

AGREEMENT BETWEEN
BOARD OF SCHOOL DIRECTORS
OF THE
CENTRAL YORK SCHOOL DISTRICT
AND THE
CENTRAL YORK EDUCATION
ASSOCIATION

COVERING THE PERIOD
JULY 1, 2006
THROUGH
JUNE 30, 2010

2006/2007 2007/2008 2008/2009 2009/2010

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AGREEMENT

BETWEEN

THE BOARD OF SCHOOL DIRECTORS

OF THE

CENTRAL YORK SCHOOL DISTRICT

AND THE

CENTRAL YORK EDUCATION ASSOCIATION

Covering

Full-Time Professional Employees Operating Under the Rules and Regulations of the Central York School District Excluding First Level Supervisors and Management Level Employees.

Agreement Made and Entered Into By and Between the Board of School Directors of the Central York School District and the Central York Education Association.

In Witness Whereof, the parties above named have hereunto set their hands and seals this _____ day of May, 2007.

President, Central York Education
Association

Attested:

Secretary, Central York Education
Association

President, Board of School Directors

Attested:

Secretary, Board of School Directors

**ARTICLE I
RECOGNITION**

The Central York Education Association, hereinafter called the “Association,” is hereby recognized by the Central York School District, hereinafter called the “Employer,” as the bargaining agent for the full-time professional employees operating under the rules and regulations of the Central York School District primarily in non-administrative and non-supervisory teaching capacities; (i) as further defined as a result of Pennsylvania Labor Relations Board decision of July 27, 1971; and (ii) including long-term substitute teachers (as defined herein) and the athletic trainer; hereinafter called the “employees,” under the conditions of Pennsylvania Law (Act 195), providing for collective bargaining with respect to wages, hours and other terms and conditions of employment.

Both parties aver that this Agreement sets forth the terms and conditions to which each party agrees to be bound, and that such Agreement has been reached voluntarily without undue or unlawful coercion or force by either party.

**ARTICLE II
DURATION**

Except as otherwise provided herein, the provisions of this Agreement shall become effective on July 1, 2006, and shall continue in effect until June 30, 2010, 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 by an amendment to this Agreement to which amendment both parties shall signify their approval by affixing their signatures thereto.

This Agreement shall not become effective unless and until it is:

A. Ratified by a majority of the members of the Association who are also members of the bargaining unit for whom the Association is the bargaining agent, voting at a meeting duly called for such a purpose. Minutes of the meeting shall be provided as evidence of the majority vote.

B. Approved by the Board of School Directors of the Central York School District by resolution duly adopted at a public meeting.

Upon written notice to the other party, any time after October 31, 2009, either party may request the opening of negotiations for a new contract. Within twenty (20) days after receipt of such notice, the parties shall meet to schedule an initial negotiation session. Pursuant to the provisions of Act 88, if no agreement has been reached between the parties on or before February 24, 2010, and mediation has not been utilized, both parties shall immediately in writing call on the service of the Pennsylvania Bureau of Mediation.

**ARTICLE III
SCOPE AND SEPARABILITY**

The parties agree that all items in this Agreement have been arrived at through negotiation and are included by mutual consent, and therefore agree that negotiations will not be reopened on any item whether contained herein or not, during the term of this Agreement.

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law; all other provisions or applications shall continue in full force and effect.

**ARTICLE IV
MEET AND DISCUSS**

A. ESTABLISHMENT AND PURPOSE

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 Act 195.

B. ORGANIZATION

The committee shall be composed of not more than four (4) nor less than two (2) members of the Association and not more than four (4) nor less than two (2) members appointed by the Board of School Directors; one of which will be the Superintendent or, in the event of the absence of the Superintendent, a designated appointee.

Committee members representing the Association will be selected by the Association and committee members representing the Board will be selected by the Board, each may change its appointees at its option.

C. PROCEDURAL RULES

The committee shall adopt its own rules and regulations. Meetings shall be held each month during the months of September through June, or may be mutually waived by the parties.

The initiative for preparing an agenda and chairing the meeting shall alternate. The agenda shall be presented in writing to the Association President and the Superintendent one (1) week before each meeting, and only those items included on the agenda will be discussed at the meeting. Timely or urgent items can be included on any agenda by request and mutual consent.

**ARTICLE V
LOCKOUT AND STRIKE PROHIBITION**

Both parties agree to faithfully abide by the applicable provisions of the Public Employee Relations Act (Act 195) and Act 88. 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 term of this Agreement, and the Association pledges that members of the bargaining unit will not engage in a strike (as those terms are defined in Act 88) during the term of this Agreement.

**ARTICLE VI
PROCEDURE FOR ADJUSTMENT OF GRIEVANCE**

A. GRIEVANCE DEFINITION

A grievance is hereby defined as an allegation by one or more employees that there has been a violation, misinterpretation or misapplication of the provisions of this Agreement.

B. REPRESENTATION

An employee may seek and use the assistance of a designated representative in the presentation and/or appeal of any grievance.

C. TIMELINESS

Failure of an employee to timely file a grievance and/or to proceed to the next step of the grievance procedure within the time limits set forth shall be deemed an acceptance of the action or the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance. The failure of an administrator at any step to communicate his/her decision to the employee within the specified time limits shall permit the employee to proceed to the next step.

D. PROCEDURE

(1) Level 1 - Principal

The employee or employees initiating a grievance shall present the grievance in writing to the appropriate principal/supervisor within fifteen (15) work days of its occurrence, or the date when its occurrence should have been discovered, assuming due diligence on the part of the employee. The grievance shall clearly and concisely set forth the facts alleged, the specific contract provision in question, and a statement of the relief sought. Such principal/supervisor shall reply to the grievance within five (5) work days after its initial presentation.

(2) Level 2 – Superintendent

If the action at Level 1 failed to resolve the grievance, the employee or employees initiating such grievance may, within five (5) work days after receipt of the reply at Level 1, or in the absence of such reply, within five (5) work days after such reply was due, refer the alleged grievance to the Superintendent, such presentation to be in writing setting forth the matter complained of. The Superintendent shall reply to the grievance within five (5) work days after its presentation.

(3) Level 3 – Board

If the action at Level 2 failed to resolve the grievance, the employee or employees initiating such grievance may, within five (5) work days after receipt of the reply at Level 2, or in the absence of such reply, within five (5) work days after such reply was due, refer the alleged grievance to the Board, such presentation to be in writing setting forth the matter complained of and to be delivered to the Secretary of the Board. The Board may choose to hear directly from a grievant or the Association about a grievance. The Board shall take final action on the grievance at the next official Board meeting and shall notify the grievant within three (3) work days of such meeting.

(4) Level 4 – Arbitration

If the action at Level 3 failed to resolve the grievance, the employee or employees initiating such grievance may, within five (5) work days after receipt of the reply at Level 3, or in the absence of such reply, within five (5) work days after such reply was due, refer the alleged grievance to arbitration as provided in Section 903 of Act 195, utilizing the services and procedures of the Pennsylvania Bureau of Mediation. The costs for the arbitration of a grievance shall be borne equally by the Employer and the Association.

**ARTICLE VII
SALARY**

A. SALARY

The parties agree that salaries to be effected by this Agreement are accurately reflected in Appendix A (including the Salary Notes thereto), made part of this Agreement, and that the schedules of salaries, set forth in Appendix A, shall be the schedules which shall remain in force for the period of this Agreement.

B. EXTRACURRICULAR SALARY

The parties agree that extracurricular salaries, to be effected by this Agreement, are accurately reflected in Appendix B (including the Salary Notes thereto), made part of this

Agreement, and that the schedules for extracurricular salary, set forth in Appendix B, shall be the schedules which shall remain in force for the period of this Agreement.

C. HOMEBOUND INSTRUCTION

Employees providing homebound instruction shall be compensated at the rate of \$30.00 per hour for each hour of actual instruction. For every five (5) hours of actual homebound instruction provided, the employee providing homebound instruction shall be compensated for one hour of planning time.

D. CURRICULUM WRITING

Employees who write curriculum at the request and direction of the Employer shall be compensated at the rate of \$30.00 per hour.

**ARTICLE VIII
HEALTH BENEFITS**

A. HEALTH BENEFITS

Effective July 1, 2007, the Employer will provide, in cooperation with its employees, a choice of health benefit plans (either a Traditional Indemnity Plan or PPO) through the Lincoln Region School Employees' Health and Welfare Trust. For 2006/2007, only the Traditional Indemnity Plan is available. Summary Plan Descriptions for each plan are attached as Appendix C-1 and Appendix C-2.

B. DENTAL BENEFITS

The Employer will provide, in cooperation with its employees, a program of dental benefits for employees and their dependents identical to those provided by the Lincoln Region School Employees' Health and Welfare Trust during 2005/2006.

C. EMPLOYEE CONTRIBUTION

Employees enrolled in the plans set forth in Sections A and B shall contribute, on a monthly basis, via payroll deduction from each pay, a portion of the total cost of those benefits, as determined by the Lincoln Region Trust, as follows:

(1) Effective July 1, 2006, for the 2006-2007 school year: five (5%) percent of the cost for the specific level of coverage (single, employee with one (1) dependent, or employee with more than one (1) dependent) selected by the employee. For 2006-2007, those total costs, on a monthly basis are \$444.00, \$1,064.00, and \$1,251.00, respectively, resulting in employee contributions of \$22.00, \$53.00, and \$63.00, respectively.

(2) Effective July 1, 2007, for the 2007-2008 school year: six (6%) percent of the cost of the specific level of coverage (as listed above), selected by the employee. For 2007-2008, those total costs are \$434.50, \$1,042.00, and \$1,224.00, resulting in employee contributions of \$26.00, \$63.00, and \$73.00, respectively.

(3) Effective July 1, 2008, for the 2008-2009 and 2009-2010 school years: seven (7%) percent of the cost of the specific level of coverage (as listed above), selected by the employee. With respect to the 2008-2009 and 2009-2010 school years, employee contribution shall be calculated based on the monthly cost but in no event shall the monthly cost be considered to have increased more than ten (10%) percent over the previous year's monthly cost.¹

Provided that it is consistent with applicable Internal Revenue Code and Regulations, said contributions shall be deducted from pay prior to withholding of Federal income tax.

D. GROUP LIFE INSURANCE BENEFITS

The Employer will provide group term life insurance with accidental death and dismemberment benefits to employees in the amount of \$41,000 for the duration of this Agreement. Such benefits shall be reduced by fifty (50%) percent upon the employee reaching age seventy (70).

E. EMPLOYEE ASSISTANCE PROGRAM

The Employer agrees to provide an Employee Assistance Program (EAP) to the professional employees of the district, not to exceed a premium cost of twelve dollars (\$12.00) per employee, per year. The EAP provider will be chosen by mutual agreement between the employees and the Employer. The Employer and the employees understand the possible sensitive nature of issues raised between the EAP provider and the employee and therefore agree that neither the employees nor the Employer has the ability to require a breach of any confidentiality established between the employee and the provider. The EAP provider will supply periodic reports to the Employer and the employee representative indicating the number of employees who have accessed the provider for any reason.

F. JOINT STUDY COMMITTEE

The Association and the Employer shall establish a committee (or committees) to investigate and consider the issues of disability insurance and sick leave bank.

¹ For example, if in 2007-2008 the monthly cost is \$1,000.00 and in 2008-2009 the monthly cost increases to \$1,500.00 per month, the employee contribution would be 7% of \$1,100.00 or \$77.00 per month (not 7% of \$1,500.00 or \$105.00 per month).

**ARTICLE IX
LEAVES OF ABSENCE**

A. SICK LEAVE

(1) Each employee is entitled to sick leave as provided in the Public School Code. Each employee will be permitted three (3) consecutive days of absence for illness without a physician's certificate. A physician's Certificate of Illness or Injury form may be required for all other days of absence due to illness, excluding the aforementioned three (3) 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 1154 of the Public School Code. If such certificate is filed within five (5) days after return to work following illness, no payroll deduction will be made because of absence.

(2) Secondary employees requesting sick leave shall, absent extraordinary circumstances, call the principal or his/her designee before 6:30 a.m. on the first day of such absence. Elementary employees requesting sick leave shall, absent extraordinary circumstances, call the principal or his/her designee before 6:45 on the first day of such absence. Additionally, and in order to provide for continuity of substitute teachers, the employee shall make every reasonable effort to notify the principal/designee no later than 3:00 p.m. as to whether or not the employee plans to return to work the following day.

(3) During 2006-2007, up to two (2) days of sick leave may be used as family illness leave. During 2007-2008, up to three (3) days of sick leave may be used as family illness leave. Effective July 1, 2008, up to four (4) days of sick leave may be used as family illness leave. Family illness leave will be granted for illness, accident or serious medical crisis (including major surgery), involving a member of the employee's immediate household, a parent or dependent child of the employee who lives outside the household. Where two people from the same family are employed by the Employer, only one employee may use family illness leave on any one day. The procedure for reporting off work shall be the same as that used when reporting off for the employee's personal use of sick leave. Family illness leave may not be taken in partial days unless an employee is unexpectedly called away from work due to family illness as defined by this paragraph.

(4) The procedure and phone numbers for requesting sick leave shall be established before the opening inservice and shall be clearly communicated, in writing, to all staff before the first instructional day. Changes in this procedure shall be similarly communicated in a timely manner.

B. PERSONAL LEAVE

(1) Two full days of personal leave shall be granted, with no loss of pay, to each employee each school year. Partial days may not be taken except that one of the two days

may be taken in half days and half days will be permitted on requests of an emergency nature. Days not used may:

a. as to a maximum of two (2) such days, be accumulated and carried forward to the next school year such that, at any one time, a maximum of four (4) days may be accumulated; or

b. be compensated at the rate of ninety dollars (\$90.00), which compensation shall be added to the June salary payment.

(2) Employees shall notify the Business Office on or before June 1 of each year if they desire compensation; otherwise, any unused day or days will be accumulated, unless the maximum accumulation has been reached, in which case the day or days will be compensated.

(3) In the event that the employee resigns, retires, or goes on leave, the number of personal leave days shall be prorated on the following basis:

Less than 91 Days:	0
91 Days Completed:	1
182 Days Completed:	2

(4) Limitations

a. Personal leave shall not be taken on an in-service or parent conference day.

b. With respect to the use of one-half (1/2), one (1) or two (2) consecutive personal leave days:

1) Five (5) school days prior notice concerning the date of absence shall be given to the principal on the form provided by the Employer.

2) Personal leave days shall not be taken during the first ten (10) school days or the last ten (10) school days of the school year. This exclusion shall be defined as including the first nine (9) student/instructional days plus the immediately preceding workday and the last nine (9) student/instructional days plus the immediately following workday.

c. With respect to the use of three (3) or four (4) consecutive personal leave days:

1) Thirty (30) calendar days prior notice concerning the date of absence shall be given to the principal on the form provided by the Employer.

2) Such leave shall not be taken during the first or last three weeks of school, nor shall such leave be taken more than once every three (3) years.

d. Days shall be considered as consecutive when they fall on successive working days regardless of the number of non-working days which may intervene.

e. No more than ten (10%) percent of the employees assigned to any one building, subject to a maximum of eight (8) employees in any one building, shall be permitted to use personal leave on any one day. Employees using one-half day of personal leave shall be deemed to be on leave all of that day.

f. If the personal leave request is of an emergency nature, the limitations listed in paragraph 4 b. and e. above will be waived. Examples of personal leave days of an emergency nature are:

- 1) Serious illness in the family.
- 2) Extension of time in case of death in the family beyond that provided by law.
- 3) Urgent reasons that cannot be taken care of at another time and are of unexpected nature.

C. EMERGENCY LEAVE

Each employee shall be entitled to one (1) day of emergency leave each school year for the following purposes:

(1) a documented catastrophe to personal property of the employee, subject to reasonable approval by the Superintendent.

(2) absence from work because of a death of a member of the immediate family of the employee's spouse or other member of the employee's immediate household to the extent such absence is not provided for by the Public School Code of 1949.

D. SABBATICAL LEAVE

The Employer will grant sabbatical leave and leave of absence for professional development in accordance with the provisions of the School Code. No benefits of this Agreement, except those provided in Article VIII and X.A., shall accrue to the employee while on sabbatical leave or leave of absence for professional development.

E. ASSOCIATION LEAVE

One or more employees, as designated by the Association, shall be permitted to attend conferences, workshops or conventions of the PSEA and/or NEA for an aggregate of fifteen (15) teacher days without loss of pay, provided that the Association reimburses the Employer for the prevailing cost of providing substitute employees for those days. No one employee may be absent for more than three (3) days for this purpose during any school year, with the exception of the President and Vice-President, who may be absent no more than five (5) days for this purpose during any school year.

F. BEREAVEMENT LEAVE

Employees may be absent from work without loss of pay for up to three (3) days because of a death in the immediate family. The immediate family is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, or near relative who resides in the same household, or any person with whom the employee makes his home. Employees may be absent on the day of the funeral of a near relative without loss of pay. A near relative is defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law, or grandchild.

G. UNCOMPENSATED LEAVE OF ABSENCE FOR CHILD REARING

Uncompensated leave for the purpose of child rearing may be granted, at the sole discretion of the Board, to employees who have completed at least two years of regular employment with the Employer and who have exhausted all available FMLA leave. Such leave, when granted, will be in accordance with the following guidelines:

(1) Requests for uncompensated leave shall be made to the Superintendent at least three (3) months in advance of the desired starting date.

(2) Uncompensated leave may be granted for a period of one-half school term or one school term.

(3) To preserve the integrity of the educational program, all uncompensated leaves will terminate at the end of a school term or one-half school term.

(4) At the expiration of the uncompensated leave, the employee shall be offered a position similar to that previously held.

(5) Time on uncompensated leave shall not count as time on the job. While on uncompensated leave, the employee shall not be entitled to medical/dental or life insurance benefits provided by the Employer. The employee will be given the option to maintain medical/dental and/or life insurance coverage with the consent of each provider and with the employee paying the full costs.

(6) While on uncompensated leave, the employee shall not be entitled to sick leave pay if disability does then occur.

H. JURY DUTY

Employees who are called for jury duty shall be permitted to serve and will not be penalized for doing so. Should an employee be called for jury duty the employee shall complete an Absence from Duty form with the “Jury Duty” line checked on the form and attach a copy of the notice. Employees shall receive normal pay from the Employer for the period of jury duty. Employees shall submit payment received from the jury duty to the business office after deducting unreimbursed expenses accompanied by receipts. Employees must submit to the business office a record from the County, Commonwealth or Federal Court verifying the number of days served.

I. FMLA

The Family and Medical Leave Act of 1993 provides for the possibility of leave for eligible employees in the event of birth, adoption, or serious health condition of the employee or family member. Leave, under this provision, is limited to twelve (12) weeks per year and will be without pay and/or benefits except as expressly provided by the Act. During a leave of this type, the Employer will maintain health care benefits (medical and dental) at the level and under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. If the employee fails to return to employment after the leave, the Employer may recover the costs for such coverage unless this failure to return is due to a continuation, recurrence, or onset of the serious health condition or other circumstance beyond the control of the employee. To be eligible for leave under this provision, the individual must be employed for (1) at least twelve (12) months; and (2) for at least 1,250 hours during the previous twelve (12) months. The eligible twelve (12) month period will be a “rolling” twelve month period measured backward from the date an employee uses any FMLA leave.

ARTICLE X REIMBURSEMENTS

A. GRADUATE CREDITS

(1) The Employer will reimburse employees the lesser of the amount of tuition and fees actually paid by such employee up to the Pennsylvania State University rate per graduate credit (or in the case of courses taken under (5) below, the undergraduate rate) for courses which are (1) in the subject area of the employee’s current assignment; or (2) in general instructional techniques; or (3) in classroom management directly related to classroom application; or (4) in subject areas which are applicable toward a new certification; or (5) undergraduate courses required for obtaining highly qualified status under NCLB.

(2) No more than a total of fifteen (15) qualifying graduate or undergraduate credits are eligible for reimbursement during the 2006-2007 school year. Additionally, for 2006-2007 only, reimbursement for credits beyond M+45 is limited to fifty (50%) percent of the tuition and fees actually paid by the employee or fifty (50%) percent of the Penn State University rate, whichever is less. Beginning in 2007-2008, no more than a total of twelve (12) qualifying graduate or undergraduate credits are eligible for reimbursement during each school year (July 1 through June 30) and credits beyond M+45 are reimbursed on the same basis as other credits. Credits may not be carried over to the proximate year for reimbursement, except in the following cases:

a. an employee on leave of absence for professional development may be reimbursed for as many as fifteen (15) credits per semester while on such leave (with respect to a one semester leave, the employee may submit up to twelve (12) credits for reimbursement in the school year during which the leave occurs and may carry forward up to three (3) credits; with respect to a two semester leave, an employee may submit up to eighteen (18) credits for reimbursement in the school year during which the leave occurs and may carry forward up to twelve (12) credits).

b. an employee enrolled in an academic program which requires that more than twelve (12) credits be taken during a school year, may be reimbursed for twelve (12) such credits in that year and may carry forward up to three (3) such credits for reimbursement in the following year.

(3) All courses must be approved by the Superintendent before registration. The Employer will reimburse only once for any course and will not reimburse for courses that carry the same graduate number or contain substantially the same course description or outline as courses previously reimbursed (unless prior approval is given by the Superintendent in his or her sole discretion). The course description must be printed in the catalog of course offerings or some other official document published by the college or university. Courses are not eligible for reimbursement where attendance at a workshop, conference or meeting already paid for by the Employer is a course requirement. To be eligible for reimbursement, the employee must have made payment directly to the college or university and must achieve at least a grade of B. Except as provided in section (2)a and b above, no more than six graduate credits will be approved for payment during a semester or term that is concurrent with the employee's work year, and the maximum payment for any one fiscal year will be fifteen (15) credits in 2006-2007 and twelve (12) credits thereafter.

(4) In the event an employee voluntarily terminates employment prior to the expiration of one full school year following the successful completion of college or university credits for which reimbursement has been paid, the employee shall be required to repay the amount of such reimbursement to the District, through payroll deduction, from the employee's remaining paycheck(s). If the full amount cannot be recovered through payroll deduction, the employee shall otherwise repay the full amount within ninety (90) calendar days from the date of separation from employment.

B. MILEAGE REIMBURSEMENT

Employees who are required to use their private automobiles to travel from school to school within the District shall be reimbursed at the rate established, from time to time, by the Internal Revenue Service. The employee shall complete the forms required by the Business Manager, and only administratively authorized travel shall be reimbursed. This provision does not apply to travel in connection with performance of duties under a co-curricular (Appendix B) contract.

Request for reimbursement for travel allowance must be received by the Business Manager on or before the first day of the month for payment according to the following schedule:

Payment on December 15	Payment on March 15	Payment on June 15
September	December	March
October	January	April
November	February	May
		June

**ARTICLE XI
OTHER BENEFITS**

A. RETIREMENT PAYMENT

(1) An employee who submits to the employer, at least ninety (90) calendar days before their last day of service prior to retirement, a letter of resignation, will receive a retirement payment computed on the number of days of unused sick leave, not to exceed 140 days at the rate of: (a) \$40 per day for retirement during the 2006-2007 school year; and (b) \$45 per day effective July 1, 2007. This payment will be made following the last regular pay. This provision shall only be effective if the employee qualifies for a retirement annuity under the provisions of the Pennsylvania School Employees Retirement System.

(2) An employee who retires after twenty (20) or more but less than thirty (30) years of service with the employer, shall be entitled to health benefits pursuant to Article VIII, paragraph A hereof (for the employee only--no dependent coverage) for two (2) years from the effective date of retirement. An employee who retires after thirty (30) or more years of service with the employer, shall be entitled to health benefits pursuant to Article VIII, paragraph A hereof (for the employee only—no dependent coverage) for three (3) years from the effective date of retirement. The cost of such benefits shall be paid by the employer except for any amount as to which the retired employee is eligible for reimbursement pursuant to the PSERS Health Insurance Premium Assistance Program (HIPAP).

B. PAY PROCEDURE

(1) The Employer agrees to pay all employees, in twenty-four (24) equal installments on the fifteenth and the last day of each month, beginning in September of each school year, unless this day falls on a Saturday, Sunday or bank holiday, in which case salary will be paid on Friday, or the day preceding the bank holiday. Upon written request from the employee by June 1, the July and August salary will be paid on June 30.

(2) The Employer agrees to deduct from the pay of an employee, who so authorizes in writing, the following payroll deductions:

- a. Health benefits
- b. Tax sheltered annuities (subject to a maximum of twelve (12) such plans)
- c. United Way
- d. Professional organization membership dues
- e. Credit Union
- f. Flexible Spending Account (FSA)

The Business Manager will issue one monthly payment to the designated officer of the bargaining agent to cover the combined professional membership dues.

(3) Requests for reimbursement for credits and for payment for work under supplemental contracts must be documented and received by the Business Manager: (i) on or before the first day of the month for payment on the fifteenth of the month; or (ii) on or before the fifteenth day of the month for payment on the last day of the month.

(4) The Employer agrees to pay supplemental contracts in nearly equal payments according to the following schedule:

<u>Fall</u> <u>Activities</u>	<u>Winter</u> <u>Activities</u>	<u>Spring</u> <u>Activities</u>	<u>10-Month</u> <u>Activities</u>
September	December	March	
October	January	April	September thru
November	February	May	June

C. NOTIFICATION OF VACANCIES

Whenever a vacancy is deemed by the Board of School Directors to exist with respect to a permanent vacancy in the bargaining unit, administrative staff or an extracurricular position, written notice of same shall be posted in all common areas and on the District's webpage. Interested and qualified employees may apply, and will be granted an interview. All

decisions with respect to filling any such positions rest solely with the Board of School Directors and are not subject to the grievance procedure.

ARTICLE XII WORK YEAR

The contractual work year shall consist of 194 working days for the duration of this Agreement. Guidance counselors shall work an additional fifteen (15) days (high school) or an additional ten (10) days (all other schools) beyond the contracted work year. The Employer shall have the sole discretion, within the constraints of its legal authority, to establish the calendar for the work year. However, it can be reasonably anticipated that contractual work days will be allocated as follows during the term of this Agreement:

A. At least three (3) working days shall be non-instructional days as follows: (i) two (2) days pay per year shall serve to compensate employees for attendance beyond the school day at staff meetings, informal meetings, and parent-teacher conferences; it is understood that this is not hour for hour compensation for work performed, but that the time allocated for these activities will approximate two work days for such purposes; (ii) one day's pay per year shall serve to compensate for two (2) evening commitments per employee, per year as designated by the Employer. Each such evening event shall count as one-half working day.

B. One (1) day will be scheduled for parent conferences the day before Thanksgiving vacation. If parent working schedules cannot be accommodated during the day, conferences may be scheduled in the evening during a four-day period immediately preceding the scheduled day and compensatory time shall be granted on the day before the Thanksgiving vacation.

C. Three (3) days shall be allocated to scheduled inservice (e.g. opening day, closing day, staff development, etc.)

D. It is anticipated that there will be 184 student instructional days each year during the term of this Agreement.

E. Staff development assignments shall be scheduled outside the normal school day as follows:

Three (3) days allocated to eighteen (18) hours each year during the term of this Agreement.

F. Days lost because of the closing of school shall not be considered working days.

G. Teacher Web Page: Teachers are required to establish and maintain a "Teacher Page" on the District's website. The Employer and the Association shall establish a committee to consider matters related to the content and design of the teacher pages.

ARTICLE XIII
PUBLICATION AND DISTRIBUTION OF AGREEMENT

The Employer shall prepare five hundred (500) copies of this Agreement within thirty (30) days after signing of this Agreement. The Employer shall give all employees now employed or employed during the term of this Agreement a copy of this Agreement. The cost for preparation of these copies shall be borne equally by the Association and the Employer.

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**APPENDIX A
SALARY NOTES**

1. Except as provided in Note 2 below, step placement shall be based on years of service recognized by the Employer as follows:

Years of Service in 2005/2006*	Step on Schedule 2005/2006	Step on Schedule 2006/2007	Step on Schedule 2007/2008	Step on Schedule 2008/2009	Step on Schedule 2009/2010
					1
				1	2
			1	2	3
		1	2	3	4
1st	1	2	3	4	5
2nd	2	3	4	5	6
3rd	3	4	5	6	7
4th	4	5	6	7	8
5th	5	6	7	8	9
6th	6	7	8	9	10
7th	7	8	9	10	11
8th	8	9	10	11	12
9th/10th	9	10	11	12	13
11th	10	11	12	13	14
12th	11	12	13	14	15
13th	12	13	14	15	15
14th	13	14	15	15	15
15th/16th	14	15	15	15	15
17th or more	15	15	15	15	15

Due to various provisions of this and former collective bargaining agreements, the years of service indicated in the first column of the chart shown in Appendix A, Section 1 above, may not correspond with the indicated step placement for all employees.

2. Bachelor's Salary Schedule: The step placement schedule set forth in section 1 above does not apply to employees in the Bachelor's column who are on Step 8 through 15 in 2005-2006. Employees who are placed on Step 8 of the Bachelor's column in 2005-2006 or thereafter, shall not advance beyond Step 8 in subsequent years. Employees in the Bachelor's column on Steps 9, 10, 11, 12, 13, 14 or 15 in 2005-2006 shall receive a salary increase of \$1,000.00 per year for each year during the term of this Agreement. Upon attainment of a Master's Degree or a Master's Equivalency, step placement for the aforementioned individuals shall be based upon the employee's years of service as shown in the schedule set forth in section 1.

3. Provided the final rating of the employee is satisfactory, the employee's step placement shall be as indicated in paragraph 1 above. It is noted that step placement does not necessarily correlate with years of service.

4. If the final rating of the employee is unsatisfactory, the employee's salary shall be frozen at the amount in effect at the time of the final unsatisfactory rating and shall remain so until the school year following the employee's next receipt of a final rating of satisfactory, at which time the employee shall be placed on that step of the salary schedule which is appropriate to the employee's years of service, but without credit for: (a) the year in which the initial unsatisfactory rating was received; and (b) any intervening years prior to the year in which the employee next received a satisfactory rating.*

*for example, an employee in his/her tenth (10th) year of service in year 1 who receives a final rating of unsatisfactory, takes a sabbatical leave of absence in year 2, and then receives a final rating of satisfactory in year 3, would be placed on that step in year 4 which is appropriate for employees in their eleventh (11th) year of service, as of year 4.

5. Employees who are employed for at least half the days (equivalent to one semester) in the then current teacher work year shall receive salary credit for a full year of experience in that school year. Employees who are employed for less than half the days (equivalent to one semester) in the then current teacher work year shall receive no salary credit for experience in that school year.

6. Guidance counselors who work more than the contractual work year provided in Article XII shall receive per diem pay for days worked beyond such contractual work year. The per diem pay shall be determined by dividing the employee's annual salary (from Appendix A) by the number of days in the contractual work year.

7. If an employee earns credits or a degree which will result in a change in salary classification, such credits or degree must be earned and supporting documentation thereof submitted to the Superintendent: (a) on or before August 31, in order for said change to be effective as of the September 15 pay date; and (b) on or before December 31 in order for such change to be effective as of the January 15 pay date. In either case, if an official transcript has not been issued by the institution as of ten (10) calendar days prior to the applicable deadline, a letter to the Superintendent certifying to that fact will provide for a thirty (30) day extension of the deadline.

8. The Board of School Directors reserves the right to grant additional steps above and beyond the salary schedule in individual situations, or as required by law.

9. To be awarded classifications beyond the Master's degree, the following conditions must be met:

(a) Courses must be graduate credits which have been approved by the District for payment under Section X A.

(b) Official transcripts must accompany the request for placement and must give a clear indication that the course carried graduate credits.

(c) All graduate credits accumulated except those for the Master's degree itself may be applied toward classifications beyond the Master's degree.

10. Employees who earn National Board Certification issued by the National Board for Professional Teaching Standards shall receive a one-time stipend of Two Thousand (\$2,000.00) Dollars and shall be reimbursed for the fees associated with obtaining such certification (not to exceed \$2,500.00) within sixty (60) days of receipt of such certification. In the event the employee subsequently resigns his/her employment within two (2) years of the receipt of the stipend and reimbursement, such amounts shall be repaid to the District.

11. Employees who have earned a Master's Equivalency shall be placed on the Master's column of the salary schedule but are not eligible for placement on any column beyond the Master's column.

12. The employees will be notified in writing of their step placement on this salary schedule on an appropriate form signed by the Superintendent.

13. Long-Term Substitute Teachers

(a) Definition. Long-term substitute teachers shall be defined as substitute teachers hired for a minimum of ninety (90) consecutive school days.

(b) Initial Placement. Long-term substitute teachers shall be placed on the salary schedule at a step level mutually agreed upon between the District and that employee but not less than Step 1.

(c) Step Movement. Long-term substitute teachers employed in consecutive school years shall be eligible for step movement in accordance with provisions applicable to regular professional employees and subject to the same provisions set forth in Appendix A (Salary Notes), paragraph 5; otherwise the District shall not be required to recognize or give credit to long-term substitute teachers for prior years of service in the District as a long-term substitute or professional employee.

(d) Inapplicable Provisions. The following provisions of the Agreement shall not apply to long-term substitute teachers:

- (1) Article IX, Leaves of Absence

- D. Sabbatical Leave
- E. Association Leave

- (2) Article X, Reimbursements
 - A. Graduate Credits

- (3) Article XI, Other Benefits
 - A. Retirement Payment

14. Athletic Trainer

(a) Compensation. The Athletic Trainer shall be compensated at 103% of the applicable column of the salary schedule and shall advance on the schedule in the same manner and subject to the same conditions as regular professional employees.

(b) Work Year/Work Schedule. The work year and work schedule for the Athletic Trainer shall be as determined by mutual agreement between the Athletic Director and the Athletic Trainer or, in the absence of such mutual agreement, as determined by the Athletic Director; provided however, that the total work requirement shall not exceed an average of forty (40) hours per week for a period of forty (40) weeks. It is understood that the duties of the Athletic Trainer are generally as set forth in the District's job description (which is subject to modification at the District's discretion) and involves a work year that commences on or about mid-August and continues through the end of the school year. It is also understood and agreed that the daily schedule of the Athletic Trainer is required to be flexible in order to perform the assigned duties.

(c) Inapplicable Provisions. The following provisions of the Agreement shall not apply to the Athletic Trainer:

- (1) Article IX, Leaves of Absence
 - D. Sabbatical Leave

- (2) Article XII, Work Year

**APPENDIX A-1
SALARY SCHEDULE**

2006-2007

Step	Bachelors	Masters	Master +15 Grad Credits	Master +30 Grad Credits	Master +45 Grad Credits	Master +60 Grad Credits/Earne d Doctor Degree
1	37,313	38,634	39,955	41,276	43,257	45,568
2	37,974	40,592	41,912	43,233	45,215	47,526
3	38,634	42,549	43,870	45,191	47,172	49,484
4	39,294	44,507	45,828	47,149	49,130	51,441
5	39,955	46,465	47,785	49,106	51,087	53,399
6	40,615	48,422	49,743	51,064	53,045	55,357
7	41,276	50,380	51,701	53,022	55,003	57,314
8	41,936	52,338	53,658	54,979	56,960	59,272
9		54,295	55,616	56,937	58,918	61,229
10		56,253	57,574	58,894	60,876	63,187
11		58,210	59,531	60,852	62,833	65,145
12		60,168	61,489	62,810	64,791	67,102
13		62,126	63,447	64,767	66,749	69,060
14		64,083	65,404	66,725	68,706	71,018
15		66,041	67,362	68,683	70,664	72,975

**APPENDIX A-2
SALARY SCHEDULE**

2007-2008

Step	Bachelors	Masters	Master +15 Grad Credits	Master +30 Grad Credits	Master +45 Grad Credits	Master +60 Grad Credits/Earne d Doctor Degree
1	39,137	39,812	42,173	44,535	46,897	49,258
2	40,149	41,788	44,149	46,511	48,873	51,235
3	41,161	43,764	46,126	48,487	50,849	53,211
4	42,173	45,740	48,102	50,463	52,825	55,187
5	43,186	47,716	50,078	52,440	54,801	57,163
6	44,198	49,692	52,054	54,416	56,777	59,139
7	45,210	51,668	54,030	56,392	58,754	61,115
8	46,222	53,645	56,006	58,368	60,730	63,091
9		55,621	57,982	60,344	62,706	65,067
10		57,597	59,958	62,320	64,682	67,044
11		59,573	61,935	64,296	66,658	69,020
12		61,549	63,911	66,272	68,634	70,996
13		63,525	65,887	68,249	70,610	72,972
14		65,501	67,863	70,225	72,586	74,948
15		67,477	69,839	72,201	74,562	76,924

**APPENDIX A-3
SALARY SCHEDULE**

2008-2009

Step	Bachelors	Masters	Master +15 Grad Credits	Master +30 Grad Credits	Master +45 Grad Credits	Master +60 Grad Credits/Earne d Doctor Degree
1	40,084	41,467	43,885	46,304	49,069	51,833
2	41,121	43,441	45,860	48,279	51,043	53,808
3	42,158	45,416	47,835	50,254	53,018	55,782
4	43,194	47,390	49,809	52,228	54,993	57,757
5	44,231	49,365	51,784	54,203	56,967	59,732
6	45,268	51,340	53,758	56,177	58,942	61,706
7	46,304	53,314	55,733	58,152	60,916	63,681
8	47,341	55,289	57,708	60,126	62,891	65,655
9		57,263	59,682	62,101	64,866	67,630
10		59,238	61,657	64,076	66,840	69,605
11		61,213	63,631	66,050	68,815	71,579
12		63,187	65,606	68,025	70,789	73,554
13		65,162	67,581	69,999	72,764	75,528
14		67,136	69,555	71,974	74,739	77,503
15		69,111	71,530	73,949	76,713	79,478

**APPENDIX A-4
SALARY SCHEDULE**

2009-2010

Step	Bachelors	Masters	Master +15 Grad Credits	Master +30 Grad Credits	Master +45 Grad Credits	Master +60 Grad Credits/Earne d Doctor Degree
1	41,050	42,819	45,650	48,481	51,312	54,143
2	42,111	44,816	47,647	50,478	53,309	56,140
3	43,173	46,813	49,644	52,475	55,306	58,137
4	44,234	48,810	51,641	54,472	57,303	60,134
5	45,296	50,806	53,637	56,468	59,299	62,130
6	46,358	52,803	55,634	58,465	61,296	64,127
7	47,419	54,800	57,631	60,462	63,293	66,124
8	48,481	56,797	59,628	62,459	65,290	68,121
9		58,794	61,625	64,456	67,287	70,118
10		60,791	63,622	66,453	69,284	72,115
11		62,788	65,619	68,450	71,281	74,112
12		64,784	67,616	70,447	73,278	76,109
13		66,781	69,612	72,443	75,274	78,105
14		68,778	71,609	74,440	77,271	80,102
15		70,775	73,606	76,437	79,268	82,099

APPENDIX B
EXTRACURRICULAR SALARY NOTES

1. The extracurricular salary schedule shall apply to any of the listed positions.
2. Class placement shall be the recognized determinant of salary levels.
3. No person presently employed in a position shall receive less than the remuneration for the previous year for that position. An incumbent co-curricular or extracurricular employee whose current salary exceeds the salary assigned to his/her position shall receive an increase of three (3%) percent per year for each year of the Agreement.
4. The Employer reserves the right to grant additional remuneration above and beyond the salary schedule.
5. All coaches employed in positions covered by Appendix B shall complete, on a one-time basis, a school selected, sponsored and funded athletic staff development program within one year of the effective date of their initial appointment as a coach. Within thirty (30) days of presentation of evidence of completion of this program, Coaches shall be compensated a total of Two Hundred (\$200.00) Dollars.
6. All coaches/advisors/directors of competitive teams or groups that advance to two or more events beyond their regularly scheduled competitions shall receive additional compensation at the rate of one (1%) percent of their current extracurricular salary per day of practice or competition beyond their regular season.

The aforementioned post season policy shall also apply to the Athletic Trainer.
7. Employees who are required to attend a student disciplinary hearing shall be compensated at the current intramural rate.
8. The intramural rate shall be Thirty (\$30.00) Dollars for the duration of the contract.

**APPENDIX B-1
EXTRACURRICULAR SALARY SCALE - ATHLETICS**

POSITION	CLASS	2006/07	2007/08	2008/09	2009/2010
HS Head Football	Class 1	\$5,300	\$5,459	\$5,623	\$5,791
HS Head Wrestling	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Track	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Boys Basketball	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Girls Basketball	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Boys Soccer	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Girls Soccer	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Swimming	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Boys Volleyball	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Girls Volleyball	Class 2	\$4,630	\$4,769	\$4,912	\$5,059
HS Head Baseball	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Head Softball	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Head Cross Country	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Head Field Hockey	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Head Cheerleading	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Varsity Assistant Football	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Varsity Assistant Football	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Varsity Assistant Football	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Varsity Assistant Football	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS Varsity Assistant Football	Class 3	\$3,660	\$3,770	\$3,883	\$3,999
HS 9 th Grade Head Football	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
MS Head Football	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS 9 th Grade Head Wrestling	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS Varsity Assistant Wrestling	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Boys Basketball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Girls Basketball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS Assistant Swimming	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
MS Athletic Director	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
MS Head Track	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS 9 th Grade Assistant Football	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS 9 th Grade Boys Basketball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS 9 th Grade Girls Basketball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Boys Soccer	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Girls Soccer	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Field Hockey	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Baseball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Softball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Boys Volleyball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS JV Girls Volleyball	Class 4	\$3,020	\$3,111	\$3,204	\$3,300
HS Varsity Assistant Boys Soccer	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Varsity Assistant Girls Soccer	Class 5	\$2,100	\$2,163	\$2,228	\$2,295

POSITION	CLASS	2006/07	2007/08	2008/09	2009/2010
HS Varsity Assistant Field Hockey	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS 9 th Grade Assistant Wrestling	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Assistant Track	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Assistant Track	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Assistant Track	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Varsity Assistant Boys Volleyball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Varsity Assistant Girls Volleyball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Varsity Assistant Boys Basketball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Varsity Assistant Girls Basketball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Head Boys Basketball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Head Girls Basketball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Field Hockey	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Head Boys Volleyball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Head Girls Volleyball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Head Golf	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Head Boys Tennis	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Head Girls Tennis	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Assistant Baseball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Assistant Softball	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
MS Head Cross Country	Class 5	\$2,100	\$2,163	\$2,228	\$2,295
HS Head Winter Track	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Assistant Cheerleading	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Assistant Cheerleading	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Competition Cheerleading	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Track	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Track	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Boys Basketball	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Girls Basketball	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Girls Volleyball	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Field Hockey	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Football	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Football	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Football	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Assistant Boys Tennis	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Assistant Girls Tennis	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Assistant Cross Country	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
HS Varsity Assistant Field Hockey	Class 6	\$1,200	\$1,236	\$1,273	\$1,311
MS Assistant Cross Country	Class 6	\$1,200	\$1,236	\$1,273	\$1,311

APPENDIX B-2
EXTRACURRICULAR SALARY SCALE – MUSIC/OTHER

POSITION	CLASS	2006-07	2007-08	2008-09	2009-10
HS Band Director	Class A	\$5,000	\$5,150	\$5,305	\$5,464
HS Broadway Show Director	Class B	\$4,000	\$4,120	\$4,244	\$4,371
Thespian Society Advisor	Class C	\$2,200	\$2,266	\$2,334	\$2,404
MS Band Director	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Assistant Band Director	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Marching Unit Advisor	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Fall Play Director	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Spring Play Director	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Auditorium Coordinator	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Jazz Lab Director	Class C	\$2,200	\$2,266	\$2,334	\$2,404
HS Prowler Newspaper Advisor	Class D	\$1,600	\$1,648	\$1,697	\$1,748
MS Drama Director	Class D	\$1,600	\$1,648	\$1,697	\$1,748
HS Forensics Advisor	Class D	\$1,600	\$1,648	\$1,697	\$1,748
HS Drum Line Instructor	Class D	\$1,600	\$1,648	\$1,697	\$1,748
HS Chorus Director	Class D	\$1,600	\$1,648	\$1,697	\$1,748
MS Fife and Drum	Class D	\$1,600	\$1,648	\$1,697	\$1,748
HS Student Council Advisor	Class D	\$1,600	\$1,648	\$1,697	\$1,748
ELEMENTARY Band Director	Class D	\$1,600	\$1,648	\$1,697	\$1,748
HS Assistant Broadway Show Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Broadway Show Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Student Council Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Auditorium Coordinator	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Math Counts Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Fall Play Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Spring Play Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Broadway Show Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Yearbook Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Student Council Assistant Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Yearbook Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Chorus Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
MS Orchestra Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Orchestra Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Varsity Club Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Broadway Show Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Head 12th Grade Class Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
FEA Advisor	Class E	\$1,170	\$1,205	\$1,241	\$1,278
ELEMENTARY Chorus Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
ELEMENTARY Chorus Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
Sixth Grade Chorus Director	Class E	\$1,170	\$1,205	\$1,241	\$1,278
HS Assistant Forensics Advisor	Class F	\$690	\$711	\$732	\$754

POSITION	CLASS	2006-07	2007-08	2008-09	2009-10
SADD Advisor	Class F	\$690	\$711	\$732	\$754
NAHS Advisor	Class F	\$690	\$711	\$732	\$754
MS Stage band (jazz band)	Class F	\$690	\$711	\$732	\$754
HS Student Activities Director	Class F	\$690	\$711	\$732	\$754
HS Peer Tutoring Coordinator	Class F	\$690	\$711	\$732	\$754
NHS Advisor	Class F	\$690	\$711	\$732	\$754
NHS Advisor	Class F	\$690	\$711	\$732	\$754
Mock Trial Advisor	Class F	\$690	\$711	\$732	\$754
MS Assistant Drama Director	Class F	\$690	\$711	\$732	\$754
MS Newspaper Advisor	Class F	\$690	\$711	\$732	\$754
MS Marching Unit Advisor	Class F	\$690	\$711	\$732	\$754
MS Student Activities Director	Class F	\$690	\$711	\$732	\$754
MS Assistant Drama Coach	Class F	\$690	\$711	\$732	\$754
HS Assistant 12th Grade Class Advisor	Class F	\$690	\$711	\$732	\$754
HS Assistant 12th Grade Class Advisor	Class F	\$690	\$711	\$732	\$754
HS 11th Grade Class Advisor	Class F	\$690	\$711	\$732	\$754
HS 10th Grade Class Advisor	Class F	\$690	\$711	\$732	\$754
HS 9th Grade Class Advisor	Class F	\$690	\$711	\$732	\$754
HS FBLA Advisor	Class F	\$690	\$711	\$732	\$754
HS FBLA Advisor	Class F	\$690	\$711	\$732	\$754
HS Science Olympiad Advisor	Class F	\$690	\$711	\$732	\$754
HS Envirothon Advisor	Class F	\$690	\$711	\$732	\$754
MS Envirothon Advisor	Class F	\$690	\$711	\$732	\$754
ELEMENTARY Envirothon Advisor	Class F	\$690	\$711	\$732	\$754
ELEMENTARY Envirothon Advisor	Class F	\$690	\$711	\$732	\$754
HS Yearbook Sales Coordinator	Class F	\$690	\$711	\$732	\$754
MS Assistant Student Council Advisor	Class F	\$690	\$711	\$732	\$754
ELEMENTARY Orchestra Director	Class F	\$690	\$711	\$732	\$754

APPENDIX C-1

SUMMARY PLAN DESCRIPTION (TRADITIONAL INDEMNITY)

CENTRAL YORK SCHOOL DISTRICT SCHEDULE OF BENEFITS

BASIC HOSPITAL FACILITY BENEFITS

Inpatient Hospital Room and Board	100% semiprivate rate 365 days per Confinement
Inpatient Ancillary Services	100% 365 days per Confinement
Inpatient Mental/Nervous Conditions	100% 30 day maximum per Calendar Year
Partial Psychiatric Hospitalization	100% 90 days of care per Calendar Year Three partial visits equal one Inpatient visit
Outpatient Hospital Care	
Diagnostic Services	100%
Surgical Care	100%
Emergency Accident	100% treated within 72 hours Includes all follow-up care
Emergency Medical Therapy Services, including Radiation Therapy, Chemotherapy, Dialysis, Respiration Therapy, Cardiac Rehab Therapy	100% treated within 72 hours 100%
Preadmission Testing	100%
Substance Abuse Rehabilitation	100%
Inpatient Hospital Services	30 days per Calendar Year 90 day Lifetime maximum
Outpatient Hospital, or Partial Hospitalization Services	30 days per Calendar Year Two partial visits equal one Inpatient visit 120 day Lifetime maximum
Home Health Care	100% 30 visits per 90 day period
Hospice Care	100% \$7500 Lifetime maximum

Skilled Nursing	100% Each day counts as one-half day toward inpatient hospital limit per period of Confinement
Rehabilitation Facility	100% 60 days per Confinement
Diabetes Education	100% One Program per Lifetime One annual consultation Following completion of program

BASIC SURGICAL AND MEDICAL BENEFITS

Inpatient Hospital Visits	100% (UCR)* 365 days per period of Confinement
Surgery	100% (UCR)*
Diagnostic Services	100% (UCR)*
Therapy Services, including Radiation Therapy, Dialysis Treatment, Physical Therapy (Inpatient), Chemotherapy, Respiration Therapy	100% (UCR)*
Anesthesia	100% (UCR)*
Second Surgical Opinion	100% (UCR)*
Emergency Accident	100% (UCR)* treated within 72 hours, including follow up care
Emergency Medical	100% (UCR)* treated within 72 hours
Inpatient Mental/Nervous Services	100% (UCR)* 30 days maximum per Calendar Year
Skilled Nursing Visits	100% (UCR)* 2 visits first week; 1 visit each week thereafter
Outpatient Medical Care When Disabled	21 visits in a 365 day period Employee only (disabled from gainful employment) \$25 copay per first visit

* Denotes Usual, Customary and Reasonable Charges

PREVENTATIVE SERVICES

Childhood Immunizations	100%
Routine Mammography	100%
	One per Calendar Year
Routine Papanicolaou Test	100%
	One per Calendar Year

MAJOR MEDICAL BENEFITS

Calendar Year Deductible

Teachers and Administration	\$250 Individual Family Maximum Aggregate of \$500 per Calendar Year \$250 Common Accident per family
Others	\$100 Individual Family Maximum Aggregate of \$200 per Calendar Year \$100 Common Accident-per family
Coinsurance	
General Covered Medical Services	80% of first \$2,000, then 100%
Outpatient Psychiatric Treatment	50% (UCR)* 25 visits per Calendar Year
Outpatient Psychiatric Testing	50% (UCR)*
Lifetime Maximum General Medical	\$1,000,000
Lifetime Maximum – Psychiatric Care (Inpatient)	30 days Lifetime Maximum

MAINTENANCE PRESCRIPTION DRUG BENEFITS

Maintenance Prescription Drug Copays	\$0 Generic \$10 Brand
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APPENDIX C-2
SUMMARY PLAN DESCRIPTION (PPO) – EFFECTIVE 7/1/07

PAYMENT LEVEL	IN-NETWORK DEDUCTIBLE	OFFICE VISITS	EMERGENCY ROOM SERVICES
100%/80%	\$0/\$0	\$20/\$20 COPAY	\$75 COPAY

With your PPO, or Preferred Provider Organization, if you receive services from a provider who is in the PPO network, you'll receive the highest level of benefits. If you receive services from a provider who is not in the PPO network, you'll receive the lower level of benefits. In either case, you coordinate your care. There is no requirement to select a Primary Care Physician (PCP) to coordinate your care. Below are specific benefit levels that apply during your benefit period.

BENEFITS	IN-NETWORK	OUT-OF-NETWORK
Benefit Period	Calendar Year	
Deductible <i>Per Benefit Period</i>	None	\$250 Individual \$750 Family Aggregate
Payment Level <i>Based on Provider's Reasonable Charge (PRC)</i>	100% PRC	80% PRC after deductible until out-of-pocket limit is met; then 100% PRC
Out-of-Pocket Limit <i>Includes Coinsurance, certain exclusions may apply</i>	Not Applicable	\$3,000 Individual \$9,000 Family Aggregate
Lifetime Maximum	Unlimited	
Ambulance	100% PRC	80% PRC after deductible
Assisted Fertilization Procedures	Not Covered	Not Covered
Dental Services Related to an Accidental Injury	Not Covered	Not Covered
Diabetes Treatment	100% PRC	80% PRC after deductible
Diagnosic Services <i>Lab, X-ray, and Medical Tests</i>	100% PRC	80% PRC after deductible
Durable Medical Equipment, Orthotics and Prosthetics	100% PRC	80% PRC after deductible
Emergency Room Services	100% PRC after \$75 Copay – waived if admitted	
Enteral Formulae	100% PRC	80% PRC no deductible
Hearing Care Services	Not Covered	Not Covered
Home Health Care <i>Excludes Respite Care</i>	100% PRC	80% PRC after deductible
	----- 90 visits/benefit period	
Hospice <i>Includes Respite Care</i>	100% PRC	80% PRC after deductible
Hospital Expenses <i>Inpatient and Outpatient</i>	100% PRC	80% PRC after deductible
Infertility Counseling, Testing and Treatment <i>Treatment includes coverage for the correction of a physical or medical problem associated with infertility.</i>	100% PRC	80% PRC after deductible
Maternity <i>Includes Dependent Daughters</i>	100% PRC	80% PRC after deductible
Medical Care <i>Includes Inpatient Visits and Consultations</i>	100% PRC	80% PRC after deductible
Mental Health <i>Inpatient</i> ①	100% PRC	80% PRC after deductible
	----- 30 days/benefit period (up to 30 days for serious mental illness)	
Mental Health <i>Outpatient</i> ①	100% PRC after \$20 Copay	50% PRC after deductible
	----- 30 visits/benefit period (up to 60 for serious mental illness)	
Office Visits <i>Primary Care Physician</i> <i>Specialty Care Physician</i>	100% PRC after \$20 Copay 100% PRC after \$20 Copay	80% PRC after deductible 80% PRC after deductible
Oral Surgery	100% PRC	80% PRC after deductible
Physical Medicine <i>Outpatient</i>	100% PRC after \$20 Copay	80% PRC after deductible
	----- 20 visits/benefit period	

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PAYMENT LEVEL	IN-NETWORK DEDUCTIBLE	OFFICE VISITS	EMERGENCY ROOM SERVICES
100%/80%	\$0/\$0	\$20/\$20 COPAY	\$75 COPAY

BENEFITS	IN-NETWORK	OUT-OF-NETWORK
Preventive Care <i>Adult Preventive Care Schedule includes:</i> Routine Physical Exam Immunizations Routine Diagnostic Screening Screening, Mammography Routine Gynecological Exam & Pap Test	100% PRC after \$20 Copay 100% PRC 100% PRC 100% PRC 100% PRC after \$20 Copay	80% PRC after deductible 80% PRC after deductible 80% PRC after deductible 80% PRC no deductible 80% PRC no deductible
<i>Pediatric Preventive Care Schedule includes:</i> Routine Physical Exams Pediatric Immunizations Routine Diagnostic Screening	100% PRC after \$20 Copay 100% PRC 100% PRC	80% PRC after deductible 80% PRC no deductible 80% PRC after deductible
<i>Highmark's preventive care schedule is updated periodically based on changes in clinical practice guidelines.</i>		
Private Duty Nursing	100% PRC 240 hours/benefit period	80% PRC after deductible
Skilled Nursing Facility Care	100% PRC 100 days/benefit period	80% PRC after deductible
Speech & Occupational Therapy <i>Outpatient</i>	100% PRC after \$20 Copay 12 visits/benefit period per type of therapy	80% PRC after deductible
Spinal Manipulations	100% PRC after \$20 Copay 20 visits/benefit period	80% PRC after deductible
Substance Abuse <i>Detoxification</i>	100% PRC 7 days/admission; 4 admissions/lifetime	80% PRC after deductible
Substance Abuse <i>Inpatient Rehabilitation</i>	100% PRC 30 days/benefit period; 90 days/lifetime	80% PRC after deductible
Substance Abuse <i>Outpatient</i>	100% PRC after \$20 Copay 60 visits/benefit period; 120 visits/lifetime	80% PRC after deductible
Surgical Expenses <i>Includes Assistant Surgery, Anesthesia, Sterilization and Reversal Procedures, Excludes Neonatal Circumcision</i>	100% PRC	80% PRC after deductible
Therapy and Rehabilitation Services <i>Chemotherapy, Radiation Therapy, Dialysis, Infusion Therapy, Respiratory Therapy</i>	100% PRC	80% PRC after deductible
Transplant Services	100% PRC	80% PRC after deductible
Precertification Requirements for Inpatient Admissions <i>No Penalty for Non-compliance. If Highmark Blue Shield is not contacted prior to a non-emergency out-of-network inpatient admission and it is later determined that all or part of the inpatient stay was not medically necessary or appropriate, the member will be responsible for any costs not covered.</i>	Performed by Network Provider	Performed by Member
Condition Management	Case Management, Blues on Call, and Disease State Management	

① State mandated benefits (30 inpatient days and 60 outpatient visits annually) **may** apply for serious diagnosis. Serious diagnosis includes schizophrenia, schizoaffective disorder, major depressive disorder, bipolar disorder, obsessive-compulsive disorder, panic disorder, anorexia nervosa, bulimia nervosa and delusional disorder.

**LBT - Central York School District
Prescription Drug Card Program – effective 7/1/07
Summary of Benefits**

DEDUCTIBLE	RETAIL	MAIL SERVICE	FORMULARY
\$50 Retail	80% PLAN PAYMENT	80% PLAN PAYMENT	OPEN

PRESCRIPTION DRUG OPTION		
PRESCRIPTION DRUG	RETAIL PHARMACY	MAIL SERVICE PHARMACY
Deductible	\$50 Individual/Calendar Year	None
Prescription Drug - Prescription Drug Card <i>Retail 34 day supply; Mail Order 90 day supply</i>	80% Plan Payment with \$10 Minimum/\$25 Maximum Copay	80% Plan Payment with \$20 Minimum/\$35 Maximum Copay
Formulary	Open	
Generic Substitution	Soft -When you purchase a brand drug that has a generic equivalent you will be responsible for the brand drug copayment plus the difference in cost between the brand and generic drugs, unless your physician requests that the brand name drug be dispensed	
Out-of-Pocket Maximum	Not Applicable	
Claim Submission	Pharmacy Files at Point-of-Sale	
Non-Network Pharmacy	Not Covered	

PRESCRIPTION DRUG CATEGORIES	
Contraceptives (oral and injectable)	Covered
Fertility Agents	Not Covered
Fluoride Products	Covered
Insulin and Diabetic Supplies	Covered
Smoking Deterrents (prescription)	Covered
Vitamins (prescription)	Covered
Weight Loss Drugs	Covered
Allergy Serum	Not Covered
Durable Medical Equipment	Not Covered
Prescription Hair Growth Products	Not Covered

CARE MANAGEMENT PROGRAMS	
Exclusive Pharmacy Provider	Applies - selected high cost prescription drugs are covered only when they are dispensed through an exclusive pharmacy provider.
Quality Level Limits on selected prescription drugs	Not Applicable
Managed Rx Coverage on selected prescription drugs	Not Applicable
Managed Prior Authorizations	Not Applicable

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**APPENDIX D
ADDITIONAL PROFESSIONAL POSITIONS**

Department Chairperson/MS and HS Team Leader/Career Academy Coordinator/HS Subject Area Facilitator

2006-2007	2007-2008	2008-2009	2009-2010
\$280 per teacher	\$290 per teacher	\$300 per teacher	\$310 per teacher

All teachers in a(n) department/team/academy/subject area count as full members. Compensation will be made in two equal payments in December and June. The HS subject area facilitator will be responsible for budgeting.

Middle School Subject Coordinator

2006-2007	2007-2008	2008-2009	2009-2010
\$750	\$773	\$796	\$820

Compensation will be made in two equal payments in December and June.

MS Science Fair Coordinator

2006-2007	2007-2008	2008-2009	2009-2010
\$1335	\$1375	\$1416	\$1458

HS Science Fair Coordinator

2006-2007	2007-2008	2008-2009	2009-2010
\$295	\$304	\$313	\$322

Workshop Presenter

2006-2007	2007-2008	2008-2009	2009-2010
\$78/hour	\$81/hour	\$84/hour	\$87/hour

**3 Staff Development Hours per 3 Hour Workshop per lifetime the first time presented.
6 Staff Development Hours per 6 Hour Workshop per lifetime the first time presented.**

Learning Community/Study Group Facilitator

2006-2007	2007-2008	2008-2009	2009-2010
\$210	\$215	\$220	\$225

Limit 15 per group

Groups will be split as evenly as possible when reaching 16, 31, 46, and so on.

Remedial Summer School / Title I Summer School K-6

2006-2007	2007-2008	2008-2009	2009-2010
\$30/hour	\$31/hour	\$32/hour	\$33/hour

1 Hour per Day Prep Time

\$200 for 25 or more students in the class

No Original Credit Students will be placed in a Remedial Class.

Driver Training Compensation—Behind the Wheel

2006-2007	2007-2008	2008-2009	2009-2010
\$28/hour	\$29/hour	\$30/hour	\$31/hour

Original Credit Summer School

2006-2007	2007-2008	2008-2009	2009-2010
\$31/hour	\$32/hour	\$33/hour	\$34/hour

1 Hour per Day Prep Time

\$200 for 25 or more students in the class

No Remedial Students will be placed in an Original Credit Class.

K-6 Building Technology Coordinators

2006-2007	2007-2008	2008-2009	2009-2010
\$1446	\$1489	\$1534	\$1580

7-12 Building Technology Coordinators

2006-2007	2007-2008	2008-2009	2009-2010
\$1790	\$1844	\$1899	\$1956

Summer Academy Program Participant

Current Substitute Rate

Act 80 Day Presenter

\$120 compensation for Prep Time

All vacancies in above listed positions will be posted in accordance with Article XI, Section C.

Central York School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, gender, sexual orientation, and handicap in its activities, programs or employment practices as required by Title VI, Title IX, Section 504, and the American Disabilities Act.

For information regarding civil rights or grievance procedures, contact the Title VI, Title IX, and ADA Coordinator, at 775 Marion Road, York, Pennsylvania 17406 (717-846-6789).