

2023-2028

AGREEMENT

between

THE BOARD OF SCHOOL DIRECTORS

of the

DOVER AREA SCHOOL DISTRICT

and the

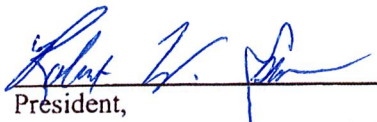
DOVER AREA EDUCATION ASSOCIATION

covering

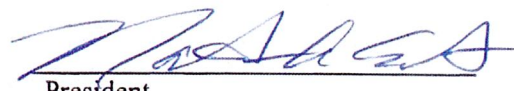
Regularly employed Full-time and Part-time Professional Employees under regular contract excluding Supervisory, Management, and Confidential Employees, and

Long-term Substitute Teachers hired to temporarily fill a particular position on a continuous basis for more than forty (40) consecutive school days.

IN WITNESS WHEREOF, the parties above named have hereunto set their hands and seals this
19th day of September 2023.




President,
Dover Area Education Association




President,
Board of School Directors

Attested:

Attested:



Secretary,
Dover Area Education Association



Secretary,
Board of School Directors

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ARTICLE I: GENERAL PROVISIONS

A. RECOGNITION

The Dover Area School District hereby recognizes the Dover Area Education Association as the sole and exclusive employee bargaining representative for all regularly employed full-time and part-time professional employees under regular contract, and all long-term substitute teachers hired to temporarily fill a particular position on a continuous basis for more than forty (40) consecutive school days. Excluded from this Agreement are all supervisory, management, and confidential personnel as defined in Act 195, and as determined by the Pennsylvania Labor Relations Board.

For the purpose of this Agreement, the Dover Area School District shall be referred to as the "Employer;" the members of the bargaining unit represented by the Dover Area Education Association shall be referred to as the "employees," and the Dover Area Education Association shall be referred to as the "Association."

This Agreement sets forth the terms and conditions to which each party agrees to be bound and has been reached voluntarily without undue or unlawful coercion or force by either party.

B. DURATION

Except as otherwise provided herein, this Agreement shall become effective on July 1, 2023, and shall continue in effect until June 30, 2028, or until such later date as the two parties may hereinafter agree is to be the extended date. Any such extended date shall be evidenced by an amendment to this Agreement to which both parties shall signify their approval by affixing their signatures thereto.

Notwithstanding the foregoing, however, this Agreement shall not become effective unless and until it is:

1. Ratified by a majority of the members of the bargaining unit for whom the Association is the bargaining agent present and voting at a meeting duly called for such a purpose. Minutes of the meeting shall be provided as evidence of the majority vote. Eligibility to vote shall be determined by the Association in compliance with the rules of the Pennsylvania Labor Relations Board.
2. Approved by the Board of School Directors of the Dover Area School District by resolution duly adopted at a public meeting.

No fewer than six (6) copies of the Agreement shall be executed by the parties within ten (10) days after it has been approved as provided in this paragraph and three (3) of the said copies shall be distributed to each of the parties hereto.

C. PUBLICATION AND DISTRIBUTION OF AGREEMENT

An electronic copy of this Agreement shall be made available to the President of the Association or the President's designee and the Association on the District's website no later than forty-five (45) days after the signing of this Agreement.

D. SEPARABILITY

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, but all other provisions of this Agreement shall continue in full force and effect.

E. SCOPE OF AGREEMENT

The parties agree that all negotiable items have been considered during negotiations leading to this Agreement. Furthermore, the parties recognize that unforeseen situations may arise that require a reconsideration of existing language, or the inclusion of new language to address an issue.

In the event an issue, as a result of these unforeseen situations, is raised by either party, the issue will be identified in writing to the other party in accordance with Article 1, Section F of this Agreement. A committee will then be convened to reach a resolution of the issue in question, following the procedures stated below:

1. The committee will be composed of three (3) DAEA members appointed by the Association and three (3) DASD representatives appointed by the School Board of Directors.
2. Both parties will have agreed in advance that the issue merits discussion at the contractual level.
3. The committee must reach an agreement after no more than three meetings in a two month period. If no agreement is reached, the issue is dropped from further discussion. If a tentative written agreement is reached, then it will be submitted for ratification in accordance with Article 1, Sections B(1) and B(2) of this Agreement. Upon ratification by both parties, the issues will be added as an addendum to this Agreement.
4. Nothing in this clause or section can be construed as preventing either party from making full use of other remedies as provided in this Agreement, Act 195, Act 88, the School Code, or as expanding the scope of arbitrability under this Agreement.

F. WRITTEN COMMUNICATION

Any written communication to be given by one party or the other under this Agreement will be given by registered mail, regular mail, email, or personally delivered. If given by the Employer, said notice will be sent or delivered to the President of the Association. If given by the Association, said notice will be sent or delivered to the District Superintendent and to the President of the Board of School Directors.

ARTICLE II: EMPLOYER-EMPLOYEE RELATIONSHIP

A. FAIR PRACTICES

The Association agrees to continue to represent all employees without discrimination on the basis of race, creed, color, national origin, age, sex, or marital status and to represent equally all employees without regard to membership or participation in, or association with the activities of any employee organization.

The Employer agrees to continue its policy of not discriminating against any employee on the basis of race, creed, color, national origin, age, sex, marital status, or membership or participation in, or association with the activities of any employee organization.

B. MEET AND DISCUSS PROVISIONS

The provisions of Acts 88 and 195 are hereby incorporated by reference.

C. STRIKE AND LOCKOUT PROHIBITION

Both parties agree to abide faithfully by the provisions of the Pennsylvania 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 Association pledges that members of the bargaining unit will not engage in a strike (as that term is defined in Act 88) during the term of this Agreement and the Employer pledges that it will not conduct, or cause to be conducted, a lockout during the term of this Agreement.

D. PERSONNEL FILE

An employee shall have the right, upon notice to the Human Resources Director or Superintendent, to review the contents of the employee's permanent personnel file at the Administration Building and to obtain copies at reasonable cost of any item in the file. The employee may have an Association representative present when reviewing the file. No unsigned or improperly identified material shall be placed in the file. An employee shall have the right to submit a written statement in response to any material in the file and such statement shall be attached to that particular material. The examination of an employee's file shall be limited to the employee's professional supervisory personnel and their authorized representatives.

Any written evaluation which is made a part of an employee's permanent personnel file shall be reviewed with, and a copy thereof given to, such employee.

E. PRESENCE OF REPRESENTATIVE

Whenever any employee is required to appear before the Board of School Directors, or any committee thereof, concerning any matter which could adversely affect the continuation of the employee's office, position or employment, or the salary pertaining thereto, the employee shall be given prior written notice of the reason or reasons for such meeting and shall be entitled to have a representative of the Association present to advise and represent such employee during such meeting.

F. INVESTIGATION AND DISCLOSURE

Proposed changes to Board Policy #317.2 (formerly #417-1) as adopted on January 9, 1995, and applied to this Agreement shall be agreed upon in accordance with Article I, Section E of this Agreement.

Grievance procedures as applied to Policy #317.2 (formerly #417-1) shall be limited to the investigation and disclosure procedures described herein.

G. MEDICAL PROVISIONS

In accordance with Section 1418(c) of the School Code, upon the recommendation of the Superintendent and approval of the Personnel Committee of the Board of School Directors, any employee shall be required to undergo a special medical examination to be paid for by the Employer.

H. NOTIFICATION OF VACANCIES

Whenever any vacancy in any professional position occurs, the administration shall publicize the same by giving written notice of such vacancy to the President of the Association and through email. The District will post all vacancies in any professional position on the District website. All applications from current

employees shall be considered, but all decisions concerning the filling of vacancies rest solely with the Employer.

ARTICLE III: TERMS AND CONDITIONS OF EMPLOYMENT

A. SCHOOL YEAR

The parties agree to a contract year of one hundred ninety (190) days for the length of this Agreement. There shall be two clerical days: one (1) which will be held the day before the first student day and one (1) which will be held the day immediately after the last student day and will count as the 190th/last staff day.

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

Professional employees may be required to work additional time beyond the 190-day contract to attend training and/or workshops related to their professional responsibilities. Reimbursement/compensation for such time shall be at either the per diem or hourly rate, as stated in Appendix I, paragraphs 2 and 3, Salary Provisions, of this Agreement; or, may be in the form of compensatory time equal to the time spent, granted and taken during the school year, or a combination of the above. Scheduling of, and form of compensation for, such time shall be agreed upon between the individual(s) and the administration/site based management teams in advance.

B. SCHOOL DAY

The school day shall not exceed seven hours and forty minutes in consecutive length daily. On early dismissal days due to inclement weather or school emergencies, the employee's day shall end fifteen (15) minutes after the student day. On delayed start days, employees will report for work on the same delayed basis as the students.

C. FLEXIBLE INSTRUCTION DAYS (FIDs)

The Pennsylvania Department of Education ("Department") has authorized the District to utilize Flexible Instruction Days ("FIDs") in the 2023-2024 and 2024-2025 school years. FIDs may be utilized in cases of inclement weather or other exigent circumstances during which students receive learning activities and assignments at home in order to provide for continuity of instruction.

The District intends to seek and obtain approval to utilize up to five (5) FIDs during each scheduled school year, as permitted by the Department.

1. Scheduling and utilization of FIDs shall be at the sole discretion of the District. The District will endeavor to provide as much prior notice as the circumstances reasonably permit. During FIDs, bargaining unit members will not be required to report to their buildings for work.
2. Bargaining unit members will continue to be compensated at their present salary on all FIDs.
3. Bargaining unit members will be available to instruct, assist and respond to learners during their contractual hours, following the 2022-2023 DASD Remote Learning Plan, revised August 2022.
4. All other provisions of the CBA shall continue in full force and effect.

D. LUNCH PERIOD

Employees shall have a lunch period of thirty (30) minutes within the school day. Employees shall have the right to leave the building during this thirty (30) minute period, provided appropriate notification is given to a designated supervisor, but employees shall not leave the building at other times without the express permission of such designated supervisor.

E. DUTIES BEYOND THE REGULARLY SCHEDULED SCHOOL DAY

Employees shall participate in faculty meetings, not to exceed 30 minutes in length and shall be scheduled before or after the contractual work day. No more than nine (9) faculty meetings will be scheduled within a school year and limited to one (1) meeting per month.

The District may schedule: one (1) after contractual hours activity of no more than two (2) hours in length for employees (i.e. Parent Night, Curriculum Night, Back to School Night, Orientation) and two (2) Parent Teacher Conference nights of no more than three and a half (3.5) hours in length. Parent Teacher Conference nights will be compensated in the District calendar with a full 7.6 hour day. High School will exchange one (1) Parent Teacher Conference night for a second semester Back to School Night. These two events shall not extend past 8:30 PM.

Excluding those extra-curricular school activities which have been separately compensated in the past, employees will be expected to volunteer for school activities following the regularly scheduled day, including such events as school social events, PTO meetings and similar school-related activities. If volunteers are not available, employees will be assigned by the appropriate principal to such activities on an equitable basis.

F. PREPARATION AND PLANNING

Employees at the elementary level shall be granted no less than three hundred and ten (310) minutes per 6-day cycle for preparation and planning. Preparation and planning time shall be granted in increments of not less than twenty (20) minutes and shall include those periods of time specialist are in charge of the classroom.

Elementary level professionals will participate in three (3) meetings per six-day cycle during the contractual day.

For the practice of splitting a class, the daily substitute rate shall be split among employees required to be responsible for those additional students.

For a traditional 7/8/9 period day, Employees at the middle and high school level shall have available for preparation and planning a minimum of six (6) classroom periods per each six (6) day cycle.

If the administration modifies the student/teacher schedule and institutes a “block” or “modified block” schedule, the following preparation and planning time schedule will be adopted for the affected faculty/buildings:

The middle and/or high school faculty will have scheduled a minimum of four (4) blocks and two (2) half blocks of planning time per 6-day cycle, based on the four (4) block schedule currently in existence.

An administrator can modify a faculty member's schedule and planning time with a mutual written agreement between the individual faculty member and the administration.

For the purpose of emergencies as defined by the building administrator or his/her designee, faculty members can be called on during their preparation and planning periods as deemed necessary by the building administrator. Every effort will be made to distribute the assignments on an equitable basis including the use of administration. The District shall pay a faculty member \$10 per lost preparation or planning period (up to a maximum of half (1/2) of a preparation or planning period), unless it is an emergency. The district will provide a preparation payback during the semester in either case. If a faculty member is provided a preparation payback period which the faculty member was eligible for a \$10 payment, then the payment will not be provided to the faculty member.

It is understood that the incidental loss of preparation and planning time due to late starts, early dismissals, school assemblies shall not be construed as a violation of this provision.

G. PLAYGROUND SUPERVISION

Employees at the elementary level shall not be responsible for playground supervision between the start of morning recess and the close of lunch recess. This shall not relieve the employees of responsibility for supervision within the building during recess or lunch periods.

H. ABSENCE FROM WORK

Employees requesting sick leave shall enter their absence through the District's Automated Attendance System at least one (1) hour before the time the employee is scheduled to report for duty on the day of such absence. The employee shall maintain communication with their principal/supervisor in regards to whether or not the employee plans to return to work the following day.

I. PAY PROCEDURE

1. All employees with a school year contract shall elect to be paid by one of the following methods:
 - A. Employees will be paid bi weekly for a total of 26 pays.
 - B. Employees may elect to be paid the same as A, with a remaining lump sum option paid on the second biweekly pay in June.
 - C. Employees who select B. shall make the selection in writing to the Payroll Office before the first day of the academic year. The method of payment may not be changed during the year.

J. ATTENDANCE AT MEETING, CONFERENCES, AND CONVENTIONS

All employees shall request approval from the Superintendent or designee prior to registering for or agreeing to present at a meeting, conference, or convention (excluding meetings, conferences, and conventions of the employee representative and its affiliated state or national organizations). When requested to attend by the District or when the employee receives prior approval to attend or present at a meeting, conference, or convention (excluding meetings, conferences, and conventions of the employee representative and its affiliated state or national organizations) the employee will be paid the regular salary and the District will pay and/or reimburse the employee the cost of registration, fees, meals (per District policy), and lodging, actually and necessarily incurred while in attendance at such meeting, together with

either (1) the actual cost of common carrier transportation or (2) the mileage rate established by the Internal Revenue Service (if employee's personal vehicle is used). Employees are required to use District vehicles when available. If an employee chooses to use their personal vehicle, they are not able to submit mileage reimbursement from the District.

K. REIMBURSEMENT FOR COURSES REQUESTED BY EMPLOYER

When the Employer, through its Board of School Directors, requests an employee to take a particular course of study, the Employer shall pay the costs of tuition, texts, materials, and other expenses actually and necessarily incurred, provided that the employee regularly attends and successfully completes the course. Any material or equipment (including but not limited to computers, iPads, or any other electronic equipment) that are provided to the employees by the course or program shall become property of the Dover Area School District at the conclusion of the course. The materials will be housed in either the professional library of the employee's school or in the employee's classroom. For technology devices, the District assumes no responsibility to service nor provide additional resources for the use of the device.

L. REIMBURSEMENT FOR COURSES REQUESTED BY EMPLOYEE

All credits must be earned at a fully accredited institution of higher learning. Institutions of higher learning shall be defined as colleges and universities. All courses must be offered by an institution recognized by the Pennsylvania Department of Education as accrediting agencies, as listed in the current edition of the Pennsylvania High Education Directory, or U.S. Department of Education Database of Accredited, Post-Secondary Institutions and Programs. (<http://ope.ed.gov/dapip/#/home>) Courses through Eduspire, Learner's Edge and any other 3rd Party provider will only be approved if the course is applicable and relevant to the employee's current assignment and the course is offered in a blended or total brick-and-mortar environment.

1. The Employer will reimburse employees a percentage (as set forth in paragraph 3 below), of the lesser of (a) the tuition rate actually paid or (b) the current rate for graduate level courses at Pennsylvania State University – Main Campus, provided that the courses are: (a) in the subject area of the employee's current assignment; (b) in general instructional techniques and classroom management directly related to classroom application and intended to improve competency in the employee's current assignment; or (c) are applicable toward a new certification if approved by the Superintendent or his/her designee. For the purposes of this provision, "tuition rate" shall include registration, laboratory and/or computer lab fees.
2. All courses must be approved by the Superintendent or his/her designee 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 course description or outline as courses previously reimbursed (unless prior approval is given by the Superintendent or his/her designee in his/her sole discretion). The total number of credits to be reimbursed to any one (1) employee under this section shall be 12 credits per contract year, unless the employee is enrolled in an approved and accredited Masters or Doctorate degree program, which requires more credits per year.

Beginning July 1, 2024, Employees currently at Instructional I Column Placement are permitted to take up to twelve (12) credits per contract year. Employees currently at Instructional II Column Placement, or who have accumulated twenty-four (24) credits post Instructional I, are permitted to take up to twelve (12) credits per contract year. Employees, after reaching Masters Column Placement, are permitted to take up to nine (9) credits per contract year. Employees, who are in a district approved program that requires the completion of twelve (12) or more credits each contract year, will be reimbursed for up to twelve (12) credits per contract year.

3. Reimbursement shall be one hundred (100%) percent for a grade of “A”; ninety (90%) percent for a grade of “B” and zero (0%) percent for a grade of “C”. In Pass/Fail grading systems, “Pass” will receive one hundred (100%) percent reimbursement and “Fail” will receive no reimbursement.
4. Requests for reimbursement must be accompanied by an official grade report from the college or university where the credits were earned, or an official certificate of completion. All final requests for reimbursement must be submitted to the Superintendent within sixty (60) days of the receipt of the final grade.
5. An employee who leaves the District for any reason other than retirement, disability retirement, under this provision must repay the reimbursement according to the following schedule out of final salary payments:

<u>Date of the Most Recent Reimbursement:</u>	<u>Amount of Repayment:</u>
Three years or less	100%
More than three years to five years	50%

M. TRAVEL

Any professional employee who must travel from school to school in the course of carrying out his or her duties shall be paid at the rate established by the Internal Revenue Service.

N. FACULTY ROOMS

In each school building a faculty room shall be provided for the use of the employees assigned to the building.

O. RIGHTS OF SUSPENDED EMPLOYEES

Any tenured (as distinguished from temporary) professional employee who is suspended pursuant to Section 1124 of the Public School Code shall have the following rights and benefits, in addition to those provided by the Public School Code:

1. Reinstatement, Salary, and Benefits:
 - a. Fringe Benefits: Fringe benefits shall be continued (1) until March 31 if the suspension is effective on or about the end of the first semester, and (2) until August 31 if the suspension is effective on or about the end of the second semester.
 - b. Suspended employees shall be recalled to either permanent or long-term substitute positions on the basis of their certification and seniority with the Employer (most senior employees shall be recalled first to positions for which they are certified).
 - c. Salary and Benefits if recalled to long-term substitute position: Any suspended employee temporarily recalled to a long-term substitute position shall be paid at the same salary they would have received if recalled to a permanent position and shall be entitled to the same group health, dental and life insurance as if recalled to a permanent position.

2. Report of Availability and Refusal of Recall:

To be considered eligible for recall, each suspended employee shall annually report to the Board in writing as to his or her availability and current address. Unless based on enrollment in an accredited college program (a) refusal of recall to a long-term substitute position shall constitute a waiver of any rights to any subsequent long-term substitute vacancy but shall not affect the right of recall to a permanent vacancy, and (b) refusal of recall to a permanent vacancy shall constitute a waiver of all recall rights to any position whatsoever.

3. Seniority/Years of Service:

While seniority for purposes of recall shall continue to accrue during the period of suspension, such period shall not constitute years of service for purposes of advancement on the salary schedule or any other purpose.

4. Intention of Parties:

This provision entitled "Rights of Suspended Employees" is intended to provide certain rights for employees after such employees have been suspended by the Employer pursuant to the provisions of the Public School Code. Nothing contained herein shall be construed (a) as incorporating by reference any provision of the Public School Code, (b) as rendering any decision to suspend any employee subject to arbitration; or (c) as otherwise affecting the Employers right to suspend employees pursuant to the Public School Code.

P. TRANSFERS

1. Employees will be consulted in advance and provided with a written rationale with respect to any involuntary transfer to a different position and/or a different building. Whenever possible, such consultation and notice shall occur at least ninety (90) days in advance of the effective date of the transfer.
2. Employees transferred due to changes in enrollment or program shall have the first option to fill any vacancy for which they are qualified and which occurs prior to the effective date of the transfer, subject to the rights of any suspended employees.
3. No employees shall be involuntarily transferred from building to building more than once every three (3) years except as a result of changes in enrollment and/or program.
4. Employees involuntarily transferred or relocated at the written direction of the administration within a building shall be granted up to seven (7) hours ten (10) minutes of paid time at the hourly rate as per the contract, non-school time; employees involuntarily transferred at the written direction of the administration to another building shall be granted up to fourteen hours (14) and twenty (20) minutes of paid time at the hourly rate as per the contract, non-school time.
5. Employees who request a voluntary transfer to a vacancy shall be consulted and advised of the rationale for the decision with respect to such request.

Q. IEP/GIEP WRITING

Employees who are required to write Individual Education Plans (IEPs) or Gifted Individual Educational Plans (GIEPs) shall be granted: Five (5) days per year.

These days shall be used at the discretion of the employee to write/complete Special Education/Gifted Education documents and conference with parents. Dates are decided with consultation with Building Principal and Director, Exceptional Children.

ARTICLE IV: LEAVES

A. PREGNANCY OR CHILDBIRTH LEAVE

Female employees who suffer temporary disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom shall, upon request, be granted a leave of absence for the period of such temporary disability, subject to the provisions of this section.

The first twelve (12) weeks will be considered as Family Medical Leave as described in the FML Act for those eligible. Accumulated sick leave or personal leave may be charged against the absence upon the request of the Employee; otherwise, the absence shall be without pay. However, once leave of absence without pay has commenced, an Employee may not charge any absence against accumulated sick leave or personal leave until such Employee has returned to regular employment. Seniority and pension rights will continue to accrue during such paid leave.

Seniority and pension rights will not continue to accrue during any such unpaid leave, but upon return to employment, seniority and pension rights begin accruing at the same point as at the beginning of the unpaid leave.

Upon return to employment following such leave, the Employer shall offer the Employee the job held before going on the leave of absence, or a substantially equivalent position. Upon return to employment, the Employee shall be credited with a year of experience for salary purposes.

Application for such leave shall be made in writing to the District Superintendent setting forth the date upon which the leave will begin and setting forth the anticipated date of return to employment. The Employer may require medical evidence establishing the beginning date or the terminating date of such disability.

At the conclusion of FMLA leave the employee shall notify the district of their intent to return to work within the next 60 working days. If an employee is unable to return to work due to extenuating health concerns, said employee, if eligible, can apply for sick bank assistance.

Any Employee absent from work for an extended period of time due to pregnancy or childbirth leave who has exhausted all sick leave, personal leave, and FMLA leave shall be responsible for full payment of their group life, health and dental insurance, if permitted by the insurance company. Arrangements for payment shall be made through the Business Manager or his/her designee.

B. ADOPTIVE PARENT LEAVE

Employees upon request may be granted a leave of absence for the purpose of becoming an adoptive parent. The leave shall be subject to the provisions of Article IV A.

C. JURY DUTY LEAVE

When an employee is required to serve on jury duty, or is subpoenaed to give testimony as a witness in court in a case in which the employee is neither a plaintiff nor has a financial interest, the Employer shall

grant leave and pay the difference between the employee's regular pay and the amount paid to the employee for such jury service.

However, for such released time for any employee who appears voluntarily or otherwise in any action or proceeding instituted by an employee, the Association or its agent, against the Employer, its Board or its agents, where the said employee testifies on behalf of or is called by the party adverse to the Employer, its Board or its agents, payment shall be made at the sole discretion of the Superintendent, and the Superintendent's decision shall not be subject to the grievance procedure.

D. PERSONAL LEAVE

The language for personal leave in the July 1, 2020 to June 30, 2023 Collective Bargaining Agreement will apply to this section until July 1, 2024 at which time the following language will apply:

Employees who have completed less than ten (10) years of service with the Employer shall be entitled to two (2) days of personal leave during the year without loss of pay; employees who have completed ten (10) or more years of service with the Employer shall be entitled to three (3) such days of personal leave. Personal leave may be taken either in full school day or half school day units, and if taken in a half-day unit shall consist of either the first three (3) hours and thirty-five (35) minutes of the school day, or the last three (3) hours and thirty-five (35) minutes of the school day. No more than 2 employees shall take personal leave on any one school day at each elementary school. No more than 3 employees shall take personal leave on any one school day at the middle school. No more than 3 employees shall take personal leave on any one school day at the high school.

Personal days not used may be accumulated from year to year to a maximum of five (5) days. Upon the granting of personal leave entitlement at the start of each contract year, an employee who has exceeded a maximum of five (5) personal leave days in his/her personal leave account shall have only their days in excess of five (5) personal leave days transferred and added to his/her sick leave account as additional sick leave days. In the event an employee resigns or retires from the District, said employee shall be paid upon severance from service for any and all unused personal leave days remaining in his/her account at the day-to-day substitute rate for each of his/her unused personal leave days.

With respect to the use of one (1) or two (2) consecutive personal leave days: (i) notice concerning the date of absence shall be given to the principal in the District's Automated Attendance System as soon as is reasonably possible, but in no event less than two (2) days before the planned absence except in the event of an emergency, and (ii) no employee shall take personal leave on the first day or last day of school or on any scheduled in-service day except in the event of an emergency.

With respect to the use of three (3), four (4), or five (5) consecutive personal leave days: (i) notice concerning the date of absence shall be given to the principal in the District's Automated Attendance System as soon as is reasonably possible but, in no event, less than seven (7) days before the planned absence, and (ii) such leave shall not be taken during the first or last ten (10) days of school or on any scheduled in-service day, nor shall more than two (2) employees in any one building use such leave on the same day.

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. PAYMENT OF SALARIES IN CASES OF SICKNESS OR INJURY

In any school year whenever a professional or temporary professional employee is prevented by illness or accidental injury from following his or her occupation, the school district shall pay to said employee for each day of absence the full salary to which the employee may be entitled as if said employee were actually engaged in the performance of duty for a period of ten days. Any such unused leave shall be cumulative from year to year in the school district of current employment or its predecessors without limitation. All or any part of such accumulated unused leave may be taken with full pay in any one or more school years. No employee's salary shall be paid if the accidental injury is incurred while the employee is engaged in remunerative work unrelated to school duties.

F. PAID TIME OFF (PTO)

A one-time application of two Paid Time Off (PTO) days was added to the time of leave for each member of the bargaining unit who was employed in the 2016-2017 school year. PTO days were taken from the total amount of sick days each member had accumulated. These PTO days will be able to be used at the employee's discretion as sick days, family sick days, or personal days. If they are used as personal days they are bound by the same constraints as personal days, per Section D of this Article.

The two PTO days will not expire and will not replenish.

If an employee retires or leaves employment of DASD before using one or both of the PTO days, the day(s) will be returned to the total number of sick days the employee has accumulated and be treated as a sick day for retirement and/or transfer purposes.

G. BEREAVEMENT LEAVE

Employees are eligible for paid bereavement leave not to exceed five (5) days for the employee's immediate family. Immediate family includes: father, mother, son, daughter, husband, wife, or near relative who resides in the same household, or any person with whom the employee makes his/her home. This includes all step relatives.

In addition, employees are eligible for paid bereavement leave of three (3) days for an employee's near relative. A near relative is defined as a brother, sister, parent-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandmother, grandfather, or grandchild. This includes all step relatives.

Employees will also be eligible for paid bereavement leave of one day for the following family members, as defined as aunt, uncle, niece, nephew, first cousin, grandmother-in-law, or grandfather-in-law. This includes all step relatives.

The School Board may, at its discretion, provide additional leave as the exigencies of the case may warrant.

ARTICLE V: ASSOCIATION MATTERS

A. ENGAGEMENT IN ASSOCIATION ACTIVITIES

Whenever any employee is to participate during work hours in mutually scheduled conferences or meetings concerning Association matters, such employee shall be provided with released time from regular duties

without loss in pay. Otherwise, no employee shall engage in Association or affiliate activities during the school day other than the dissemination of information before or after the scheduled day or during such employee's lunch period.

B. ATTENDANCE AT PSEA/NEA ACTIVITIES

One or more employees, as designated by the Association, may attend activities of the PSEA and/or NEA for an aggregate of six (6) teacher days per year without loss of pay and ten (10) additional teacher days paid at the substitute rate by the Association provided, however, that no individual employee may use more than six (6) such days with pay or with substitute pay provided by the Association, and further provided, that notice is given to the principal at least five (5) school days in advance.

C. PROFESSIONAL ORGANIZATION DUES

Upon written authorization of the employee, the total amount for membership in the Dover Area Education Association, the Pennsylvania State Education Association, and the National Education Association is to be deducted from pays made in September through August. The amount to be deducted shall be forwarded to the Dover Area Education Association on each pay day. Such authorization shall be continuous from year to year unless a written withdrawal request is submitted to the Business Office prior to the close of the first day of a school year.

D. USE OF SCHOOL BULLETIN BOARDS AND SCHOOL MAIL

The Association shall have the use of a bulletin board in each faculty room in the School District as well as use of inter-school mail facilities and school mailboxes.

ARTICLE VI: GRIEVANCE PROCEDURE

The parties agree that grievances which arise out of the interpretation of this Agreement shall be resolved in accordance with the following grievance procedure:

A. DEFINITION

1. Grievance shall mean a statement by an employee, or a group of the same, that there has been a violation, misinterpretation or misapplication of the provisions of this Agreement, or that there has been an inequitable application of other terms and conditions of employment.
2. The "Grievance Representative" shall be a person selected by the employee.

B. GENERAL PRINCIPLES

1. An employee may seek and use the assistance of a designated representative of the Association in the presentation and/or appeal of any grievance. Such assistance shall include, but not be limited to, the direct representation of the employees at all steps of the grievance procedure.
2. Failure of an employee to follow the grievance procedure as stated and/or to proceed to the next step of the grievance procedure within the time limits set forth shall be deemed to be acceptance of 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 specified time limits shall permit the employee to proceed to the next step.

C. GRIEVANCE PROCESS

The grievance process shall consist of four steps, as follows:

Step 1. The employee or employees initiating a grievance shall present in writing the alleged grievance first to the appropriate principal within ten (10) days after its occurrence or the discovery of its occurrence assuming reasonable diligence on the part of the employee. The grievance shall clearly and concisely set forth the facts alleged and, when applicable, the specific provision of this Agreement that is alleged to be violated, misinterpreted or misapplied, and a statement of the relief sought. Such principal shall reply to the alleged grievance within five (5) days after its initial presentation.

Step 2. If the action in Step 1 failed to resolve the alleged grievance, the employee or employees initiating such grievance may, within five (5) days after receipt of the reply at Step 1, or in the absence of such reply, within five (5) 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 alleged grievance within ten (10) days after its presentation.

Step 3. If the action in Step 2 failed to resolve the alleged grievance, the employee or employees initiating such grievance may, within five (5) days after receipt of the reply at Step 2, or in the absence of such reply, within five (5) days after such reply was due, refer the alleged grievance to the Employer, such presentation to be in writing setting forth the matter complained of and to be delivered to the Secretary of the School Board. The Employer shall consider the alleged grievance at the next official School Board meeting and shall reply thereto within five (5) days of such meeting. The employee and/or his designated representative shall be given the opportunity to speak to the full Board assembled.

Step 4. If the action in Step 3 failed to resolve an alleged grievance based on a complaint that there has been a violation, misinterpretation or misapplication of the provisions of this Agreement, the Association may, within five (5) days after receipt of the reply at Step 3, or in the absence of such reply within five (5) days after such reply was due, refer the alleged grievance to arbitration as provided in Section 903 of Act 195. In the event that the alleged grievance is not based on a complaint that there has been a violation, misinterpretation or misapplication of the provisions of this Agreement, the decision of the Employer in Step 3 shall be final.

For purposes of the grievance process, in computing the number of days within which a grievance must be initiated, or an appeal to the next higher step taken, or for determining the period of time within which a reply must be made, only scheduled working days shall be counted during the period of the school calendar year, and only the weekdays Monday through Friday shall be counted during the balance of the year.

APPENDIX I: SALARY PROVISIONS

A. SALARY PROVISIONS FOR REGULARLY EMPLOYED FULL-TIME EMPLOYEES

1. Base Salary

Except as otherwise provided in Base Salary Note 4, all regularly employed full-time employees holding a Bachelor's Degree or Master's Degree/Master's Equivalency shall receive increases in their Base Salary effective upon ratification, July 1, 2023, July 1, 2024, July 1, 2025, July 1, 2026, July 1, 2027, respectively, pursuant to the schedule below. With respect to each year, unless otherwise noted in this Agreement, each employee previously employed shall advance one (1) vertical step on the salary schedule each year of this Agreement. Employees hired during the term of this Agreement shall receive a step placement mutually agreed to by the Employer and employee but not less than Step 1.

SALARY SCHEDULE FOR REGULARLY EMPLOYED FULL-TIME EMPLOYEES

23-24 Step	24-25 Step	25-26 Step	26-27 Step	27-28 Step
				1
			1	2
		1	2	3
	1	2	3	4
1	2	3	4	5
2	3	4	5	6
3	4	5	6	7
4	5	6	7	8
5	6	7	8	9
6	7	8	9	10
7	8	9	10	11
8	9	10	11	12
9	10	11	12	13
10	11	12	13	14
11	12	13	14	15
12	13	14	15	15
13	14	15	15	15
14	15	15	15	15
15	15	15	15	15

Dover Area									
2023-2024									
	Steps								
<u>From Top</u>	Old System	Bachelors	B+24	Masters	M+15	M+30	M+45	M+60	Doc
14	1	55,479	64,091	68,400	70,703	72,914	75,154	77,429	79,705
13	2	56,568	65,180	69,488	71,746	74,003	76,243	78,518	80,792
12	3	57,656	66,268	70,576	72,834	75,091	77,332	79,606	81,880
11	4	58,745	67,356	71,665	73,923	76,180	78,420	80,695	82,970
10	5	59,833	68,445	72,754	75,011	77,269	79,508	81,784	84,059
9	6	60,922	69,534	73,842	76,099	78,357	80,598	82,872	85,146
8	7	60,922	70,622	74,930	77,188	79,445	81,686	83,960	86,235
7	8	60,922	71,710	76,019	78,277	80,534	82,774	85,049	87,324
6	9	60,922	72,800	77,108	79,365	81,623	83,863	86,138	88,413
5	10	60,922	73,888	78,196	80,453	82,711	84,952	87,226	89,500
4	11	60,922	74,976	79,285	81,543	83,799	86,040	88,314	90,589
3	12	62,555	76,065	80,373	82,631	84,888	87,128	89,404	91,679
2	13	62,555	77,154	81,462	83,719	85,977	88,217	90,492	92,767
1	14	62,555	78,242	82,550	84,808	87,065	89,305	91,580	93,855
Top	15	62,555	79,330	83,639	85,897	88,154	90,345	92,669	94,992

Dover Area									
2024-2025									
	Steps								
<u>From Top</u>	Old System	Bachelors	B+24	Masters	M+15	M+30	M+45	M+60	Doc
14	1	56,622	65,612	69,983	72,314	74,564	76,829	79,145	81,460
13	2	57,685	66,675	71,046	73,337	75,626	77,892	80,207	82,522
12	3	58,748	67,737	72,108	74,399	76,689	78,954	81,269	83,584
11	4	59,810	68,799	73,170	75,461	77,752	80,017	82,332	84,648
10	5	60,872	69,862	74,233	76,524	78,814	81,079	83,395	85,710
9	6	61,935	70,924	75,296	77,586	79,876	82,142	84,457	86,772
8	7	61,935	71,987	76,358	78,649	80,939	83,204	85,519	87,834
7	8	61,935	73,049	77,420	79,711	82,002	84,267	86,582	88,898
6	9	61,935	74,112	78,483	80,773	83,064	85,329	87,645	89,960
5	10	61,935	75,174	79,546	81,836	84,126	86,392	88,707	91,022
4	11	61,935	76,237	80,608	82,899	85,189	87,454	89,769	92,084
3	12	63,466	77,299	81,670	83,961	86,251	88,517	90,832	93,148
2	13	63,466	78,362	82,733	85,023	87,314	89,579	91,895	94,210
1	14	63,466	79,424	83,795	86,086	88,376	90,641	92,957	95,273
Top	15	63,466	80,487	84,858	87,149	89,439	91,662	94,019	96,377

Dover Area									
2027-2028									
Steps									
From Top	Old System	Bachelors	B+24	Masters	M+15	M+30	M+45	M+60	Doc
14	1	63,754	75,099	79,862	82,358	84,853	87,276	89,844	92,413
13	2	64,654	75,999	80,762	83,258	85,753	88,176	90,744	93,313
12	3	65,554	76,899	81,662	84,158	86,653	89,076	91,644	94,213
11	4	66,454	77,799	82,562	85,058	87,553	89,976	92,544	95,113
10	5	67,354	78,699	83,462	85,958	88,453	90,876	93,444	96,013
9	6	68,254	79,599	84,362	86,858	89,353	91,776	94,344	96,913
8	7	68,254	80,499	85,262	87,758	90,253	92,676	95,244	97,813
7	8	68,254	81,399	86,162	88,658	91,153	93,576	96,144	98,713
6	9	68,254	82,299	87,062	89,558	92,053	94,476	97,044	99,613
5	10	68,254	83,199	87,962	90,458	92,953	95,376	97,944	100,513
4	11	68,254	84,099	88,862	91,358	93,853	96,276	98,844	101,413
3	12	69,154	84,999	89,762	92,258	94,753	97,176	99,744	102,313
2	13	69,154	85,899	90,662	93,158	95,653	98,076	100,644	103,213
1	14	69,154	86,799	91,562	94,058	96,553	98,976	101,544	104,113
Top	15	69,154	87,699	92,462	94,958	97,453	99,876	102,444	105,013

Base Salary Note 1. Master's Equivalency.

Members of the bargaining unit prior to July 1, 2006, may begin work or complete requirements for a Master's Equivalency and receive the appropriate salary upgrades up to and beyond the 'M' column as provided for in the contract.

Bargaining unit members hired on or after July 1, 2006, who obtain a Master's Equivalency from the Pennsylvania Department of Education, shall qualify for column movement to the 'M' column only. Said employees hired on or after July 1, 2006, who have earned a Master's Equivalency, are unable to move past the Master's column on the salary schedule with only a Master's Equivalency certificate.

Base Salary Note 2. Movement Beyond the Master's Column.

In addition to the above, a member of the bargaining unit who earns his/her Master's Degree (or Master's Equivalency, where applicable) on or after July 1, 2009, may only advance beyond the Master's column by using credits that were earned after the attainment of a Master's Degree (or Master's Equivalency, where applicable).

Base Salary Note 3. Movement Within the Bachelor's Column.

Employees on Steps 1-6 in the 2008-2009 contract year and thereafter who only possess a Bachelor's Degree shall advance up to but not beyond Step 6 on the salary schedule. Only those employees who were already beyond Step 6 in the Bachelor's Degree column in 2011-2012 shall be grandfathered above Step 6 within the Bachelor's Degree column and receive annual increases of \$650 over their prior year base wages each year for the life of this Agreement. This provision is no longer effective once the individual moves to another column or leaves employment of the district.

Base Salary Note 4. Unsatisfactory Rating.

Except as otherwise provided hereinafter, any employee who receives two (2) unsatisfactory ratings in the same school year shall not be entitled to any increase in base salary for the following school year. This shall not affect entitlement to Supplemental Increases previously earned through course credit; PROVIDED, HOWEVER, that the employee shall be entitled to have his or her entitlement to a base salary increase reviewed by: (1) a Review Committee of the Board of School Directors, (2) the Superintendent, (3) the President of the Association, and (4) the past President of the Association or, in the event the past President of the Association is no longer employed by the Employer, another Association member appointed by the Executive Committee of the Association within thirty (30) days of the termination of employment of the past President, and PROVIDED FURTHER, that the decision to withhold a base salary increase must be sustained by a vote of at least three (3) to one (1). It is understood and agreed that the role of the Review Committee is to review the decision to withhold a base salary increase and that no decision or action of the Review Committee shall in any way affect the validity of the unsatisfactory rating itself nor shall the decision to give an unsatisfactory rating be subject to the Grievance Procedure.

2. Per Diem Compensation

Regularly employed full-time employees whose employment exceeds the contract year as stated in Article III, Section A of this Agreement, shall have their per diem rate computed as follows:

Bachelor's Degree – Bachelor's Salary, Step 1 salary divided by contract teacher days;
Master's Degree – Master's Salary, Step 1 divided by contract teacher day

3. Hourly Rate

Regularly employed full-time employees performing other compensated services for the Employer on an hourly basis shall be paid an hourly rate equal to \$46.50 per hour effective at the ratification of the contract. Effective July 1, 2024, the hourly rate will increase to \$47.00 per hour through June 30, 2028. Effective July 1, 2028 said hourly rate shall increase fifty cents (\$.50) per hour each contract year. This rate shall not, however, apply to services performed with respect to the Community Education program, which services shall be compensated at a rate mutually agreed upon between the Employer and the employee.

4. Department Chairs

Department chairpersons shall be compensated in accordance with the following schedule:

English	\$1,000
Mathematics	\$1,000
Science	\$1,000
Social Studies	\$1,000
Special Education	\$1,000
Foreign Language	\$800
Fine Arts	\$800
Physical and Safety Education	\$800
CTE	\$1,400

5. Effective Date of Changes

Changes in salary due to years of service in the District shall be computed from and effective at the first pay period of the next succeeding school semester. Changes in salary due to degrees or credits earned shall be computed from and effective at the first pay period of the next succeeding school semester, following the employee's written notice of such change to the District Superintendent at least thirty (30) days prior to the effective date thereof. Any employee moving from one salary column to another as of the beginning of the second semester of any school year shall remain on the same numbered step.

B. SALARY PROVISIONS FOR REGULARLY EMPLOYED PART-TIME EMPLOYEES

Regularly employed part-time employees holding a Bachelor's Degree or Master's Degree/Master's Equivalency shall receive a pro rata portion, based on the percentage of the regular school day for which they are employed, of the base salary to which they would be entitled if employed on a full-time basis.

C. SALARY PROVISIONS FOR LONG-TERM SUBSTITUTE TEACHERS

1. Substitutes Hired for One Semester or More

Long-term substitute teachers hired to temporarily fill a particular position on a continuous basis for ninety (90) consecutive school days or more shall be compensated at a per diem rate of not less than ninety (90%) percent of Bachelor's Degree, Step 1, divided by the number of days in the work year.

2. Long-term Substitutes Hired for More than Forty (40) but Fewer than Ninety (90) Days

Long-term substitute teachers hired to temporarily fill a particular position for more than forty (40) but fewer than ninety (90) consecutive school days shall be compensated at a per diem rate of not less than eighty (80%) percent of Bachelor's Degree, Step 1, divided by the number of days in the work year.

3. Duties Beyond Regular School Day

In consideration for the additional compensation paid to long-term substitute teachers, they agree to perform duties beyond the regularly scheduled school day as described in Article III, Section D, above. Long-term substitute teachers shall also participate in in-service days at their per diem rate at the directive of the administration.

D. HOMEBOUND INSTRUCTION

Employees who give homebound instruction shall be compensated for each actual hour of instruction at the hourly rate provided in Appendix I, Section A(3). Reimbursement for travel from school to the pupil's residence and back shall be set at the rate provided in Article III, Paragraph M.

E. COLUMNAR MOVEMENT

Employees shall be limited to one (1) columnar move on the salary schedule every two (2) years once Masters column has been reached.

F. MENTOR COMPENSATION

The District agrees to pay mentors the following stipend:

Mentors = \$1,100

G. EXTENDED WORK DAY/WORK YEAR CONTRACTS FOR VARIOUS PROFESSIONAL EMPLOYEES

It is hereby agreed by and between the parties that the following positions are held by bargaining unit members in the Dover Area School District who are recognized as part of the bargaining unit represented by the Association. Said employees are subject to all the provisions of the Collective Bargaining Agreement between the Association and the District, except as explicitly stated below.

It is further agreed by and between the District and the Association that:

1. All additional contract days beyond the normal work year as set forth in the Collective Bargaining Agreement exist for the purposes of working with students or assigned tasks beyond the normal contractual work day and/or work year.
2. The work day for each contract day referenced herein shall not exceed the equivalent of eight (8) hours per day. The extended hours will not be greater than five (5) hours per day past the normal teaching day.
3. Compensation for said extended work day/work year days shall be consistent with the hourly rate set forth in Appendix I, Subsection A(3) of the Collective Bargaining Agreement.
4. Each teacher shall request prior approval for any and all extended work day/work year events by submitting a detailed description of duties to be performed. Once the hours are completed, they must be submitted on a timesheet, along with the detailed description of duties performed.
5. This extended work day/work year contract for full-time Vocational Agriculture teachers shall commence at the start of the contract year (July 1) and continue to the end of the contract year (June 30), so long as the teacher is certified to teach in the Vocational Agriculture area and is actively teaching in the Vocational Agriculture area. It may be renewed on an annual basis, upon agreement of the employee and the Board of School Directors. A new Vocational Agriculture teacher who begins employment after the beginning of the work year shall be entitled to work a prorated extended year.
6. For accounting purposes, the additional contract days, listed below, beyond the normal work year as set forth in the Collective Bargaining Agreement shall be worked during the contract year, July 1 through June 30, each year and shall remain in effect until the parties to this Agreement agree in writing to alter the express terms set forth herein via the collective bargaining process.

Position	1 day = 8 hours
FFA (Co-Curricular)	Up to 75 days to be shared among all three FFA Advisors
Guidance Counselors (High School)	Up to 12 days per each position
School Psychologists	Up to 5 days per each position
Social Workers	Up to 4 days per each position

APPENDIX II: SUPPLEMENTAL BENEFITS

A. BENEFITS FOR REGULARLY EMPLOYED FULL-TIME EMPLOYEES

1. Hospitalization and Medical Insurance

The Employer shall provide hospitalization and medical insurance coverage, including prescription drug coverage, to all eligible bargaining unit members and their qualifying dependents through a PPO plan with the following deductibles, 2023-24 school year - \$700/\$1300, 2024-25 school year - \$800/\$1600, and 2025-26 - \$850/\$1700, 2026-27 school year - \$900/\$1800, 2027-28 school year - \$1000/\$2000 as summarized in Appendix IV attached hereto.

Hospitalization and Medical insurance coverage shall become effective on the first day of the month following an employee's date of hire.

Monthly Health Care Employee Premium Share Contributions shall be deducted from employee paychecks on a pre-tax basis. Employees electing single, employee and spouse, employee and child, employee and children and family coverage shall contribute ten and one half (10.5%) percent, and effective July 1, 2026, eleven (11%) percent of the applicable monthly premium toward the cost of the plan; provided, however, that in no event shall an employee's premium share increase by more than twenty (20%) percent over his/her prior year contribution toward the cost of the plan.

Closed Enrollment. On or before May 30th each year, the employee must provide the Business Office with the status of coverage for dependents for the upcoming fiscal year, July 1 through June 30. Qualifying events as defined in the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) will be excluded from this requirement as will any change in employment status of the employee's spouse.

Spousal rule. Employees whose spouse is employed and is eligible for medical and health insurance through their employer and decides to not enroll in their employers' insurance, but is enrolled in the school district's medical and health insurance, shall be charged a fee each month as follows:

2023-24 school year - \$225 a month
2024-25 school year - \$225 a month
2025-26 school year - \$250 a month
2026-27 school year - \$275 a month
2027-28 school year - \$300 a month

This fee shall be deducted through payroll. For family members where both individuals are benefits eligible through DASD, the spousal charge will not be applied.

2. Dental Benefits

The Employer shall provide the same dental benefits in effect for the 1994-95 school year, or benefits equivalent thereto, through June 30, 2011. The Employer shall pay one hundred (100%) percent of the cost for employee benefits and ninety (90%) percent of the cost for dependents' benefits through June 30, 2011. Effective July 1, 2011, the annual plan maximum shall increase to \$1,200 per covered person per year, and employees electing single, two-party, and family coverage shall contribute eight (8%) percent of the applicable monthly premium toward the cost of the plan each year; provided, however, that in no event shall an employee's premium share increase by more

than fifteen (15%) percent over his/her prior year contribution toward the cost of the plan. A summary of the dental benefits is attached hereto as Appendix V.

3. Life Insurance

The Employer shall provide a group term life insurance policy insuring the lives of all regularly employed full-time employees in the amount of Forty-five Thousand (\$45,000.00). If permissible by the insurance carrier, additional coverage may be purchased by the employee at the employee's own expense.

4. Vision Insurance

The Employer shall provide vision insurance to all employees, and their dependents, who elect such coverage beginning July 1, 2012 according to the plan summary attached as Appendix VI. The employee shall pay the cost for coverage. The coverage shall become effective the first day of the month following an employee's election of coverage.

5. Severance Pay

Employees who shall retire after July 1, 2020, shall be paid severance pay in an amount equal to the employee's accumulated sick leave based on the following:

0 – 80 days @ \$110 per day
81 – 120 days @ \$125 per day

Employees shall be paid per day based on the total number of days accumulated. (For example, an employee with 75 days shall be paid at the rate of \$110 per day for all 75 days, and an employee with 100 days shall be paid at the rate of \$125 per day for all 100 days.)

An employee, to be eligible for such severance pay, must have been a regularly employed full-time employee of the District immediately prior to such retirement and must be eligible for and have elected to receive a retirement annuity from the Pennsylvania Public School Employee's Fund. The Employee shall notify the School District in writing by February 1st of the year of his/her upcoming retirement. If an employee chooses to retire before the end of the school year, the employee must provide the District a 60-day notice.

The only exception to the February 1st deadline would involve an employee who might be stricken with a major health problem after February 1st and who qualified for and will be utilizing the benefits of the Public School Employees Retirement System. Any such exception is subject to the review and determination by the Board of School Directors.

6. Retired Employee's Group Insurance

Persons who have heretofore been employees and who have retired or who retire during the term of this Agreement may participate at their personal expense in those group insurance programs available to employees, provided the insurance companies issuing such policies permit such participation. Eligibility to participate in such group insurance shall be available to retired persons only if they were regularly employed full-time employees of the District immediately prior to retirement and only if such persons were eligible to receive and did receive a retirement annuity from the Pennsylvania Public School Employee's Fund upon retirement. Such rights to participate

in such group insurance programs by retired persons shall terminate on the first day of the month prior to his or her sixty-fifth birthday.

7. Section 125 Plan/Flexible Spending Accounts

The District shall handle employee premium share contributions for the cost of insurance in a manner which is consistent with 26 United States Code, Section 125 and Act 166 of 2002, as amended, which thereby minimizes employees' federal (including Social Security and Medicare), state, and local income tax liability.

The District shall supplement its Section 125 plan to permit for employee contributions into a Flexible Spending Account on a pre-tax basis to the extent permitted by law for qualifying unreimbursed medical expenses and over-the-counter medical supplies and a maximum of \$5,000.00 per plan year for employee contributions into a dependent care Flexible Spending Account on a pre-tax basis. Further, no employee may elect to contribute to his/her Flexible Spending Account an amount that exceeds his/her net income.

The parties recognize that federal tax regulations presently require that funds contributed by an employee under a Section 125 plan must be forfeited if they are not utilized during the pertinent election period (hereinafter "remaining funds"). The parties further recognize that the District will incur certain costs in connection with establishing and administering the Section 125 plan, including but not limited to costs arising from employees who leave their employment at a point in the plan year when their benefit usage exceeds their contributions to date.

8. 403(b) Plan Document/Tax Sheltered Annuities

The Employer and the Association agree to a 403(b) written plan document that will be consistent with the Internal Revenue Code. The plan document shall govern the terms of all non-elective employer contributions and voluntary employee contributions to the plan. All employees shall be eligible to voluntarily contribute funds, subject to the maximum limit set forth in the Internal Revenue Code. Voluntary employee contributions shall be made via payroll deduction into one or more 403(b) accounts with vendors that are permitted under the District's 403(b) written plan document and the Internal Revenue Code. Employees shall be bound by the terms of the written plan document as it relates to vendors, transfers, exchanges, rollovers, hardship withdrawals, loans, and all other terms of the written plan document and will further execute salary reduction agreements as prepared by the District.

B. BENEFITS FOR REGULARLY EMPLOYED PART-TIME EMPLOYEES

1. Hospitalization and Medical Insurance

Regularly employed part-time employees shall receive the same hospitalization and medical insurance coverage on themselves as provided to regularly employed full-time employees in paragraph A(1) above, except that dependent coverage, if elected, shall be fully paid by the employee.

2. Dental Insurance

Regularly employed part-time employees shall receive the same dental insurance coverage as provided to regularly employed full-time employees in paragraph A(2) above, except that dependent coverage, if elected, shall be fully paid by the employee.

3. Vision Insurance

Regularly employed part-time employees may elect to receive the same vision insurance coverage as provided to regularly employed full-time employees in paragraph A(2) above, except that coverage, if elected, shall be fully paid by the employee.

4. Personal Leave

Regularly employed part-time employees shall receive prorated personal leave in accordance with Article IV, Section D of this Agreement.

C. BENEFITS FOR LONG-TERM SUBSTITUTES

1. Hospitalization and Medical Insurance

Long-term substitutes hired to temporarily fill a particular position for ninety (90) consecutive school days or more shall receive the same hospitalization and medical insurance coverage as provided to regularly employed part-time employees by paragraph B(1) Above. Benefits shall terminate on the last day of the last month in which services are actually performed.

2. Vision Insurance

Regularly employed Long-term substitutes may elect to receive the same vision insurance coverage as provided to regularly employed Long-term substitutes in paragraph C(1) above, except that coverage, if elected, shall be fully paid by the employee.

3. Leaves

Long-term substitutes hired to temporarily fill a particular position for ninety (90) consecutive school days or more shall be entitled to one (1) personal leave day which shall not be cumulative or reimbursed if not taken. Long-term substitutes hired for an entire school year shall be entitled to ten (10) days of sick leave, which shall not be cumulative. Long-term substitutes hired for ninety (90) consecutive school days or more but less than an entire school year shall be entitled to five (5) days of sick leave, which shall not be cumulative or reimbursed if not taken.

APPENDIX III: EXTRACURRICULAR & CO-CURRICULAR POSITIONS

1. New employees and employees moving to new positions shall be initially placed on a level of the salary schedule based upon negotiations at the time of employment. Coaching contracts shall be for one (1) school term. The annual decision to retain specific supplemental contracts shall be at the sole discretion of the District. The supplemental contract positions approved by the District are not part of the regular contractual duties of the Bargaining Unit member and shall be filled on a voluntary basis.
2. The unit values for each sport/activity/club shall remain the same as in the previous 2016 -2020 Agreement. Any desire for a change in unit values within this Appendix must be submitted in writing stating the rationale for such change to the DAEA/DASD Extra/Co-Curricular Committee (made up of no more than three (3) members of each group) for evaluation prior to adoption by the Board of School Directors. Likewise, any requests for any new sports/activities/clubs must also be brought before the DAEA/DASD Extra/Co-Curricular Committee for the purpose of determining the proper unit values. Once the DAEA/DASD Extra/Co-Curricular Committee completes its evaluation and review of any proposed changes, it shall submit its recommendations in writing to the Board of School Directors for approval. Final approval by the Board of School Directors is required before becoming part of this Agreement.
3. The dollar value shall remain at \$136 as the Level V amount to be paid per unit from 2023-24 through 2027-2028. This dollar figure shall become the standard for determining the 100% amount to be paid annually as the base salary for a head coach/director/advisor at Level V of the salary schedule. The dollar figure per unit at Level V shall be as follows:

Contract Year	Level V \$ per unit
2023-24 through 2027-2028	\$136

4. The salary schedule shall contain five (5) levels of pay annually and shall start with Level I being based on a percentage of the maximum annual salary of the head/director/advisor salary for each sport/activity. Years of service shall be defined as those years in said sport/activity/club in the position being held. During each succeeding year, the employee shall advance according to the following schedule:

Year of Service	Level
1 – 2	1
3 – 4	2
5 – 7	3
8 – 10	4
11+	5

5. Employees who are recipients of additional remuneration for extra/co-curricular responsibilities shall be elected annually by the employer.
6. Payments for post-season play (i.e., after the last official YAIAA play date in each sport) shall be prorated by dividing the annual contractual salary by the total weeks of pre- and regular season play, as determined by current PIAA regulations. Coaches/Directors shall be compensated additionally for each week of post-season play/activity at said weekly payment rate.
7. At the commencement of this Agreement, any employee earning an annual salary in excess of the annual salary set forth herein shall have his/her annual salary frozen at his/her present salary until

such time as the annual salary set forth in this Extra/Co-Curricular Salary Agreement “catches up” to his/her present salary.

Unit Values by Athletic/Coaching Position:

ATHLETICS		
SPORT	POSITION(S)	UNITS
ALL	Fall Game Manager	21
ALL	Winter Game Manager	21
ALL	Spring Game Manager	21
Baseball	Varsity Head Coach	39
Baseball	Varsity Assistant	
Baseball	JV Head Coach	
Baseball	JV Assistant Coach	
Basketball Boys	Varsity Head Coach	41
Basketball Boys	Varsity Assistant	
Basketball Boys	JH Head Coach	
Basketball Boys	JH Assistant Coach	
Basketball Boys	Intramurals	
Basketball Girls	Varsity Head Coach	41
Basketball Girls	Varsity Assistant	
Basketball Girls	JH Head Coach	
Basketball Girls	JH Assistant Coach	
Basketball Girls	Intramurals	
Cheerleading Fall	Varsity Head Coach	24
Cheerleading Fall	Varsity Assistant	
Cheerleading Fall	JH Head Coach	
Cheerleading Fall	JH Assistant Coach	
Cheerleading Winter	Varsity Head Coach	24
Cheerleading Winter	Varsity Assistant	
Cheerleading Winter	JH Head Coach	
Cheerleading Winter	JH Assistant Coach	
Co-ed Cross Country	Varsity Head Coach	28
Co-ed Cross Country	Varsity Assistant	
Co-ed Cross Country	JH Head Coach	
Co-ed Cross Country	JH Assistant Coach	
Field Hockey	Varsity Head Coach	35
Field Hockey	Varsity Assistant	
Field Hockey	JH Head Coach	
Field Hockey	JH Assistant Coach	
Field Hockey	Intramurals	
Football	Varsity Head Coach	48
Football	Varsity Assistant	
Football	Varsity Assistant	
Football	Varsity Assistant	
Football	JH Head Coach	
Football	JH Assistant	
Football	JH Assistant	
Football	8 th Grade Head Coach	
Football	8 th Grade Assistant	
Football	7 th Grade Head Coach	
Football	7 th Grade Assistant	
Golf	Varsity Head Coach	26
Lacrosse Boys	Varsity Head Coach	35
Lacrosse Boys	Varsity Assistant	
Lacrosse Girls	Varsity Head Coach	35
Lacrosse Girls	Varsity Assistant	
Soccer Boys	Varsity Head Coach	33
Soccer Boys	Varsity Assistant	
Soccer Boys	JH Head Coach	
Soccer Boys	JH Assistant Coach	

SPORT	POSITION(S)	UNITS
Soccer Girls	Varsity Head Coach	33
Soccer Girls	Varsity Assistant	
Soccer Girls	JH Head Coach	
Soccer Girls	JH Assistant Coach	
Softball	Varsity Head Coach	39
Softball	Varsity Assistant	
Softball	JV Head Coach	
Softball	JV Assistant	
Co-ed Swimming	Varsity Head Coach	46
Co-ed Swimming	Varsity Assistant	
Co-ed Swimming	Varsity Assistant	
Tennis Boys	Varsity Head Coach	28
Tennis Girls	Varsity Head Coach	28
SPORT		
Co-ed Track/Field**	Varsity Head Coach**	41
Track/Field Boys**	Varsity Head Coach**	36
Track/Field Boys	Varsity Assistant	
Track/Field Boys	Varsity Assistant	
Track/Field Girls**	Varsity Head Coach**	36
Track/Field Girls	Varsity Assistant	
Track/Field Girls	Varsity Assistant	
Volleyball Boys	Varsity Head Coach	37
Volleyball Boys	Varsity Assistant	
Volleyball Girls	Varsity Head Coach	37
Volleyball Girls	Varsity Assistant	
Volleyball Girls	7/8 Head Coach	
Volleyball Girls	7/8 Assistant Coach	
Volleyball Girls	Intramurals	
Wrestling	Varsity Head Coach	45
Wrestling	Varsity Assistant	
Wrestling	JH Head Coach	
Wrestling	JH Assistant Coach	

**In the event the same individual is assigned as the Varsity Head Coach for Boys and Girls Track/Field, the total compensation paid to said individual shall be based on 41 units. Compensation shall only be based on 36 units when different individuals coach Varsity Boys and Varsity Girls Track/Field.

Unit Values by Activity/Club Position:

CATEGORY A		
ACTIVITY/CLUB	POSITION(S)	UNITS
Marching Band	Director	47
Marching Band	Assistant Director	
Marching Band	Colorguard Instr. I	
Marching Band	Colorguard Instr. II	
Marching Band	Colorguard Instr. III	
Marching Band	Percussion Instr.	
Marching Band	Assistant Percussion Instr.	
Band	Elementary Director	30
Musical	Director	38
Musical	Assistant Director	
Musical	Music Director	
Musical	Vocal Coach	
Musical	Choreographer	
Musical	Set Designer	
Fall Play	Director	18
	Assistant Director	
	Set Designer	
Chorus/Renaissance	Director	48
8 th Grade Play	Director	15
Select Vocal Ensemble	Advisor	12

CATEGORY B		
ACTIVITY/CLUB	POSITION(S)	UNITS
Class Advisor	Senior Class Advisor	16
Class Advisor	Senior Class Advisor	16
Class Advisor	Junior Class Advisor	16
Class Advisor	Junior Class Advisor	16
Class Advisor	Soph. Class Advisor	9
Class Advisor	Soph. Class Advisor	9
Class Advisor	Fresh. Class Advisor	9
Class Advisor	Fresh. Class Advisor	9
NHS	Advisor	10
NHS	Advisor	10
Student Council	Advisor HS	36
Student Council	Advisor HS	36
Student Council	Advisor MS	21
Student Council	Advisor MS	21
DECA/Red Zone	Advisor	44
DECA/Red Zone	Assistant	
SkillsUSA	Advisor	53
SkillsUSA	Advisor	53
SkillsUSA	Advisor	53
SkillsUSA State Officer Ext.	Advisor	20
SkillsUSA State Officer Ext	Advisor	20
SkillsUSA Inter. Submarine Race Ext	Advisor	10
SkillsUSA Inter. Submarine Race Ext	Advisor	10
SkillsUSA National Stud. Competitor Ext	Advisor	7
SkillsUSA National Stud. Competitor Ext	Advisor	7

CATEGORY C		
ACTIVITY/CLUB	POSITION(S)	UNITS
Yearbook HS	Advisor	21
Memory Book MS	Advisor	15
Competitive Academics	Advisor	24
Competitive Academics	Advisor	24
Envirothon	Weigelstown	9
Envirothon	Weigelstown	9
Envirothon	Dover	9
Envirothon	Dover	9
Envirothon	Leib	9
Envirothon	Leib	9
Envirothon	North Salem	9
Envirothon	North Salem	9
Envirothon	MS	9
Envirothon	MS	9
Envirothon	HS	9
Envirothon	HS	9
Quiz Bowl	Advisor	6
Quiz Bowl	Advisor	6
Newsletter (Eagle's Eye)	Advisor	17

CATEGORY D		
ACTIVITY/CLUB	POSITION(S)	UNITS
Robotics	Advisor	9
Project Harmony	Advisor	9
SADD	Advisor	12
SADD	Advisor	12
STAR	Advisor	13
Varsity Club	Advisor	12
Varsity Club	Advisor	12
Unified Bocce	Head Coach	13
Unified Bocce	Assistant Coach	
Power Lifting	Head Coach	24
Power Lifting	Assistant Coach	

CATEGORY E		
ACTIVITY/CLUB	POSITION(S)	UNITS

Athletics/Coaching Salary Schedules:
2023-2024 through 2027-2028

Athletics

Sport	Units	\$ per unit	Total
Faculty Game Managers	21	\$136	\$2,856

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Fall Game Manager	\$1,714	\$1,999	\$2,285	\$2,570	\$2,856
Winter Game Manager	\$1,714	\$1,999	\$2,285	\$2,570	\$2,856
Spring Game Manager	\$1,714	\$1,999	\$2,285	\$2,570	\$2,856

Sport	Units	\$ per unit	Total
Baseball	39	\$136	\$5,304

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Head Coach	\$3,182	\$3,713	\$4,243	\$4,774	\$5,304
Varsity Assistant (70%)	\$2,228	\$2,599	\$2,970	\$3,342	\$3,713
JV Head (70%)	\$2,228	\$2,599	\$2,970	\$3,342	\$3,713
JV Assistant (65%)	\$2,068	\$2,413	\$2,758	\$3,103	\$3,448

Sport	Units	\$ per unit	Total
Basketball (Boys/Girls)	41	\$136	\$5,576

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Head Coach	\$3,346	\$3,903	\$4,461	\$5,018	\$5,576
Varsity Assistant (70%)	\$2,342	\$2,732	\$3,123	\$3,513	\$3,903
JH Head (55%)	\$1,840	\$2,147	\$2,453	\$2,760	\$3,067
JH Assistant (50%)	\$1,673	\$1,952	\$2,230	\$2,509	\$2,788
Intramurals (35%)	\$1,171	\$1,366	\$1,561	\$1,756	\$1,952

Sport	Units	\$ per unit	Total
Cheerleading (Fall/Winter)	24	\$136	\$3,264

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Head Coach	\$1,958	\$2,285	\$2,611	\$2,938	\$3,264
Varsity Assistant (70%)	\$1,371	\$1,599	\$1,828	\$2,056	\$2,285
JH Head (55%)	\$1,077	\$1,257	\$1,436	\$1,616	\$1,795
JH Assistant (50%)	\$979	\$1,143	\$1,306	\$1,469	\$1,632

Sport	Units	\$ per unit	Total
Cross Country (Co-ed)	28	\$136	\$3,808

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Head Coach	\$2,285	\$2,666	\$3,046	\$3,427	\$3,808
Varsity Assistant (70%)	\$1,599	\$1,866	\$2,132	\$2,399	\$2,666
JH Head (55%)	\$1,257	\$1,466	\$1,676	\$1,885	\$2,094
JH Assistant (50%)	\$1,143	\$1,333	\$1,523	\$1,714	\$1,904

Athletics/Coaching Salary Schedules:
2023-2024 through 2027-2028

Sport	Units	\$ per unit	Total
Field Hockey	35	\$136	\$4,760

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$2,856	\$3,332	\$3,808	\$4,284	\$4,760
Varsity Assistant (70%)	\$1,999	\$2,332	\$2,666	\$2,999	\$3,332
JH Head (55%)	\$1,571	\$1,833	\$2,094	\$2,356	\$2,618
JH Assistant (50%)	\$1,428	\$1,666	\$1,904	\$2,142	\$2,380
Intramurals (35%)	\$1,000	\$1,166	\$1,333	\$1,499	\$1,666

Sport	Units	\$ per unit	Total
Football	48	\$136	\$6,528

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$3,917	\$4,570	\$5,222	\$5,875	\$6,528
Varsity Assistant (70%)	\$2,742	\$3,199	\$3,656	\$4,113	\$4,570
9th Grade Head (55%)	\$2,154	\$2,513	\$2,872	\$3,231	\$3,590
9th Grade Assistant (50%)	\$1,958	\$2,285	\$2,611	\$2,938	\$3,264
7th/8th Grade Head (50%)	\$1,958	\$2,285	\$2,611	\$2,938	\$3,264
7th/8th Grade Assistant (45%)	\$1,763	\$2,056	\$2,350	\$2,644	\$2,938

Sport	Units	\$ per unit	Total
Golf	26	\$136	\$3,536

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$2,122	\$2,475	\$2,829	\$3,182	\$3,536

Sport	Units	\$ per unit	Total
Lacrosse (Boys/Girls)	35	\$136	\$4,760

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$2,868	\$3,332	\$3,808	\$4,284	\$4,760
Varsity Assistant (70%)	\$2,008	\$2,332	\$2,666	\$2,999	\$3,332

Sport	Units	\$ per unit	Total
Soccer (Boys/Girls)	33	\$136	\$4,488

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$2,693	\$3,142	\$3,590	\$4,039	\$4,488
Varsity Assistant (70%)	\$1,885	\$2,199	\$2,513	\$2,827	\$3,142
JH Head Coach (55%)	\$1,482	\$1,728	\$1,975	\$1,555	\$2,468
JH Assistant (50%)	\$1,347	\$1,571	\$1,795	\$2,020	\$2,244

Athletics/Coaching Salary Schedules:
2023-2024 through 2027-2028

Sport	Units	\$ per unit	Total
Softball	39	\$136	\$5,304

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$3,182	\$3,713	\$4,243	\$4,774	\$5,304
Varsity Assistant (70%)	\$2,228	\$2,599	\$2,970	\$3,342	\$3,713
JV Head (70%)	\$2,228	\$2,599	\$2,970	\$3,342	\$3,713
JV Assistant (65%)	\$2,068	\$2,413	\$2,758	\$3,103	\$3,448

Sport	Units	\$ per unit	Total
Swimming	46	\$136	\$6,256

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$3,754	\$4,379	\$5,005	\$5,630	\$6,256
Varsity Assistant (70%)	\$2,628	\$3,065	\$3,503	\$3,941	\$4,379

Sport	Units	\$ per unit	Total
Tennis (Boys/Girls)	28	\$136	\$3,808

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$2,285	\$2,666	\$3,046	\$3,427	\$3,808

Sport	Units	\$ per unit	Total
Track and Field (Boys/Girls) separate	36	\$136	\$4,896
Track and Field (Boys/Girls) combined	41	\$136	\$5,576

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach if separate	\$2,938	\$3,427	\$3,917	\$4,406	\$4,896
Head Coach if combined	\$3,346	\$3,903	\$4,461	\$5,018	\$5,576
Varsity Assistant (70% of separate rate)	\$2,056	\$2,399	\$2,742	\$3,084	\$3,427

Sport	Units	\$ per unit	Total
Volleyball (Boys/Girls)	37	\$136	\$5,032

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$3,019	\$3,522	\$4,026	\$4,529	\$5,032
Varsity Assistant (70%)	\$2,113	\$2,466	\$2,818	\$3,170	\$3,522
7th/8th Grade Head (Girls) (50%)	\$1,510	\$1,761	\$2,013	\$2,264	\$2,516
7th/8th Grade Assistant Girls (45%)	\$1,359	\$1,585	\$1,812	\$2,038	\$2,264
Intramurals (35%)	\$1,057	\$1,233	\$1,409	\$1,585	\$1,761

Athletics/Coaching Salary Schedules:
2023-2024 through 2027-2028

Sport	Units	\$ per unit	Total
Wrestling	45	\$136	\$6,120

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Head Coach	\$3,672	\$4,284	\$4,896	\$5,508	\$6,120
Varsity Assistant (70%)	\$2,570	\$2,999	\$3,427	\$3,856	\$4,284
JH Head (55%)	\$2,020	\$2,356	\$2,693	\$3,029	\$3,366
JH Assistant (50%)	\$1,836	\$2,142	\$2,448	\$2,754	\$3,060

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

Category A			
Activity	Units	\$ per unit	Total
Band	47	\$136	\$6,392

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Director	\$3,835	\$4,474	\$5,114	\$5,753	\$6,392
Assistant Director (60%)	\$2,301	\$2,685	\$3,068	\$3,452	\$3,835
Colorguard Instr I (40%)	\$1,534	\$1,790	\$2,045	\$2,301	\$2,557
Colorguard Instr II (35%)	\$1,342	\$1,566	\$1,790	\$2,013	\$2,237
Colorguard Instr III (30%)	\$1,151	\$1,342	\$1,534	\$1,726	\$1,918
Percussion Instr (40%)	\$1,534	\$1,790	\$2,045	\$2,301	\$2,557
Assistant Percussion Instr (35%)	\$1,342	\$1,566	\$1,790	\$2,013	\$2,237

Activity	Units	\$ per unit	Total
Elementary Band	7.5	\$136	\$1,020

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Director (1 ea Elem.)	\$612	\$714	\$816	\$918	\$1,020

Activity	Units	\$ per unit	Total
Musical	38	\$136	\$5,168

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Director	\$3,101	\$3,618	\$4,134	\$4,651	\$5,168
Assistant Director (60%)	\$1,860	\$2,171	\$2,481	\$2,791	\$3,101
Music Director (60%)	\$1,860	\$2,171	\$2,481	\$2,791	\$3,101
Vocal Coach (50%)	\$1,550	\$1,809	\$2,067	\$2,326	\$2,584
Choreographer (40%)	\$1,240	\$1,447	\$1,654	\$1,860	\$2,067
Set Designer (40%)	\$1,240	\$1,447	\$1,654	\$1,860	\$2,067

Activity	Units	\$ per unit	Total
Fall Play	18	\$136	\$2,448

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Director	\$1,469	\$1,714	\$1,958	\$2,203	\$2,448
Assistant Director (60%)	\$881	\$1,028	\$1,175	\$1,322	\$1,469
Set Designer (40%)	\$588	\$686	\$793	\$881	\$979

Activity	Units	\$ per unit	Total
Chorus/Renaissance	48	\$136	\$6,528

	Level 1 60%	Level 2 70%	Level 3 80%	Level 4 90%	Level 5 100%
Position					
Director	\$3,917	\$4,570	\$5,222	\$5,875	\$6,528

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

Activity	Units	\$ per unit	Total
8th Grade Play	15	\$136	\$2,040

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Director	\$1,224	\$1,428	\$1,632	\$1,836	\$2,040

Activity/Club	Units	\$ per unit	Total
Select Vocal Ensemble	12	\$136	\$1,632

	Level 1	Level 2	Level 3	Level 4	Level 5
	60%	70%	80%	90%	100%
Position					
Advisor	\$979	\$1,142	\$1,306	\$1,469	\$1,632

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

CATEGORY B					
Activity/Club	Units	\$ per unit		Total	
Sr/Jr Class Advisors	16	\$136		\$2,176	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2 Sr. / 2 Jr.)	\$1,197	\$1,414	\$1,632	\$1,850	\$2,176
Activity/Club	Units	\$ per unit		Total	
Fr/So Class Advisors	9	\$136		\$1,224	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2 Soph. / 2 Fresh.)	\$673	\$796	\$918	\$1,040	\$1,224
Activity/Club	Units	\$ per unit		Total	
NHS	10	\$136		\$1,360	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$748	\$884	\$1,020	\$1,156	\$1,360
Activity/Club	Units	\$ per unit		Total	
Student Council (High School)	36	\$136		\$4,896	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$2,693	\$3,182	\$3,672	\$4,162	\$4,896
Activity/Club	Units	\$ per unit		Total	
Student Council (MS)	21	\$136		\$2,856	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$1,571	\$1,856	\$2,142	\$2,428	\$2,856

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

Activity/Club	Units	\$ per unit	Total
DECA/Red Zone	44	\$136	\$5,984

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor	\$3,291	\$3,890	\$4,488	\$5,086	\$5,984
Assistant (60%)	\$1,975	\$2,334	\$2,693	\$3,052	\$3,590

Activity/Club	Units	\$ per unit	Total
SkillsUSA	53	\$136	\$7,208

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (3)	\$3,964	\$4,685	\$5,406	\$6,127	\$7,208

Activity/Club	Units	\$ per unit	Total
SkillsUSA-State Officer Extension	20	\$136	\$2,720

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$1,496	\$1,768	\$2,040	\$2,312	\$2,720

Activity/Club	Units	\$ per unit	Total
SkillsUSA-Inter. Submarine Race Extension	10	\$136	\$1,360

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$748	\$884	\$1,020	\$1,156	\$1,360

Activity/Club	Units	\$ per unit	Total
SkillsUSA-National Student Competitor Ext.	7	\$136	\$952

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$524	\$619	\$714	\$809	\$952

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

CATEGORY C					
Activity/Club	Units	\$ per unit		Total	
Yearbook (High School)	21	\$136		\$2,856	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (1)	\$1,571	\$1,856	\$2,142	\$2,428	\$2,856
Activity/Club	Units	\$ per unit		Total	
Memory Book (Middle School)	15	\$136		\$2,040	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (1 ea. Elem./4 @ NS/2 @ IS/2@HS)	\$673	\$796	\$918	\$1,040	\$1,224
Activity/Club	Units	\$ per unit		Total	
Competitive Academics	24	\$136		\$3,264	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2)	\$1,795	\$2,122	\$2,448	\$2,774	\$3,264
Activity/Club	Units	\$ per unit		Total	
Envirothon	9	\$136		\$1,224	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (2ea. Elem./4 @ NS /2 @MS/2@HS)	\$673	\$796	\$918	\$1,040	\$1,224
Activity/Club	Units	\$ per unit		Total	
Quiz Bowl	6	\$136		\$816	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Coach (2)	\$449	\$530	\$612	\$694	\$816
Activity/Club	Units	\$ per unit		Total	
Newsletter (Eagle's Eye)	17	\$136		\$2,312	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Advisor (1)	\$1,272	\$1,503	\$1,734	\$2,081	\$2,312

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

CATEGORY D					
Activity/Club	Units	\$ per unit		Total	
Robotics	9	\$136		\$1,224	
	Level 1	Level 2	Level 3	Level 4	Level 5
	50%	60%	70%	80%	100%
Position					
Advisor (1)	\$612	\$734	\$857	\$979	\$1,224
Activity/Club	Units	\$ per unit		Total	
Project Harmony	9	\$136		\$1,224	
	Level 1	Level 2	Level 3	Level 4	Level 5
	50%	60%	70%	80%	100%
Position					
Advisor (1)	\$612	\$734	\$857	\$979	\$1,224
Activity/Club	Units	\$ per unit		Total	
S.A.D.D.	12	\$136		\$1,632	
	Level 1	Level 2	Level 3	Level 4	Level 5
	50%	60%	70%	80%	100%
Position					
Advisor (2)	\$816	\$979	\$1,142	\$1,306	\$1,632
Activity/Club	Units	\$ per unit		Total	
STAR	13	\$136		\$1,768	
	Level 1	Level 2	Level 3	Level 4	Level 5
	50%	60%	70%	80%	100%
Position					
Advisor	\$884	\$1,060	\$1,238	\$1,414	\$1,768
Activity/Club	Units	\$ per unit		Total	
Varsity Club	12	\$136		\$1,632	
	Level 1	Level 2	Level 3	Level 4	Level 5
	50%	60%	70%	80%	100%
Position					
Advisor (2)	\$816	\$979	\$1,142	\$1,306	\$1,632
Activity/Club	Units	\$ per unit		Total	
Unified Bocce	13	\$136		\$1,768	
	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Head Coach	\$884	\$1,060	\$1,238	\$1,414	\$1,768
Assistant Coach (70%)	\$619	\$742	\$867	\$990	\$1,238

Activity/Club Advisor Salary Schedules:
2023-2024 through 2027-2028

Activity/Club	Units	\$ per unit	Total
Power Lifting	24	\$136	\$3,264

	Level 1	Level 2	Level 3	Level 4	Level 5
	55%	65%	75%	85%	100%
Position					
Head Coach	\$1,795	\$2,122	\$2,448	\$2,774	\$3,264
Assistant Coach (70%)	\$1,257	\$1,485	\$1,714	\$1,942	\$2,285

APPENDIX IV: PPO SCHEDULE OF BENEFITS

PPO Benefits Chart

A PPO, or Preferred Provider Organization, offers two levels of benefits. 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 own care. There is no need to select a Primary Care Physician (PCP). No referrals are needed for specialty care. Below are specific benefit levels.

	2023-2024 Plan Year		2024-2025 Plan Year	
	PPO		PPO	
Benefits	In Network	Out of Network	In Network	Out of Network
Deductibles	\$700/\$1300	\$500/\$1500	\$800/\$1600	\$1000/\$2000
Coinsurance	0%	20%	0%	20%
Coins OOP Max	n/a	\$2000/\$6000	n/a	\$3000/\$6000
Total OOP Max	\$8700/\$17400	n/a	\$8700/\$17400	n/a
ER Copay	\$150 – waived if admitted		\$150 – waived if admitted	
OV Copay/Specialist	\$25/\$30	20%	\$25/\$30	20%
Urgent Care Copay	\$35	20%	\$35	20%

Prescription Drugs	Retail	Mail Order	Retail	Mail Order
Deductibles	None		None	
Coinsurance/Copayments	20%	20%	20%	20%
Generic – Min/Max	\$15/\$40	\$30/\$80	\$15/\$40	\$30/\$80
Brand Formulary – Min/Max	\$15/\$40	\$30/\$80	\$15/\$40	\$30/\$80
Brand Non-Formulary – Min/Mx	\$15/\$40	\$30/\$80	\$15/\$40	\$30/\$80
Rx Management	Exclusive Pharmacy, Mandatory Generic (Soft)		Exclusive Pharmacy, Mandatory Generic (Soft), Managed RX, Prior Auth, Quantity Limits	

Premium Share	10.5%	10.5%
Spousal Surcharge	\$225/month	\$225/month

	2025-2026 Plan Year		2026-2027 Plan Year	
	PPO		PPO	
Benefits	In Network	Out of Network	In Network	Out of Network
Deductibles	\$850/\$1700	\$1250/\$2500	\$900/\$1800	\$1500/\$3000
Coinsurance	0%	20%	0%	20%
Coins OOP Max	n/a	\$3000/\$6000	n/a	\$3000/\$6000
Total OOP Max	\$8700/\$17400	n/a	\$8700/\$17400	n/a
ER Copay	\$150 – waived if admitted		\$150 – waived if admitted	
OV Copay/Specialist	\$25/\$35	20%	\$25/\$35	20%
Urgent Care Copay	\$35	20%	\$35	20%

	Retail	Mail Order	Retail	Mail Order
Prescription Drugs	None		None	
Deductibles	None		None	
Coinsurance/Copayments	20%	20%	20%	20%
Generic – Min/Max	\$15/\$45	\$30/\$90	\$20/\$50	\$40/\$100
Brand Formulary – Min/Max	\$20/\$80	\$40/\$155	\$25/\$100	\$50/\$200
Brand Non-Formulary – Min/Mx	\$30/\$100	\$45/\$160	\$35/\$120	\$70/\$240
Rx Management	Exclusive Pharmacy, Mandatory Generic (Soft), Managed RX, Prior Auth, Quantity Limits		Exclusive Pharmacy, Mandatory Generic (Soft), Managed RX, Prior Auth, Quantity Limits	

Premium Share	10.5%	11%
Spousal Surcharge	\$250/month	\$275/month

	2027-2028 Plan Year	
	PPO	
Benefits	In Network	Out of Network
Deductibles	\$1000/\$2000	\$1500/\$3000
Coinsurance	0%	20%
Coins OOP Max	n/a	\$3000/\$6000
Total OOP Max	\$8700/\$17400	n/a
ER Copay	\$150 – waived if admitted	
OV Copay/Specialist	\$25/\$35	20%
Urgent Care Copay	\$35	20%

Prescription Drugs	Retail	Mail Order
Deductibles	None	
Coinsurance/Copayments	20%	20%
Generic – Min/Max	\$20/\$50	\$40/\$100
Brand Formulary – Min/Max	\$25/\$100	\$50/\$200
Brand Non-Formulary – Min/Mx	\$35/\$120	\$70/\$240
Rx Management	Exclusive Pharmacy, Mandatory Generic (Soft), Managed RX, Prior Auth, Quantity Limits	

Premium Share	11%
Spousal Surcharge	\$300/month

APPENDIX V: DENTAL SCHEDULE OF BENEFITS

<i>Benefit</i>	<i>Delta Dental</i>	
	<i>In-Network</i>	<i>Out-of-Network</i>
Diagnostic <ul style="list-style-type: none"> • Exam • X-rays 	100%	100%
Preventive <ul style="list-style-type: none"> • Fluoride Treatments to age 19 • Teeth Cleaning, adults and children • Sealants to age 14 	100%	100%
Basic Restorative <ul style="list-style-type: none"> • Fillings 	85%	85%
Oral Surgery <ul style="list-style-type: none"> • Extractions 	85%	85%
Endodontics <ul style="list-style-type: none"> • Root Canal Therapy 	85%	85%
Periodontics <ul style="list-style-type: none"> • Treatment of gum disorders 	85%	85%
Major Restorative <ul style="list-style-type: none"> • Crowns 	50%	50%
Prosthodontics <ul style="list-style-type: none"> • Dentures • Bridgework 	50%	50%
Denture Repair <ul style="list-style-type: none"> • Repair to existing dentures 	85%	85%
Annual Plan Maximum	\$1,200/person, effective 7/1/2016	

