The following plans and premium share shall apply as follows:

2016-2017- PPO/HMO \$0 Plan, 6.5% Premium Share of coverage selected by employee

2017-2018- PPO/HMO \$250 Plan, 4.5% Premium Share of coverage selected by employee

2018-2019- PPO/HMO \$250 Plan, 6.5% Premium Share of coverage selected by employee

2019-2020- PPO/HMO \$250 Plan, 10.0% Premium Share of coverage selected by employee

When both individuals are employees of the district, they are both covered by one plan and are not eligible to receive a waiver incentive.

If employee's spouse works in another federal, state, or local public entity or a government agency (including school districts) and is eligible for full time healthcare, they are not eligible to be covered under the District plan. However, the employee will be compensated \$1000 each year or employee may pay the difference for the spouse to be added to the District plan.

If the District's healthcare coverage becomes subject to the excise tax (Cadillac Tax) under current legislation then the employees on the plan subject to the excise tax shall be moved to another plan selected by the district through the Central Susquehanna Trust to remain in compliance with the law and avoid any penalties.

At the beginning of each fiscal year, employees who have coverage elsewhere, may elect to opt out of the district healthcare plan and receive a \$2,000 payment in June of that year.

##### Retired Employees:

The Board shall pay the hospitalization and medical insurance premium for retirees as follows:

##### 2016-2017- PPO/HMO \$0 Plan: Employee retires with:

- a. Minimum age 52 and 15 yrs. teaching in district, Single @ 6.5% premium share, H/W, Employee/Child(ren), or Family @ 40% premium share
- b. Age 53 and 15 yrs. teaching in district, Single @ 6.5% premium share, H/W, Employee/Child(ren), or Family @ 35% premium share
- c. Age 54 and 15 yrs. teaching in district, Single @ 6.5% premium share, H/W, Employee/Child(ren) or Family @ 30% premium share
- d. Age 55 or older and 15 yrs. teaching in district, Single @ 6.5% premium share, H/W, Employee/Child(ren) or Family @ 23% premium share

**2017-2018-** PPO/HMO \$250 Plan: Employee retires with:

- a. Minimum age 53 and 15 yrs. teaching in district, Single @ 4.5% premium share, H/W, Employee/Child (ren) or Family @ 35% premium share
- b. Age 54 and 15 yrs. teaching in district, Single @ 4.5% premium share, H/W, Employee/Child (ren) or Family @ 30% premium share
- c. Age 55 or older and 15 yrs. teaching in district, Single @ 4.5% premium share, H/W, Employee/Child (ren) or Family @ 23% premium share

**2018-2019-** PPO/HMO \$250 Plan Employee retires with:

- a. Minimum age 54 and 15 yrs. teaching in district, Single @ 6.5% premium share, H/W, Employee/Child (ren) or Family @ 30% premium share
- b. Age 55 or older and 15 yrs. teaching in district, Single @ 6.5% Premium Share, H/W, Employee/Child (ren) or Family @ 23% premium share

**2019-2020-** PPO/HMO \$250 Plan Employee retires with:

- a. Minimum age 55 and 15 yrs. teaching in district, Single @ 10.0% premium share, H/W, Employee/Child (ren) or Family @ 23% premium share

Retirees who are age 60 or older and have 10 years of teaching in the district are eligible for healthcare at the age 55 rate.

Retiree premium share can be reduced 1% for every 40 unused sick days the retiree has accumulated.

Retiree will pay the district either the PSER's premium assistance, if eligible, or the premium share, whichever is higher.

Whatever premium share rate in the above plans the employee retirees under will remain in effect until Medicare eligible.

Should the retiree obtain employment elsewhere and is eligible for full time healthcare elsewhere, then they shall forfeit this benefit.

**Section 2. Life Insurance**

The Board shall provide for each employee a group life insurance policy on a term basis with a face amount equal to 1.5 times the annual salary to the nearest \$1,000. The Board shall provide each employee with a description of the life insurance coverage.



**Section 3. Dental Insurance**

The Board shall provide for each employee and eligible dependents of the employee a group dental plan.

- a. One-time \$50.00 deductible per claimant
- b. Annual \$500.00 maximum benefit per claimant
- c. Co-insurance at the prescribed level for employee and family per Plan II of the group plan
- d. Required one dental checkup per year per person

**Section 4. Vision**

The Board shall pay up to \$200.00 during each year of the contract to reimburse the employee for vision expenditures incurred by the employee and/or the eligible dependents of the employee.

**ARTICLE 16**

**MEET AND DISCUSS COMMITTEE**

**Section 1. Committee**

A committee shall be established to meet and discuss policy matters affecting wages, hours, and terms and conditions of employment, as well as the impact thereon, as specified in Section 702 of the Pennsylvania Public Employee Relations Act.

**Section 2. Composition of Committee**

The committee shall be composed of not more than five (5) nor less than three (3) members of the Association who are also members of the unit for whom the Association is the bargaining agent, and no more than five (5) nor less than three (3) members appointed by the Board of School Directors, one of which will be the Superintendent of Schools or, in their absence, their designated appointee.

The composition of the committee may vary as determined by the Association for Association Committee members and by the Board of School Directors for the Selinsgrove Area School District committee members.

**Section 3. Notice of Meetings**

Meetings shall be held at such dates and times as the parties shall mutually agree.

The Agenda shall be presented in writing to the Association President and the Superintendent of Schools one week prior to each meeting, and only those items included on the Agenda will be discussed at the meeting.

**ARTICLE 17**

**MISCELLANEOUS COMPENSATION**

The following positions are fiscal year contracts. Employees holding these positions shall be evaluated on an annual basis by administration. Positions held by non-district staff will be opened on a yearly basis. An unsatisfactory evaluation will be cause for the position to be opened.

<b>POSITION</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
DEPT/GRAD/TEAM LEADER	\$1937	\$1956	\$1976	\$1996
SAIS OUTDOOR ED COORDINATOR	\$1339	\$1352	\$1366	\$1380
SAIS OUTDOOR ED SUPERVISOR*	\$401	\$405	\$409	\$413
HOMEBOUND INSTRUCTION (Hourly)	\$24	\$24	\$25	\$25
INTRAMURALS (Hourly)	\$10	\$10	\$10	\$10
STATE AND NATIONAL CHARTERED CLUBS**	\$553	\$558	\$564	\$569
CLUB SUPERVISION***	\$334	\$337	\$341	\$344

\* Paid per teacher who attends the entire session with students

\*\* An additional \$300 per occurrence is given to an advisor who accompanies student(s) to overnight conference/competitions beyond the school year or school day

\*\*\* Advisors of pre-approved clubs that meet beyond the school day for a minimum of 25 hours as recorded on a timesheet

## ARTICLE 18

### CO-CURRICULAR SALARIES

The following positions are fiscal year contracts. Employees holding these positions shall be evaluated on an annual basis by administration. An unsatisfactory evaluation will be cause for the position to be opened. Positions held by non-district staff will be opened on a yearly basis.

		2016-2017	2017-2018	2018-2019	2019-2020
		\$30.43	\$30.73	\$31.04	\$31.35
Band Director	220	\$6,695	\$6,762	\$6,829	\$6,897
Assistant BD	90	\$2,739	\$2,766	\$2,794	\$2,822
Band Staff	110	\$3,347	\$3,381	\$3,415	\$3,449
Yearbook (2)	110	\$3,347	\$3,381	\$3,415	\$3,449
Newspaper Adv.	100	\$3,043	\$3,073	\$3,104	\$3,135
Play Director	90	\$2,739	\$2,766	\$2,794	\$2,822
Play Assistant Dir.	80	\$2,434	\$2,459	\$2,483	\$2,508
Play Technical Set (2)	40	\$1,217	\$1,229	\$1,242	\$1,254
Musical Dir.	100	\$3,043	\$3,073	\$3,104	\$3,135
Assis Musical Dir	80	\$2,434	\$2,459	\$2,483	\$2,508
Musical BM.	55	\$1,674	\$1,690	\$1,707	\$1,724
Musical Technical Set (2)	45	\$1,369	\$1,383	\$1,397	\$1,411
Cl. Adv. FRESHMAN	45	\$1,369	\$1,383	\$1,397	\$1,411
Cl. Adv. SOPHOMORE	45	\$1,369	\$1,383	\$1,397	\$1,411
Cl. Adv. JUNIOR	65	\$1,978	\$1,998	\$2,018	\$2,038
Cl. Adv. SENIOR	55	\$1,674	\$1,690	\$1,707	\$1,724
HS Student Council (2)	45	\$1,369	\$1,383	\$1,397	\$1,411
MS Student Council (2)	35	\$1,065	\$1,076	\$1,086	\$1,097
Forensics	80	\$2,434	\$2,459	\$2,483	\$2,508
HS Choral Dir.	60	\$1,826	\$1,844	\$1,863	\$1,881
MS Jazz/Rock Dir.	20	\$609	\$615	\$621	\$627
MS Select Vocal Dir.	20	\$609	\$615	\$621	\$627
MS Yearbook (2)	20	\$609	\$615	\$621	\$627

\*110 points available for Band Staff positions to be allocated by the Band Director based on the number of people used to fill these assignments and the responsibility of each person.

A yearly longevity bonus of \$75 is given for any person who has 5 years of experience.

A yearly longevity bonus of \$150 is given for any person who has 10 years of experience. A yearly longevity bonus of \$200 is given for any person who has 15 years of experience. A yearly longevity bonus of \$300 is given for any person who has 20 years of experience. A yearly longevity bonus of \$400 is given for any person who has 25 years of experience.

The Band Director will be compensated at a rate of \$100 per football game and the Assistant Band Director at a rate of \$75 per football game beyond the completion of the regular season football schedule.

Salary is determined by multiplying points and dollars per point. The bonus is added on top of the salary.

**ARTICLE 19**

**COACHING SALARIES**

**Section 1. Salaries**

Coaching salaries for the length of the contract shall be paid according to the points and dollar values per the attached schedule (Appendix B). Salaries will be paid to the present incumbents in the position listed. If any new coaches are hired, the initial placement on the coaching salary schedule will be negotiated between the individual and the Board.

**Section 2. Contract Renewal/Vacancies**

Each coach will automatically have his/her coaching contract renewed for the following school year unless the Board notifies him/her in writing within 60 days following the close of the season to the effect that the Board does not plan to renew his/her contract for that particular sport. If a coach does not wish to have his/her contract renewed, he/she is to submit his/her resignation in writing to the Board within 60 days following the close of the season.

The Association agrees that when a vacancy occurs in a coaching position that the most qualified candidate as determined by the Board of School Directors shall be offered the position. The hiring and retention of non-bargaining unit coaches is not covered by this agreement.

**Section 3. Extended Season Pay**

Each varsity and varsity assistant coach will be paid 7.5% of their coaching salary for each week their team of seven or more individuals from their team plays beyond the regular season due to PIAA or league playoffs.

Each varsity and assistant varsity coach whose season is extended because of an individual(s) participating in PIAA or league playoffs will be paid 5% of their coaching salary per week.

**Section 4. Pay Period**

Coaches will be paid by separate check one-half way through the season and the remaining half at the completion of the season subject to approval of the Athletic Director and Administration.

**Section 5. Longevity Bonus**

Each coach will receive a longevity bonus added to his/her base salary for total years of coaching in the same sport in the Selinsgrove District.

- 10th through 14th years - Base salary plus \$150.00
- 15th through 19th years - Base salary plus \$250.00
- 20th through 24th years - Base salary plus \$350.00
- 25th through 29th years - Base salary plus \$450.00
- 30 years plus - Base salary plus \$550

**Section 6. New Coach Training**

All new coaches are required to take the National Federation of State High School Associations (NFHS) Fundamentals of Coaching Course at the district's expense.

**ARTICLE 20**

**PAYROLL DEDUCTIONS**

**Authorized Deductions**

The Selinsgrove Area School District agrees to deduct from the pay of an employee, who so authorizes in writing to the Business Manager, the following payroll deductions:

- a. Bargaining Unit Membership Dues
- b. Tax Sheltered Accounts
- c. United Way
- d. Pennsylvania State Employee Credit Union
- e. Security Flex 125 Program
- f. Cancer Insurance

**ARTICLE 21**

**ATHLETIC DIRECTOR/ASST. ATHLETIC DIRECTOR COMPENSATION**

The following positions are fiscal year contracts. Employees holding these positions shall be evaluated on an annual basis by administration. An unsatisfactory evaluation will be cause for the position to be opened.

	2016- 2017	2017- 2018	2018- 2019	2019- 2020
Athletic Director	\$14,234	\$14,376	\$14,520	\$14,665
Assistant Athletic	\$9,849	\$9,947	\$10,047	\$10,147

- (1) If the athletic director is a professional employee, release time of approximately 90 minutes per day shall be provided.

## ARTICLE 22

### PREDICTABLE LONG TERM SUBSTITUTES

Definition: A Predictable Long Term Substitute is a certified teacher employed beyond 45 consecutive days in the same position.

The following compensation and benefits shall be provided to predictable long term substitutes:

- a. Compensation shall be 82% of Level 1, Step I of the current collective bargaining agreement. Sick leave shall be provided at the rate of one day per 20 days of employment.
- b. Personal leave shall be provided at the rate of one day for every 90 days of employment.
- c. Medical insurance shall be made available on a 50% co-pay provided that the long term substitute is employed for 90 days or more and has no other medical insurance coverage.
- d. The district will provide a \$12,000 life insurance policy.
- e. All other fringe benefits in the collective bargaining agreement except as modified herein will be provided.
- f. If day-to-day substitution goes beyond 45 consecutive days in the same position, the substitute will be entitled to salary retroactive to day one and benefits of Predictable Long Term Substitute.

## ARTICLE 23

### PART-TIME EMPLOYEES

The following compensation and benefits shall be provided to part-time employees:

1. Compensation shall be calculated based on a comparison of the percentage of instructional time as compared to a full-time employee.
2. Preparation time shall be pro-rated based on the same percentage of instructional time.
3. Sick leave shall be provided at the rate of one day per 20 days of employment.
4. Personal leave shall be provided at the rate of one day for every 90 days of employment.
5. Health insurance (medical and dental) and vision reimbursement shall be pro-rated at the same percentage as compensation (item #1). The employee may elect to waive the health insurance and take the pro-rated cash value of the waiver.
6. All part-time employees shall pay the same healthcare premium as stipulated in Article 15 to be deducted equally over each pay period.

**APPENDIX A**

2016-17 through 2019-20

Salary Schedule

Step	B	M	M15	M30	M45
1	\$46,895	\$48,302	\$49,268	\$50,253	\$51,259
2	\$48,895	\$50,387	\$51,395	\$52,423	\$53,472
3	\$50,933	\$52,472	\$53,523	\$54,594	\$55,686
4	\$52,970	\$54,559	\$55,650	\$56,764	\$57,899
5	\$55,235	\$56,907	\$58,044	\$59,200	\$60,370
6	\$57,501	\$59,255	\$60,439	\$61,636	\$62,841
7	\$62,031	\$63,950	\$65,228	\$66,508	\$67,782
8	\$63,003	\$64,751	\$66,250	\$67,549	\$68,845
9	\$63,975	\$65,553	\$67,272	\$68,590	\$69,908
10	\$65,919	\$67,958	\$69,316	\$70,673	\$72,033
11	\$66,783	\$68,848	\$70,170	\$71,599	\$72,977
12	\$67,647	\$69,738	\$71,025	\$72,525	\$73,921
13	\$68,511	\$70,629	\$71,880	\$73,450	\$74,864
14	\$70,240	\$72,410	\$73,859	\$75,302	\$76,752
15	\$71,319	\$73,523	\$74,994	\$76,460	\$77,932
16	\$72,398	\$74,635	\$76,128	\$77,618	\$79,112
17	\$73,477	\$75,749	\$77,262	\$78,777	\$80,292
18	\$75,635	\$77,974	\$79,532	\$81,093	\$82,652
19	\$79,275	\$81,725	\$83,359	\$84,994	\$86,728
20	\$86,554	\$89,227	\$91,013	\$92,796	\$94,580
21	\$88,718	\$91,458	\$93,288	\$95,117	\$96,945

2015-16	2016-17	2017-18	2018-19	2019-20
Old Matrix Step	freeze on 2015-2016 matrix step	new matrix step	new matrix step	new matrix step
1	1	2	3	4
2	2	3	4	5
3	3	5	6	7
4	4	8	9	10
5	5	9	10	11
6	6	10	11	12
7	7	11	12	13
8	8	12	13	14
9	9	13	14	15
10	10	14	15	16
11	11	15	16	17
12	12	16	17	18
13	13	17	18	19
14	14	18	19	20
15	15	19	20	21
16	16	20	21	21
17 plus	17 plus	21	21	21
33 plus	33 plus	21	21	21

**APPENDIX B**

**COACHING SALARIES**

**Section 1. Salaries**

Years of Experience	2016-2017	2017-2018	2018-2019	2019-2020
1-2	230	232	234	237
3-4	264	266	269	272
5-6	290	293	295	299
7-8	319	322	325	328
9+	348	351	354	358

(Includes current year)

Head Coaches	Assistant Coaches
<b>Football</b>	<b>5 Varsity Football</b>
26	1 Junior High Head Football
	3 Asst. Junior High Football
	1 Boys Varsity Basketball
	1 9th Grade Boys Basketball
	1 8th Grade Boys Basketball
	1 7th Grade Boys Basketball
<b>Girls Basketball</b>	<b>1 Girls Varsity Basketball</b>
21	1 8th Grade Girls Basketball
	1 7th Grade Girls Basketball
<b>Wrestling</b>	<b>1 Varsity Wrestling</b>
20	1 Junior High Wrestling
	1 Asst. Junior High Wrestling
<b>Boys Track</b>	<b>3 Boys Varsity Track</b>
17	3 Girls Varsity Track
<b>Girls Track</b>	<b>3 Girls Varsity Track</b>
17	1 Boys Varsity Soccer
<b>Boys Soccer</b>	<b>1 2nd Asst. Boys Varsity Soccer</b>
16	1 Boys Junior High Soccer
	1 Asst. Junior High Boys Soccer
<b>Girls Soccer</b>	<b>1 Girls Varsity Soccer</b>
16	1 2nd Asst. Girls Varsity Soccer
	1 Girls Junior High Soccer
	1 Asst. Junior High Girls Soccer
<b>Field Hockey</b>	<b>1 Varsity Field Hockey</b>
16	1 2nd Asst. Varsity Field Hockey
	1 Junior High Field Hockey
	1 Asst. Junior High Field Hockey
<b>Baseball</b>	<b>2 Varsity Baseball</b>
16	2 Varsity Softball
<b>Softball</b>	
13	
<b>Boys Tennis</b>	
13	
<b>Girls Tennis</b>	
11	
<b>Golf</b>	
11	
<b>Boys Cross Country</b>	
11	
<b>Girls Cross Country</b>	
11	
<b>Bowling</b>	
11	
<b>Cheerleading*</b>	<b>1 Junior High Cheerleading</b>
16	

\* Cheerleading points split by the A.D.

<b>Elementary Intramurals Coordinator \$500</b>	
	1 Boys Basketball
	1 Girls Basketball
	1 Field Hockey