

**COLLECTIVE BARGAINING AGREEMENT**  
**BETWEEN THE**  
**CENTENNIAL SCHOOL DISTRICT**



**AND THE**  
**CENTENNIAL EDUCATION ASSOCIATION**  
**JULY 1, 2010 TO JUNE 30, 2016**

## **AGREEMENT**

This Agreement entered into as of the 12th day of June, 2012 is between the BOARD OF SCHOOL DIRECTORS OF THE CENTENNIAL SCHOOL DISTRICT (hereinafter referred to as the "Board") and the CENTENNIAL EDUCATION ASSOCIATION (hereinafter referred to as the "Association"). This Agreement supersedes and replaces all prior Agreements between the parties.

## **PREAMBLE**

The primary function of the Board is to provide for the students of the Centennial School District as meaningful an educational opportunity as is consistent with the needs and resources of the Board's constituent communities and with its statutory responsibilities. The Board is aware that the achieving of this goal importantly depends upon its ability to attract and retain qualified professional employees by sound programs respecting the compensation, hours and working conditions for such employees. The Board notes, however, that explicit statutory provisions already govern the same and additional areas of the teacher-School District relationship. The Board hereby approves the concept that the professional staff have an opportunity to contribute toward the development of such programs as directly affect them. Therefore, it is an objective of the Board to promote cooperation, mutual understanding and effective communications between the Board and its professional employees on such matters. This Agreement records the principles proposed by the Board to reach this objective. Nothing contained herein, however, is intended to oblige the Board to divest itself, or to delegate any, of the obligations or requirements imposed upon it by any constitutional, statutory, regulatory or decisional law. Nothing contained herein, however, is intended to deny or restrict any professional employee of such rights as he/she may have under any constitutional, statutory, regulatory, or decisional law.

## I. RECOGNITION

- A. The Board recognizes the Association (which as of the date of execution hereof represents and warrants to the Board that it does now have among its active members a majority of the Board's professional employees) as the exclusive bargaining representative for all professional employees employed by the Board.
- B. For the purpose of this Agreement, professional employees include Classroom Teachers, Teachers of Special Education, Art and Music Teachers, Librarians, Home and School Visitors, Psychometrists, Psychologists, Guidance Counselors and Guidance Teachers, Industrial Arts Teachers, Home Economics Teachers and Nurses with degrees and State certifications, Special Subject Teachers and other non-supervisory professional employees who qualify or may soon qualify for state certification. Employees covered by this Agreement shall include fractional employees. Fractional employees are defined to mean employees who are hired under full year contracts to work either (a) less than a full day (e.g., half days) or (b) less than full weeks (e.g., three days per week).

## II. ASSOCIATION MEMBERSHIP AND DEDUCTION OF DUES

- A. **Availability of Association Membership.** Membership in the Association will be available to all professional employees within the bargaining unit on the same terms and conditions generally applicable to present members of the Association.
- B. **Deduction of Established Dues.** The Centennial School District, subject to any applicable law, will deduct from the salaries of its professional employees who authorize such deduction, the Association's established initiation fees and dues as certified by the Association. Any professional employee wishing to begin dues deductions shall have a properly completed authorization card submitted to the Business Office no later than the second payday in September.

1. A facsimile of the authorization card to be used for the deduction shall be as follows:

*"To the Centennial School District:*

*I, the undersigned, a professional employee of the Centennial School District, authorize the Centennial School District to deduct annual dues from my salary and to remit the amount so deducted to the Centennial Education Association. This authorization shall be irrevocable for a period of one year and shall automatically renew itself for a successive yearly period unless I give written notice to the Centennial School District on or before August 1 of any calendar year that I revoke the authorization immediately."*

*Date:      Signature*

2. Upon receipt of a proper authorization from an employee, beginning with the first paycheck in October, the Board shall deduct one-tenth of the total CEA/PSEA/NEA dues from the pay of such employee and one-tenth from each pay thereafter until said dues are paid in full. The dues and a list of the professional employees from whom the dues have been deducted and the amount deducted from each, and a list of the teachers who had authorized such deductions and from whom no deductions were made and the reason therefore, shall be forwarded to the local Association officers no later than fifteen (15) days after each of the paychecks from which such deductions were made has been issued.
3. The Association shall defend, indemnify, and save harmless the Board and District and their employees, from any and all liability, costs, and expenses (including attorneys' fees) arising as a result of the proper deduction of Association dues.
4. **Fair Share.** Employees in the bargaining unit who are not members of the Association on the effective date of this Agreement shall be required to pay to the Association a "Fair Share Fee" for services rendered as the exclusive bargaining agent. For purposes of this

section, "Fair Share Fee" shall mean the regular membership dues of the Association, less the cost for the previous fiscal year of its activities or undertakings which were not reasonable employed to implement or effectuate the duties of the Association as the exclusive representative, as provided under Act 84 of 1988.

The District, on or before September 15 of each year, will provide the Association with a list of the names and addresses of all bargaining unit members. The District will also provide the Association with the name and address of any employee hired after September 15, such notice to be provided within thirty (30) days after the date of hire.

By December 15 of each year, the Association shall provide the District with names of employees who are non-members of the Association, the amount of the "Fair Share Fee", and a payment schedule for the deduction of the fee. For employees hired after November 15 of each year, the Association will provide the District with the amount of the fee and a payment schedule for deduction of the fee within thirty (30) days after receipt of notice of the employee's hiring. The District will deduct such fee from the paychecks of each non-member in accordance with the schedule provided and shall promptly transmit the amount deducted to the Association Treasurer.

The Association will indemnify, defend, and hold the District harmless against any and all claims, demands, suits, and other forms of liability that shall arise out of or by reason of action taken by the District to comply with the provisions of this section.

### **III. ASSOCIATION ACTIVITIES**

- A. Representatives of Association Permitted to Visit Schools.** The Board shall permit a representative of the Association to visit the schools to investigate working conditions, professional employee complaints or problems, or for any other purpose relating to the terms and conditions of this Agreement. The representative shall inform the principal at least one school day in advance of such visit. Upon the representative's arrival, the principal or, in his/her absence, the acting administrator shall confer with

the Association representative in order to facilitate the purpose of the visit. If conferences with professional employees are necessary, they shall be scheduled so as not to interfere with the instructional program. If the representative is a member of the Centennial staff, he/she shall comply with existing rules respecting filing a slip for prior approval for absence from duty without loss of pay.

- B. Board to Make Information Available to Association.** The Board shall make available to the Association, upon its request, the names, length of service, and salaries of professional employees and any and all public information, statistics, and records to the extent to which such material is readily available or is reasonably obtainable.
- C. Monthly Meetings.** The Superintendent of Schools, or his/her representative, shall meet at least once each month during the school year with representatives of the Association to discuss matters relating to the implementation of this Agreement.
- D. Association Meeting with Professional Employees.** Upon twenty-four (24) hours notice to the building principal, the authorized representative of the Association shall have the right, subject to reasonable restrictions to prevent interference with other activities, to schedule meetings before or after the regular duty hours of the teachers concerned.
- E. No Loss of Pay When Meeting by Agreement.** Whenever the parties to this Agreement meet during working hours by mutual agreement, no representatives of the Association shall suffer any loss of pay.
- F. Pay for PSEA.** Pay for absence to attend PSEA conventions or other activities as a CEA delegate shall not be paid unless the Superintendent shall agree that the event is primarily educational in nature. Payments made under this section shall be for a maximum of nineteen (19) days per school year.
- G. Use of Buildings.** The Association shall be allowed to use school buildings for six (6) general membership meetings per year without charge and unlimited committee meetings subject to scheduling with the

building principal; any other use of school buildings by the Association shall be subject to the same charges applicable to other community groups.

- H. Use of School Facilities.** The use of school paper, copy machine, office staff, office space, and other facilities (except bulletin boards as otherwise agreed) and personnel for Association purposes shall be forbidden. The Association shall be allowed the use of one bulletin board per faculty lounge. Any additional space for filing cabinet or typewriter will be allocated as may be agreed to by the Superintendent. However, the CEA and staff members shall have the right to use the regular inter-school mail service as scheduled by the Business Office.

#### **IV. NO STRIKES OR LOCKOUTS**

- A.** During the term of the Agreement neither the Association nor any member of the bargaining unit shall either initiate or participate in any strike as defined in the Public Employee Relations Act (Act No. 195 and Act 88). The Association will undertake all reasonable actions to insure that all members of the bargaining unit comply with the terms of this section.
- B.** During the term of this Agreement the Board will not initiate or continue any lockout.

#### **V. GRIEVANCE PROCEDURE**

- A.** It is recognized that on occasion a grievance may arise between the Board and one or more of its professional employees, or between the Board and Association, relating to the interpretation, operation, or application of this Agreement. Accordingly, a grievance procedure is described herein below for the orderly resolution of such grievances. Nothing contained in this procedure or in this Agreement shall in any way abrogate or curtail a professional employee's right to pursue any available processes or remedies provided by the School Code.

- B.** An Association representative shall have the right to be present or represent a professional employee at any step in the grievance procedure described herein.
- C. First Step.** In the event a grievance occurs, every reasonable effort will be made within fifteen (15) working days of its occurrence, or within fifteen (15) working days of when the aggrieved should have been aware, to verbally resolve said grievance between the parties.
- D. Second Step.** In the event the grievance is not resolved at step one, it may be presented in writing to the employee's building principal or supervisor within ten (10) working days. The principal or supervisor shall respond in writing within five (5) working days of the receipt of such grievance.
- E. Third Step.** In the event the grievance is not resolved at step two, it may be presented in writing to the Assistant Superintendent within five (5) working days. The Assistant Superintendent shall respond in writing within five (5) working days of the receipt of such grievance.
- F. Fourth Step.** In the event the grievance is not resolved at step three, it shall (as a condition to eventually being taken to arbitration) be presented in writing to the Superintendent within five (5) working days. Thereafter, within five (5) working days the Superintendent or his/her designee may hold a meeting at which any party may present evidence and at which all parties shall fully present their positions. The Superintendent or his/her designee shall respond in writing to the grievance within five (5) working days after the hearing or the submission of the grievance, as the case may be. The hearing shall begin promptly upon the end of the school day.
- G.** In the event the grievance is not resolved at step four, the Association may, within twenty (20) working days, elect to arbitrate the grievance in accordance with the procedures set forth in Article VI.
- H.** Working days shall be those in which the School District offices are open.



- I. All of the time limits contained herein may be extended by mutual agreement. Absent such agreement, the Board's failure to respond within the time limits described above shall result in the grievance being considered denied, and the matter shall automatically move to the next step.

**VI. ARBITRATION.**

- A. In the event a grievance cannot be resolved within the four-step grievance procedure described in this Agreement, this grievance may be referred to the Pennsylvania Bureau of Mediation for resolution by a single arbitrator in accordance with the rules and procedures of the aforesaid Pennsylvania Bureau of Mediation.
- B. The language used in this Agreement shall be binding upon the arbitrator.
- C. The decision of the arbitrator shall be final and binding.
- D. The costs of arbitration shall be borne equally by the Board and the Association. Such cost shall be limited to the arbitrator's fee and expenses and the charges of the Pennsylvania Bureau of Mediation.

**VII. SALARIES**

- A. The salary schedules for the 2010/11, 2011/12, 2012/13, 2013/14, 2014/15, and 2015/16 school years with increases as follows:

2010/11	Wage Freeze,
2011/12	1.75% plus increment
2012/13	1.0% plus increment*
2013/14	.75% plus increment*
2014/15	.75% plus increment*
2015/16	1.0% plus increment*

\* Three increment movements over four years. Begin 2012-13 by staying at the current 2011-12 step for 8 pays then move one half-step every 16 pays thereafter.

The district will provide each employee a salary confirmation slip that spells out the amounts individuals would make per pay. Slips will be provided in the beginning of the school year, when an employee moves a column, or upon return from leave as has been done in the past.

The supplemental pay schedule and co-curricular pay schedules for professional employees covered by this Agreement are attached hereto as appendices 1 through 6 respectively and made a part hereof.

- B. Summer Paychecks.** All members of the bargaining unit shall have the option of receiving their summer paychecks, four (4) in number, throughout the summer, or have all four (4) summer paychecks received by the second Friday in July and bearing even date therewith. All requests for payment as aforesaid must be received by the Business Office on or before May 1<sup>st</sup>.
  
- C. Extra Pay.** All extra pay positions (Summer School, Homebound Instruction, Co-curricular Activities, and Adult Basic Education) shall first be offered to qualified and acceptable members of the bargaining unit. Existing personnel may be reappointed without consideration of other applicants or they may be required to meet competition for the position at the discretion of the building administrator. The CEA President shall be notified whenever persons other than members of the professional staff are employed for any of the aforementioned positions.
  
- D. Classification Change.** A change of classification acquired by an employee between September 1 and February 28 shall be recognized effective March 1, with an appropriate movement on the pay scale.
  - 1. Administrative regulations governing change of salary classification are as follows:
    - a. All staff members who are eligible for a classification change because of receiving the proper graduate credits shall receive a horizontal increase equal to 1/2 of the scheduled horizontal increment and shall be paid 1/26 of the total increment, such increase beginning with the 14th scheduled paycheck.

- b. Proof of change of classification in the form of a college transcript must be filed with the Superintendent's office on or before March 30. This transcript need not be official and transcripts submitted under the College Credit Subsidy Policy will be accepted as verification.
    - c. Any salary classification change which becomes effective on March 1 that is not substantiated by a college transcript shall be voided on April 1, and pay adjustment will be made during the pay periods of April.
  2. It is extremely important that professional staff members adhere strictly to the time schedule above in fairness to the Payroll Department and other staff members involved in making the classification change effective.

Any classification change expected on March 1 and not awarded because of not meeting deadlines shall become effective September 1, provided college transcripts are submitted to the Superintendent's office.

**E. Salary Policies.** All full-time staff members are paid on the basis of an annual salary. Pay for a particular school year is received over a twelve month period, and each paycheck represents 1/26 of a person's annual salary minus authorized deductions. Paychecks are received every other Friday\*\*, except in the event of a holiday on a payday, wherein checks will be distributed on the last working day prior to the scheduled payday.

There are four (4) categories of payment:

1. Twelve Month Professional Staff

- a. Staff members who are employed for a twelve (12) month term of service and are paid currently and up to date.

## 2. Ten Month Professional Staff

- a. Ten (10) month professional staff receive 1/26 of their pay every other Friday including July and August. Pay for July and August is for service rendered during the previous school year.
- b. In the event of resignation of a ten (10) month professional staff member completing a full year of teaching service, the date of resignation should be August 31, and July and August pay will be forthcoming as usual.
- c. In the event of resignation of a ten (10) month professional during the school year, the amount due the staff member is determined by the following formula:

$(\text{Total Days Worked} / \text{Total Days in Employee Work Year}) \times \text{Annual Salary} - \text{Pay Already Received}$

\*\*Periodically, a three (3) week span between pays is necessary since 365 days divided by 26 pays is not even and the arithmetical remainder accumulates. Since pay is for an annual period, this adjustment is necessary periodically.

## 3. Additional Pay

- a. Whenever a staff member is allowed additional pay on a daily or time-clock basis, the hours or days worked should be turned in to the staff members immediate supervisor, who, in turn, will forward those hours on his/her Supplemental Pay Report to the Business Administrator to be included in the Supplemental Payroll.
- b. Pay on the Supplemental Payroll is received at the end of the next pay period. In other words, hours turned in for work completed during the previous two (2) weeks is paid on the next payday.

#### 4. Fractional Employees

- a. The employer shall determine the fraction of the fractional employee's employment which shall be applied to the appropriate step on the salary schedule to determine such employee's rate of pay.

In the event a staff member is absent for a reason not covered by Sick Leave Policy, a deduction is made from that person's pay. That deduction is made on the paycheck due on the second pay of the month following the month in which the absence occurred. For the amount of deduction see "Deductions" in Section XII.G.

#### 5. Overpayment or Underpayment of Salary

- a. When an overpayment or underpayment of salary occurs, adjustments will be made to correct the errors retroactive to the beginning of the school year in which the errors were discovered. This means the School District agrees to pay to the employee the amount of money due that employee from the beginning of the school year in which the underpayment was discovered. It also means that the employee shall repay the District the amount of overpayment received from the beginning of the school year in which the overpayment was discovered.

All pay is determined according to the appropriate salary schedules.

### **VIII. ANNUAL CO-CURRICULAR ACTIVITIES CONTRACTS**

- A. Assignment and acceptance of positions under the Co-Curricular Policy (which is attached hereto as Appendix VIII) shall be executed in writing by the appropriate administrator and the appointee prior to the commencement of the activity as follows
  1. Full year and Fall assignments by the end of the preceding school year; and
  2. All others by October 15 of the school year in question.

**B. Co-curricular unit compensation shall be paid as follows:**

2010/11	\$190.00 per unit
2011/12	\$196.00 per unit
2012/13	\$201.00 per unit
2013/14	\$206.00 per unit
2014/15	\$206.00 per unit
2015/16	\$206.00 per unit

**Club and Intramural Hourly Rates**

2010/11	\$13.12 per hour
2011/12	\$13.48 per hour
2012/13	\$13.83 per hour
2013/14	\$14.19 per hour
2014/15	\$14.19 per hour
2015/16	\$14.19 per hour

**C. The following shall constitute the co-curricular activities pay dates for each contract year:**

- Fall activities: last payday in November
- Winter activities: last payday in March
- Spring activities: last payday in May
- Summer activities: last payday in September

**D. Beginning in the 2011/12 school year, the District will pay coaches for extended play for extra curricular activities. Head coaches shall receive fifty (\$50.00) dollars per week for contests in state regionals and above and assistant coaches will receive twenty-five (\$25.00) dollars per week for contests in the state regionals and above.**

**E. Beginning in the 2011/12 school year, if the number of students in the activity significantly increases or decreases, the Administration in consultation with the head coach and athletic director has the right to adjust the total number of units for assistant coaches or the number of assistant coaches to best meet the needs of the program.**

## IX. OTHER COMPENSATION

**A. College Credit Payment.** The Board will reimburse one-half (1/2) of tuition charges for work taken for college credits with the approval of the Superintendent. In no case will the Board's reimbursement exceed:

2010/11	\$230
2011/12	\$240
2012/13	\$250
2013/14	\$260
2014/15	\$260
2015/16	\$260

per semester hour for all credits up to thirty (30) credits beyond the Bachelor's level.

After Bachelor's plus thirty (30) credits, teachers shall receive:

2010/11	\$135
2011/12	\$145
2012/13	\$155
2013/14	\$165
2014/15	\$165
2015/16	\$165

per semester hour of college credit.

Long-term substitute teachers shall not be eligible for college credit subsidy.

The Centennial School Board agrees to subsidize the tuition costs for college credits in accordance with the provisions below:

1. Requests for approval can be secured from the principals and other administrators and should be submitted to the Superintendent's office two (2) weeks (defined as ten (10) business office working days) prior to the beginning of the course, allowing for the Administration

to respond with approval, disapproval, or request for further information one (1) week (defined as five (5) business office working days) prior to the beginning of the course.

2. The following will not qualify for reimbursement:
  - a. Courses needed to satisfy student teaching requirements.
  - b. Courses taken at institutions which are not acceptable to the Pennsylvania Department of Education.
  - c. Courses taken beyond B + 36 credit hours before the granting of a Master's Degree.
  - d. Courses taken by an employee with an Emergency Certificate may be approved by special action of the Superintendent.
3. Reimbursement for college credit subsidy is as follows:
  - a. 1/2 reimbursement for undergraduate credit courses for those staff members who do not hold a Bachelor's degree, or who do not hold proper certification.
  - b. 1/2 reimbursement for graduate credits applied toward initial permanent certification, Master's Degree, or Master's Degree Equivalency for those staff members who hold a Bachelor's Degree.
4. Net cost is interpreted to mean the cost to the applicant after subtracting GI payments, scholarships, fellowships, etc. from the basic cost of the course being pursued.

The reimbursement for college credit subsidy is applicable to **tuition** only and to that portion actually paid by the staff member and is limited to:



2010/11	\$230
2011/12	\$240
2012/13	\$250
2013/14	\$260
2014/15	\$260
2015/16	\$260

per semester hour for all credits up to thirty (30) credits beyond the Bachelor's level. After Bachelor's plus thirty (30) credits, teachers shall receive:

2010/11	\$135
2011/12	\$145
2012/13	\$155
2013/14	\$165
2014/15	\$165
2015/16	\$165

per semester hour of college credit.

5. Staff members on sabbatical leave are eligible for college credit subsidy payable to the staff member after February 1 of the year following the leave and further provided that staff member serves one (1) full year in the School District following said leave. The application for reimbursement for courses taken during said leave should be submitted two (2) weeks (defined as ten (10) business office working days) prior to the beginning of the course, allowing for the Administration to respond with approval, disapproval, or request for further information one (1) week (defined as five (5) business office working days) prior to the beginning of the course.
6. Payment will be made for completion of college credit courses receiving a B or better, pass, in a pass/fail course, or a grade of proficient in a proficient/non-proficient course. Poor marks may jeopardize further approvals.

7. A transcript from the institution granting the college credit must be submitted to the Superintendent for approval for payment. A transcript and a receipted bill will serve as vouchers for reimbursement.
8. County In-service Programs conducted as state-approved programs for certification credit will be accepted for college credit subsidy payments.
9. Should a course in which a teacher has previously been registered for and approved be cancelled or have its location changed prior to the beginning of the class, teachers shall have two (2) weeks (defined as ten (10) business office working days) from the date of the cancellation or the change to submit approval for a reimbursement for a new course.

## **B. Horizontal Movement.**

1. The rules for horizontal movement are as follows:
  - a. Credits which apply to permanent certification are acceptable for movement to the B + 12 (members grandfathered in as of June 30, 2012) and the B + 24 columns. However, employees are advised to enroll in a Master's Degree program related to their teaching area as early as possible to facilitate movement beyond the B + 24 column.
  - b. Bargaining unit members with a Bachelor's degree must have written acceptance into a Master's Degree program directly related to their teaching area or in an area approved by the Superintendent and at an institution approved by the Superintendent.
  - c. Movement horizontally on the salary schedule beyond the B + 24 column requires a Master's Degree.
  - d. Movement horizontally on the salary schedule beyond the Master's Degree requires that bargaining unit members:

- 1) To have written acceptance from an institution into a doctoral program directly related to their certification and teaching area or in an area approved by the Superintendent and at an institution approved by the Superintendent;
- 2) Or enroll in individual courses directly related to their certification and teaching area provided that all courses and institutions receive prior approval of the Superintendent;
- 3) Or enroll in individual courses that will be mutually beneficial to the School District and the employee, provided that all courses and institutions receive prior approval of the Superintendent;
- 4) Or enroll in courses to secure additional state certification in a teaching field in which the employee is not currently certified. However, there will be no horizontal movement on the salary schedule until the employee is actually transferred to another assignment which requires the new certification. All courses and institutions must receive prior approval of the Superintendent.
- 5) B + 12 column will be eliminated. Those at the B+12 column as of June 30, 2012 will be grandfathered.

**C. Mentor Program.** Employees, who have been appointed to be mentors pursuant to the District Induction Program adopted by the School District, shall be compensated at one thousand (\$1,000.00) dollars.

**D. Retirement Severance Pay.** Each professional employee shall be entitled to severance pay at retirement on the following basis:

Professional employees who retire and have ten (10) or more years of service shall receive \$100.00 per year for each year of service up to a maximum of \$1,500.00.

A two-phase retirement incentive:

1. Phase I ends on June 30, 2012 (members **must** file for retirement by June 30<sup>th</sup>; the incentive paperwork will follow thereafter, with an estimated 45 days to consider, 7 days to revoke the retirement incentive agreement) and includes all retirees from this school year (effective date of retirement June 2012).

*Up to 12 may participate in Phase I.*

2. Phase II ends on or about December 31, 2012 (members **must** file for retirement by December 31<sup>st</sup> for a June 30, 2013 retirement. After December 31<sup>st</sup>, the incentive paperwork will follow, with an estimated 45 days to consider, 7 days to revoke the retirement incentive agreement).

*At least 15 must take Phase II or there is no Phase II. A maximum of 18 may take Phase II.*

The benefit level is over three years: \$10,000, \$10,000 and \$10,000. Eligibility includes three categories of normal PSERS retirements, plus the early PSERS 55/25 framework.

**E. Layoff Severance Pay.** Professional employees whose contracts are not renewed due to lack of work shall be entitled to a severance benefit under the following conditions:

1. A lump sum payment of ten (10) days of per diem pay shall be given to employees with less than (5) years of service in the Centennial School District;
2. A lump sum payment of twenty (20) days of per diem pay shall be given to employees with five (5) or more years of service in the Centennial School District.
3. The lump sum payment shall be paid on September 15, unless the professional employee has been recalled. If such recall occurs prior to September 15, then no payment will be made.

4. Furloughs are capped at no more than twenty-one (21) CEA professional staff for 2012-13 and no more than twenty (20) CEA professional staff for 2013-14.

**F. Compensation for Job-Related Injuries.** An absence due to an injury or childhood disease incurred in the course of the professional employee's employment and in fulfillment of his/her duties shall not be charged against the professional employee's sick leave days. The Board will pay to such professional employee the difference between the professional employee's salary and the benefits received under the Pennsylvania Workmens' Compensation Act for a period of time not exceeding one (1) year after the commencement of Workmens' Compensation benefits.

When compensation reimbursement is received for absence due to injury, the amount of compensation received shall be deducted from regular pay due the employee, and the balance will be paid in order that the total pay received from School Board funds and compensation insurance shall equal the regular pay that would be received for other absences.

**G. Mileage Reimbursement.** When an employee regularly servicing two or more schools during the school day or for school business on out-of-the-district assignments is required to use his/her personal vehicle, the employee is eligible to be reimbursed at the existing Internal Revenue Service (IRS) rate then in existence by filing the proper personal expense form on a quarterly basis (exclusive of travel to and from school at the start and end of each day).

## **X. MEDICAL AND LIFE INSURANCE BENEFITS**

**A. Medical Benefits.** For each professional employee in the bargaining unit electing medical benefits, the Board shall pay 100% of the premium cost for individual coverage of the Keystone Health Plan East HMO-10 or the same benefits by another similarly sound and reputable insurance company with not less than a "Best A+" rating. For each employee electing coverage other than the individual coverage indicated above, the Board shall pay 75% of the difference between the premium of the elected coverage and the premium for the individual coverage indicated

above. The Keystone Health Plan East POS-10A, with gap insurance to coordinate benefits, as currently done, between KPOS 10A and the District’s former self-insured CHA medical coverage, or the same benefits by another similarly sound and reputable insurance company with not less than a “Best A+” rating shall be an optional Health Benefits Plan.

1. **The Self Referred Provision** - The self-referred provision in the Keystone Health Plan East POS-10A shall provide an overall lifetime maximum benefit of \$1,000,000. Additionally, the self-referred provision in the Keystone Health Plan East POS10A shall contain a maximum out-of-pocket benefit which shall limit an employee's costs to five hundred dollars (\$500) for each family member for medical claims, payable on a basis of 80% - 20%. Under the maximum out-of-pocket benefit provision the employee shall pay the \$100 deductible. Of the next \$2,000 of medical expenses the employee shall pay 20% (\$400) and the insurance carrier shall pay 80% (\$1,600). Medical expenses above \$2,100 shall be paid at the rate of 100% by the insurance carrier.
  
2. **Cost Sharing** - Each employee electing medical benefits shall share the premium cost in addition to the applicable employee contribution from the calculation in the first paragraph of Section X.A. This amount shall be deducted from two (2) pays each month (24 pays per year) in the amount equal to one-half (1/2) the monthly cost sharing which shall be as follows:

<u>Year</u>	<u>Per Month</u>
2010/11	\$ 46.00
2011/12	\$ 51.00
2012/13	\$ 56.00
2013/14	\$ 61.00
2014/15	\$ 66.00
2015/16	\$ 71.00

- B. **Life Insurance Benefits.** The individual face amount in the policy of each full time professional or temporary professional employee shall be \$50,000 effective in 2010/11. Life insurance benefits for fractional

professional or fractional temporary professional employees shall be in the face amount of \$25,000 effective in 2010/11

- C. Dental Care.** The board will pay 100% of each employee's premium cost and 75% of the premium cost for family coverage for the basic dental care program such as provided by Delta Dental Corporation. (Complete benefit and program information to be outlined in Basic Plan of Pennsylvania Dental Service Corporation Booklet.) The dental insurance limit per person is \$2,000 maximum effective July 1, 2011. Dental insurance will include an orthodontics plan with maximum life time benefits of \$2,000 effective July 1, 2011. Orthodontics will be provided to dependents until age 19.
  
- D. Prescription Drugs.** For each professional employee in the bargaining unit, the Board shall pay 100% of the premium cost for individual coverage for a prescription drug program. For each employee electing coverage other than the individual coverage, the Board shall pay 75% of the difference between the premium of the elected coverage and the premium for the individual coverage. Such program shall contain a co-pay for generic and brand name prescription drugs payable by the employee for each prescription as indicated below.

The program shall include a co-payment for generic, brand, and non-formulary prescription drugs payable by the employee for each prescription as specified below:

<u>Year</u>	<u>Generic</u>	<u>Brand</u>	<u>Non-formulary</u>
2010/11	\$ 10	\$ 20	\$ 25
2011/12	\$ 10	\$ 20	\$ 25
2012/13	\$ 10	\$ 20	\$ 25
2013/14	\$ 10	\$ 20	\$ 25
2014/15	\$10	\$ 20	\$ 25
2015/16	\$10	\$ 20	\$ 25

- E. Vision Care.** The Board shall pay 100% of the premium cost for both individual and family coverage for a Vision Care Program. The Vision Care Program shall be provided by a reputable organization capable of

supplying the same or similar benefits as the School Claims Services basic vision care plan.

- F.** For a period of sixty (60) days following the death of an employee, the Board will provide medical benefits as covered in Article X, Section A, for family coverage.
- G.** Fractional employees may participate in group insurance programs at their option. The Board contribution will be limited to the fraction of employment assigned to that employee.
- H.** All professional employees while on leave of absence without pay for any reason may, at their option, continue their group insurance coverage by making the necessary premium payments to the School District.
- I.** A Long Term Disability Insurance will be offered to employees on a payroll deduction basis. The District assumes the management and communication duties necessitated to offer the plan in conjunction with the chosen provider. Any change in carrier and/or coverage will be approved by the CEA and the District, with recommendations from the Cost Containment Committee.
- J. Cost Containment Committee.** A committee comprised of three (3) representatives appointed by the Board and three (3) representatives appointed by the Association will be established for the purpose of investigating methods to contain the cost of insurance premiums.
- K.** The School District shall maintain a Section 125 Plan and shall be operated in accordance with Section 125 of the Internal Revenue Code. Notwithstanding anything hereinto the contract, the School District's obligation to continue the Plan shall cease in the event that Section 125 is repealed. If Section 125 or its regulations are amended to the point where they substantially affect the tax benefits of either party, then the School District shall meet and discuss with the Association, but shall have no obligation to agree to any other plan.



In the event that money remains in the employee's Accounts under the Plan at the conclusion of any Plan year or upon termination of the Plan, the funds shall be paid to the employees, less required withholdings; provided that no such funds are to be paid to said employee if the average payment is less than one (\$1.00) dollar; and, provided, further, that the distribution to the employees, whether pro-rata or proportionate, shall be determined by the Association.

Consequently, in the event that BAS or a similar administrator is unwilling to continue to contract with the School District under the terms and conditions that currently exist, then the Health Care Cost Containment Committee or the Association shall have the opportunity to recommend an administrator that will offer substantially equivalent terms and conditions at fees that are substantially similar or less. The fee schedule shall be as follows:

Premium Only Plan (POP)	\$15.00
Flexible Spending Accounts and POP	\$20.00 per year, plus the Administrator's monthly fees

The fee schedule that is in effect shall be adjusted to reflect the School District's cost of administering the program. Adjustments may be made by the School District upon majority recommendation by the Cost Containment Committee. Recommendations must be made with consideration to the renewal date of the fee schedule.

The School District shall not have any responsibilities as to the tax implications of any employee's participation or lack of participation in the Plan. Similarly, the School District shall not bear any responsibility, nor shall any grievance be filed, regarding individual financial loss due to moneys not being used by individual contributors. The Association may not submit any dispute under the Plan to arbitration, except whether the School District provided a Plan in accordance with the terms and conditions hereof. If the event that a dispute is arbitrated as to whether the School District provided the required Plan, the remedy of the Arbitrator is limited to compelling the School District to adopt a compliant Plan to be prospective only.

- L. Domestic Partner.** For benefit year beginning July 1, 2011, for medical benefits, partner shall be defined as the person with whom the professional employee has made a home. The medical cost sharing for partner benefits will be at the same rate as those of spouse or family as pertains to the employee's situation. A domestic partner does not include an immediate family member or near relative as defined under the Pennsylvania School Code, as amended.
- M. Future Health Care Options.** For benefit year beginning July 1, 2011, CEA and the Board agree to reopen discussions during the life of this contract on the single issue of health care should possibilities exist via a consortium and/or state and federal health care options that would benefit both sides.
- N. Employee Assistance Program.** For benefit year beginning July 1, 2011, the District agrees to provide an Employee Assistance Program through Beacon. The program offered shall be determined by the District. The District may change the carrier as long as similar benefits are provided to employees.

## **XI. UNPAID LEAVES OF ABSENCE**

- A.** If and when the Association requests a leave of absence without pay for a professional employee who is elected or appointed to a full time position with the Association or any organization with which it is affiliated, the Board will, upon proper application, grant only one (1) professional employee a leave of absence for the purpose of accepting such a position. No professional employee shall be granted more than one such leave of absence and no more than one such absence shall be granted by the Board during any two (2) year period. No such leave shall be granted to last more than two (2) calendar years. A professional employee who is granted such a leave of absence, nothing to the contrary contained herein, shall retain all insurance and other benefits and shall continue to accrue seniority for salary increments and all other purposes as though he/she was in regular service. Upon return to service the employee shall be placed on the assignment which he/she left with all accrued benefits and increments that he/she would have earned had he/she been in regular service.

Subject to the requirements of the various plans, a professional employee on such a leave of absence shall be permitted to pay both his and the Board's regular contributions to all plans requiring such contributions.

- B.** Credits toward sabbatical leave and unused sick leave accumulated at the commencement of any leave of absence shall not continue to accrue during any leave of absence, nor shall they be forfeited unless twelve (12) months shall have elapsed before the professional employee returns to an active status, provided, however, such credits may not be used until the professional employee has remained on active status for a period equal to the leave of absence retroactive to his/her return to active status. Any person on any such leave of absence will be given primary consideration for a teaching position for which qualified and certified, including a permanent substitute teaching position.

**C. Child Bearing/Child Rearing Leave.**

- 1. Grant of Leave:** The Board shall grant Child Bearing/Child Rearing leaves to all employees who are eligible. The leave shall be for a reasonable period of time.
- 2. Period of Leave:** The date of beginning and of termination of this leave shall be reasonably at the election of the employee. Child bearing/child rearing leave is not intended to normally exceed one (1) year unless by special permission of the School Board after consideration of the circumstances. In any event, return to employment must occur no later than the second September opening of school after the leave is granted. The employee shall provide the Superintendent with notice, in writing, of the beginning and ending of such leave as far in advance as can reasonably be expected so that there is a minimum of detriment to the education of children and in consideration of fairness to substitute employees and the administrators. Four (4) weeks notice shall be deemed reasonable.
- 3. Eligibility.** Any employee of the District shall be eligible for child bearing/child rearing leave on the basis of pregnancy or adoption.

**4. Status While on Child Bearing/Child Rearing Leave.** No salary shall be paid to an employee on child bearing/child rearing leave. While on child bearing/child rearing leave the employee is entitled to use accrued sick leave for actual sickness, pursuant to the School Code. No fringe benefit payments shall be made from any "sick leave" payments. The employee while on child bearing/child rearing leave shall have the privilege of continuing contributions to retirement and fringe benefits upon notification, in writing, of such intent, and upon the employee's written agreement to reimburse the School District for the cost of such benefits, if available. The School District cannot be responsible, however, for the continuation of payment(s) for insurance(s) if reimbursement(s) are not made when due, or if insurance carriers refuse to extend coverage.

**5. Return from Child Bearing/Child Rearing Leave.** Upon application by the employee on such leave to return to employment following such reasonable child bearing/child rearing leave, the District shall offer the employee the job held before going on leave, if it still exists, or a substantially equivalent position, if the employee qualifies. To the extent applicable, this regulation shall be administered in a reasonably consistent way with other leaves of absence as provided under the laws of the State of Pennsylvania.

Upon return from child bearing/child rearing leave the employee shall receive compensation for services at the step or level appropriate for the experience and service to the District on the then existing salary schedule. If during the school year the employee takes leave, the following advancement shall apply:

- a) If the employee works 70% of the work year, the employee shall advance one (1) full step on the salary schedule.
- b) If the employee works 40% of the work year, the employee shall advance one-half (1/2) step on the salary schedule.
- c) If the employee works less than 40% of the work year, the employee shall not advance on the salary schedule.

6. **Miscellaneous:** The School Board may require that requests for sick leave while on child bearing/child rearing leave and for return to employment from child bearing/child rearing leave be supported by a physician's statement. The Board reserves the right to require consultation with employee's doctor by the school doctor to verify the employee's status or claim(s).

## **XII. PAID LEAVES OF ABSENCE**

### **A. Sick Leave - Deductible from current and/or accumulated credit.**

1. An employee may be absent due to personal illness fifteen (15) days per year for ten (10) month employees and eighteen (18) days for twelve (12) month employees without payroll deduction. The total number of days granted annually will be placed on credit for each person on their date of increment. Annual sick leave for any person discontinuing service in the school before completing the year's assignment will be prorated at 1-1/2 days per month. On increment date each year, unused sick leave time for the previous year is credited as accumulated sick leave. Accumulated sick leave is used after the annual allowance is used. Sick leave may be used for illness in the immediate family, including transportation to and from hospital -annual limit - five (5) days.
2. Doctor certification is required commencing with the fourth day of consecutive absence.
3. The misuse of sick leave or other leaves shall result in forfeitures of pay on a prorated basis.
4. When a professional employee's sick leave (current and accumulated) has been exhausted due to a serious illness or non-work-related accident the employee may apply to the School Board for an extension of sick leave up to a maximum of sixty (60) days. Such applications shall be made to the Superintendent through the proper administrative channels. The CEA/Administration Committee shall serve as a screening committee for such applications and shall

consider such criteria as competency, loyalty, length of service and hardship in recommending whether an extension should be made. The recommendation of the CEA/Administration Committee shall then be presented to the School Board for its action. The right to grant or deny an extension shall rest solely with the School Board. The Business Office shall notify the CEA/Administration Committee whenever an employee's sick leave has been exhausted.

**B. Other Absences.** Not deductible from sick leave:

**1. Death**

- a. Three (3) days (State mandated) are granted for death in immediate family (spouse, child, parent, parent-in-law, brother, sister, stepchild, or resident grandparent, domestic partner). This period may be extended as the exigencies of the case may warrant.
- b. Absence will be granted for impending death in the immediate family, the length of time allowed dependent upon the individual case.
- c. A single day's absence may be used to attend the funeral of a near relative (first cousin, grandparent, grandparent-in-law, aunt, uncle, niece, nephew, sister-in-law, brother-in-law). This period may be extended as the exigencies of the case may warrant (for factors such as distance, etc.).
- d. Absence will be allowed for the settlement of family affairs (executor of estate) following the death in the immediate family, the length of time allowed dependent upon the individual case.

**2. School Business** (prior approval required)

One (1) day is allowed for staff members to take advanced degree examinations or to attend graduation exercises where an advanced

degree is being awarded. The one day is a maximum allowance and shall be subdivided if the occasion warrants.

### **3. Absences for Legal Reasons (prior approval required)**

It is difficult to define the total scope of absences related to this heading. It is the intent of the Board to grant absences with pay for the reasons listed below, subject to administrative review and approval. Individuals have right of review and appeal.

- a. Jury Duty - Persons assigned to jury duty may serve without pay deduction or without sick leave deduction, but are expected to work any part of a day or days when not required to be present for jury duty.
  - b. Child Adoption – One (1) day's absence will be allowed for adoption proceedings.
  - c. Compulsory Court Appearance - if not at fault.
  - d. Voluntary Court Appearance - if not at fault.
  - e. Home Purchase Closing.
  - f. Internal Revenue Service.
- 4. Religious.** Two (2) days per year are allowed for religious holidays of a nature that are not provided for in the school calendar.
- 5. Personal Business.** Usual prior approval is required except for unforeseen circumstances. Absence will be approved for urgent personal business that cannot be conveniently scheduled on other than work days and for personal emergencies requiring immediate attention.
- 6.** All staff requesting absence from duty for a reason requiring prior approval shall submit an Application for Pay for Absence form to

their respective supervisors at least two (2) weeks prior to the date of the intended absence. Supervisors will indicate their approval or disapproval and forward to the Superintendent of Schools for action. Following final action, one (1) copy will be sent to the Business Office, two (2) copies to the staff member's supervisor, one (1) of which goes to the staff member.

7. Requests for Sabbatical Leave of Absence and Leave without pay must be referred to the School Board for action - such leaves to be granted according to the School Laws of Pennsylvania. Sabbatical leave requests should be filed with the Superintendent by April 1 of the year prior to the school year in which the request is being made in order that the cost of such sabbatical leave will be reflected in the school budget.
8. **Personal Leave.** For the school year beginning July 1, 2011, teachers shall be permitted to use three (3) days each year from their sick leave as personal leave. Personal leave days shall be accumulative to a maximum of five (5) days. No more than 10% of the staff of each building shall be permitted to take personal leave on the same day.

**C. Undefined Absences.**

1. Requests for absences not covered by policy should be submitted to immediate supervisor.
2. Supervisor will recommend decision to Superintendent who will act upon request.

**D.** Employees may apply for paid days off for reasons other than those set forth above: The approval or disapproval of such requests shall be at the discretion of the Superintendent.

**E. Appeal and Penalty.**

Employees abusing absence policy may be penalized by deduction in pay.



- F.** It is required that all employees file with their administrator an Application for Pay Absence (with doctor certification, if doctor certified) immediately upon return to service after absence.
- G. Deductions.** For absences for any cause not included above salary deductions will be made on the payroll of the month following the month in which absences occurred and at the following rates:
1. Twelve (12) month personnel - 1/250th of annual salary for each day's absence
  2. Ten (10) month personnel - 1/200th of annual salary for each day's absence.

### **XIII. TRANSFER POLICY**

- A.** All employee transfers should be resolved in a fair and equitable manner. Under normal transfer conditions consideration will be given on the basis of whether or not the persons being considered for transfer meet the requirements of the position that is available. If two or more candidates meet the conditions set forth and all other factors are equal, then the staff member having the greater seniority in the District shall be given his/her preference.
- B.** Transfers other than those considered "normal" would be those necessary when a new building is opened or when changes in zoning require a reorganization of grade levels, etc. When transfers of this type are necessary, a balance will be maintained among existing staff insofar as experience, grade level and departments are concerned. In keeping with this, no more than approximately one half of any existing faculty, grade level or department will be approved for transfer.
- C.** When there is a need for an involuntary transfer the employees having the least amount of continuous service shall be the first to be transferred except where a teacher with longer service has a unique talent or special training essential to the success of the instructional program.

## **XIV. SENIORITY**

- A.** The seniority of an employee is determined by the length of his/her service in the Centennial School District, computed in years, months and days from the first day of his/her latest period of continuous employment. The first day of such employment shall mean the effective date as approved by the Board in its official minutes. A fractional employee shall be credited with the determined fraction of a "year of service" as the term is used throughout the collective bargaining Agreement for any years during which they are a fractional employee.
  
- B.** A professional employee shall lose his/her seniority rights if the professional employee resigns or is discharged in accordance with the School Code. However, seniority shall not be lost if:

  - 1. Seniority is otherwise preserved by the provisions of the Selective Service Act of 1948; or
  
  - 2. The employee is on an approved sabbatical leave; or
  
  - 3. The employee is absent for one (1) year or less due to illness or accident or maternity.
  
- C.** Leaves of absence for reasons other than those provided by the School Code or Article XI, Section A or C are granted solely at the discretion of the School Board. Employees whose requests for such discretionary leaves have been approved by the Board shall not accrue seniority for any purpose for the period of time for which said leave is granted commencing with the effective starting date of said leave; however, seniority benefits accrued up to the effective starting date of said leave shall be retained.

During the period of discretionary leaves the School Board shall not be required to make payments into the Public School Employee's Retirement Fund on behalf of such employees or to pay any monies directly to or on behalf of such employees unless required by law. Such employees may, however, continue their group insurance coverage in force during the

period of said leaves by making the proper premium payment each month to the Centennial School District. The proper monthly premium payment shall include both the employee's and the Board's share of the premium for the coverage desired by the employee.

## **XV. FILLING OF SUBSTITUTE BARGAINING UNIT POSITIONS**

Employees who are suspended under the School Code shall be entitled to fill substitute bargaining unit positions (i.e., ninety two [92] days or more in a school year). In filling such positions the following rules shall govern:

- A.** K-6 positions which are open prior to September 1 shall be filled with employees from the R.I.F. list in inverse order of suspension.
- B.** After September 1 the District intends to use seniority as the guide for recall to bargaining unit substitute positions in grades K-6. However, the District reserves full discretion to fill such bargaining unit substitute positions with employees it deems suitable from the R.I.F. list. The exercise of this discretion by the School District shall not be subject to the grievance or arbitration provisions of this Agreement.
- C.** Bargaining Unit substitute positions in grades 7 - 12 shall be filled in inverse order of suspension with an employee who at the time of his/her suspension was teaching in grades 7 - 12 in an area of certification required for the substitute position.
- D.** Bargaining Unit substitute positions in special subjects, grades K - 12 (e.g. Art, Music, Physical Education, etc.) shall be filled in inverse order of suspension by employees who were teaching these subjects at the time of their suspension.

## **XVI. TEACHERS PROMOTIONS**

- A.** Whenever it is decided during the school year to fill any position in the School District below the rank of Superintendent of Schools, notice of all openings as well as the requirements for such positions, shall be posted at least two (2) weeks in advance of all interviews for the position in all

schools in a prescribed, appropriate place in each school so that applicants may know whether they qualify and will be given a reasonable opportunity to apply for the position. All positions whose filling is decided on during the summer months will be posted in all schools which are open, and in District offices. Copies of each posting shall be simultaneously sent to the Association. An unsuccessful applicant for a position within the bargaining unit will, upon request, be notified as to the reason he/she did not obtain the position applied for.

- B.** Any professional employee interested in a position which may become open during the summer months may leave with his Elementary or Assistant Superintendent for Instructional Services a self-addressed, stamped envelope containing a memorandum indicating the category of positions in which he/she is interested, and said supervisor will mail to such professional employee notice of openings in that category.

## **XVII. PROFESSIONAL EMPLOYEES' PERSONNEL FILES**

Official professional employees' files shall be maintained at the offices of the Superintendent, Supervisor and Principal in accordance with the following procedures:

- A.** No material derogatory to a professional employee's conduct, service, character, or personality shall be placed in the file unless it is signed by a person competent to know the facts or make the judgment and unless the professional employee has had an opportunity to read the material. The professional employee shall be given the opportunity to acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed, with the understanding that such signature merely signifies that he/she read the material to be filed and does not necessarily indicate agreement with its content. Anonymous material placed in a professional employee's file prior to the execution of this Agreement shall at such employee's request be removed therefrom and, in any event, shall be given no weight or consideration for any purpose whatever.
- B.** The professional employee shall have the right to answer any material filed and the employee's answer shall be attached to the file copy.

- C. Upon request by the professional employee and his/her identification, he/she shall be permitted to examine his/her file. The professional employee shall indicate in writing to be placed in his/her file that he/she has examined the same.
- D. The professional employee shall be permitted conveniently to reproduce on the Board's premises any material in his/her file.
- E. Only those persons who have an official right and reason for doing so may inspect a professional employee's file.
- F. Administrators shall be encouraged to place in the professional employee's files information of a positive nature indicating special competencies, achievements, performances or contributions of an academic, professional or civic nature. Any such materials received from outside competent, responsible sources shall also be included in the professional employee's file.
- G. The following personnel records shall be kept on file in the Superintendent's office and their maintenance shall be the responsibility of that office: employee contracts, proper certificate, transcripts, evidence of degrees and copies of degrees.

Those papers which are the personal property of staff members shall be returned to that employee when that employee discontinues service in this School District.

## **XVIII. MISCELLANEOUS**

- A. **Teaching Assignments.** All teaching assignments for the next academic year will be finalized and each employee will be notified in writing of his/her schedule by June 1. However, an allowance shall be made for adjustments necessitated by changes in enrollment, professional staff adjustments, staffing of new schools, or course selection changes made by students.

**B. Grade Changes.** Grades given by a teacher shall not be changed or altered without the teacher's knowledge.

**C. Secondary Teacher Preparations.** Every effort will be made to restrict the assignment of secondary teachers so that the combination of grade level and subject assignments does not exceed three separate preparations per day.

**D.** The following schedule shall be a teacher's average day:

**1. Elementary**

6 hours Teaching/Professional hours with no more than 315 minutes of direct instructional time. The parties can agree to more instructional time through the CEA/Administration Forum

½ hour Lunch

1 hour Planning Time

7-½ Overall Day (Total)

\* Beginning with school year 2012-13, planning hours shall be scheduled in time periods of not less than 45 minutes within the student day. Scheduling of planning hours prior to 2012-13 will remain in periods of not less than 30 minutes. Professional hours shall be scheduled at the discretion of the principal or administration.

a. Cafeteria duty shall not be performed by teachers.

b. Recess duty shall not be performed by teachers.

c. Beginning in school year 2012-13 Elementary teachers shall be entitled to use art, music, physical education/health, library, and technology periods for planning time.

d. During the school years 2010-2011 and 2011-2012 planning hours for elementary teachers will be scheduled in time periods of not less than thirty (30) consecutive minutes. In addition to

the planning time provided to teachers through art, music, and physical education, teachers shall receive one thirty (30) minute period per week during the student day for planning. All other planning time shall be scheduled at the discretion of the principal.

- e. All non-teaching and emergency duties shall be shared on an equitable basis.

## **2. Secondary**

6 hours - Teaching/Professional hours, with no more than 315 minutes of direct instructional time. The parties can agree to more instructional time through the CEA/Administration Forum

1/2 hour Lunch

1 hour Planning Time

7-1/2 Overall Day (Total)

- \* Professional hours shall be scheduled at the discretion of the principal or administration.

- a. Cafeteria duty shall not be performed by teachers.
- b. A minimum of sixty (60%) percent of a secondary teachers planning time shall occur during the student day on a weekly basis for all secondary schools.
- c. So that no teachers find themselves overburdened because of the subjects they teach the following conditions shall be in effect whenever possible.
  - (1) Teachers of courses meeting daily shall be responsible for the evaluation and grading of approximately 125-150 students per marking period for grades 7-12. However fractional teachers who teach three (3) one hour classes per day and teaching courses which meet daily shall be responsible for the

evaluation and grading of approximately 62 - 90 students per marking period for grades 7 - 12.

(2) Teachers of other subjects meeting only two (2) or three (3) times a week shall be responsible for the evaluation and grading of a number of students proportional to existing class size limitations.

d. All non-teaching and emergency duties shall be shared on an equitable basis.

### **E. Representation/Disciplinary Conferences.**

Whenever an employee is required to attend a meeting which results in formal disciplinary action, the District will advise the employee of his/her right to have present an Association representative or officer from the same school as the teacher being disciplined. The refusal of the Association representative to attend such a meeting will be deemed as having fulfilled the representation requirement. Any formal disciplinary action resulting from a meeting without such notice will be null and void.

### **F. Vacations - Procedures**

1. Twelve (12) month librarians shall be allowed four (4) weeks vacation each year taken during the next fiscal year. Vacations may not be taken one (1) week prior to the opening of school.
2. Vacation or severance pay for unused vacation time shall be awarded to any person resigning from the school system provided that person has served in the School District for one (1) full year.
3. All vacation requests for time prior to the Monday after school closes and after August 31 must be prior approved by immediate supervisor and the Assistant Superintendent for Instructional Services before being authorized.



4. All vacation requests for the period between the Monday after school closes and August 31 will be approved by immediate supervisors for the members of each staff group for which that administrator is responsible.

**G. In-Service Days** All In-service days shall consist of five and one half (5-1/2) hours of active professional in-service outside of lunch and coffee breaks, etc.

Lunch periods will be no less than thirty (30) minutes and no longer than ninety (90) minutes depending upon what administrator is in charge of the individual in-service program. Thirty (30) to sixty (60) minute lunch periods will require remaining in the schools and sixty (60) to ninety (90) minute lunch periods may be planned for in-service days where staff has lunch outside of the buildings.

No in-service day program will start before 8 AM nor continue past 4 PM and no in-service days will be continuous without a lunch break.

**H. Classroom Coverage.** No teacher shall be required to cover a class during planning time. In the event a teacher is required to cover a class during professional duties he/she may not be required to teach.

**I.** The employer shall determine the fraction of the fractional employee's employment. The total teaching and professional hours assigned a fractional employee may not exceed the employee's fraction x 6, except the District may assign homeroom up to an additional ten (10) minutes per day. All remaining time shall be planning time.

**J.** Except as otherwise provided by this Agreement, a fractional employee's day shall be the fraction determined by the employer and such fraction shall be applicable to all appropriate provisions contained in the collective bargaining agreement.

**K. Work Year (For School Year 2010-2011)**

1. The employee's work year shall be 184 teaching days and seven (7) in-service days.

2. One (1) in-service day at the beginning of each year shall be for the purpose of teacher preparation.
3. Up to two (2) parent conference days may be scheduled each year in lieu of teaching days.
4. This work year applies to all elementary and secondary employees (except 12 month employees).
5. Staff new to the District shall work two (2) additional days during their first year of employment during the summer months as determined by the Administration. Staff currently under contract shall work one (1) in-service day prior to Labor Day. CEA and administration shall meet to discuss the number of days that shall be available for the in-service.

Beginning in 2011-2012 the employee's work year shall be 191 days as defined below:

1. Two (2) teaching days shall be scheduled as ½ day early dismissals allowing for teacher clerical responsibilities to be scheduled at the end of the 1<sup>st</sup> and 3<sup>rd</sup> marking periods.
2. One (1) in-service day shall be scheduled as a midyear transition day for teacher clerical duties.
3. One (1) in-service day shall be designated as a teacher preparation clerical day prior to Labor Day. The three (3) weeks prior to Labor Day shall be available for staff to meet this requirement.
4. One (1) in-lieu of day shall be available.
5. In 2011-2012, eight (8) days may be scheduled at the discretion of the Board as teaching, conference or in-service days.
6. Beginning in 2012-2013, six (6) days may be scheduled at the discretion of the Board as teaching, conference or in-service days as two (2) of the

in-service days will be scheduled on Tuesday and Wednesday prior to Labor Day.

7. Staff new to the District shall work two (2) additional days during their first year of employment during the summer months as determined by the Administration.

**L. Paid Deductions for 403B.**

To the extent permitted by applicable law the Board shall make payroll deductions from the salaries of employees who elect to participate in 403B programs. Two (2) representatives from the CEA will be part of the 403B committee as well as representatives of the District. The representatives for the CEA will be appointed by the Association. Any change in financial providers will be approved by the CEA and the District with recommendations from the 403B Committee.

**XIX. INTENT OF AGREEMENT**

Nothing contained in this Agreement is intended to disrupt the usual consultations respecting matters of curriculum, course content or emphasis, teaching methods, administration matters and like items which have heretofore normally occurred between the teaching staff and the Superintendent, school principals and/or other supervisory staff provided, however, that this paragraph shall not be used to raise collective bargaining matters in any such meetings.

**XX. INVALID PROVISION OF AGREEMENT**

- A.** In the event any provision of this Agreement is held by a court of law to be contrary to the School Code or any other State or Federal law, such provision shall continue in effect only to the extent permitted by law. All other provisions of this Agreement shall remain in effect.
- B.** If, at any time thereafter, a provision once declared invalid shall be valid, then the provision as originally embodied in this Agreement shall be restored in full force and effect.


**XXI. DURATION OF AGREEMENT.**

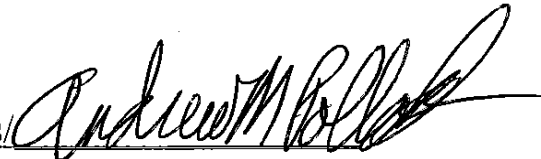
The term of this Agreement shall be from July 1, 2010 through June 30, 2016.

IN WITNESS WHEREOF, the parties hereto have duly executed these presents the day and year first written above.


Attest:

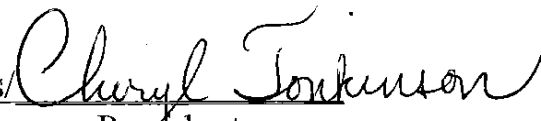
BOARD OF SCHOOL DIRECTORS OF THE CENTENNIAL SCHOOL DISTRICT


s/   
Secretary  
Christopher Berdnik

By s/   
President  
Andrew Pollock

CENTENNIAL EDUCATION ASSOCIATION

s/   
Co Chief Negotiator  
Mary Ellen Donnelly

By s/   
President  
Cheryl Tonkinson

s/   
Co-Chief Negotiator  
Joseph J. O'Connor III

**CSB-CEA**  
**BASE YEAR 1**  
**Centennial Education Association, PSEA-NEA**  
**2010-2011 - Salary Schedule**

**I Step Emerg.	II B	IIA B+12	IIB B+24	III M	IIIA M+10	IIIB M+20	IIIC M+30	IV M+40
1	45,206	47,284	49,361	51,439	53,517	55,594	57,672	59,750
2	47,470	49,698	51,926	54,154	56,382	58,610	60,838	63,066
3	49,734	52,112	54,490	56,869	59,247	61,626	64,004	66,382
4	51,998	54,526	57,055	59,584	62,112	64,641	67,170	69,699
5	54,262	56,941	59,620	62,299	64,978	67,657	70,336	73,015
6	56,525	59,355	62,184	65,014	67,843	70,672	73,502	76,331
7	58,789	61,769	64,749	67,729	70,708	73,688	76,668	79,647
8	61,053	64,183	67,313	70,443	73,574	76,704	79,834	82,964
9	63,317	66,598	69,878	73,158	76,439	79,719	83,000	86,280
10	65,581	69,012	72,443	75,873	79,304	82,735	86,166	89,596
11	67,845	71,426	75,007	78,588	82,169	85,750	89,332	92,913
12	70,109	73,840	77,572	81,303	85,035	88,766	92,497	96,229
13	72,373	76,255	80,136	84,018	87,900	91,782	95,663	99,545
14/15/16	74,637	78,669	82,701	86,733	90,765	94,797	98,829	102,862
17	76,901	81,083	85,265	89,448	93,630	97,813	101,995	106,178

**CSB-CEA**  
 YEAR 2 1.750%  
**Centennial Education Association, PSEA-NEA**  
**2011-2012 - Salary Schedule**

**I Step Emerg.	II B	IIA B+12	IIB B+24	III M	IIIA M+10	IIIB M+20	IIIC M+30	IV M+40
1	45,997	48,111	50,225	52,339	54,454	56,567	58,681	60,796
2	48,301	50,568	52,835	55,102	57,369	59,636	61,903	64,170
3	50,604	53,024	55,444	57,864	60,284	62,704	65,124	67,544
4	52,908	55,480	58,053	60,627	63,199	65,772	68,345	70,919
5	55,212	57,937	60,663	63,389	66,115	68,841	71,567	74,293
6	57,514	60,394	63,272	66,152	69,030	71,909	74,788	77,667
7	59,818	62,850	65,882	68,914	71,945	74,978	78,010	81,041
8	62,121	65,306	68,491	71,676	74,862	78,046	81,231	84,416
9	64,425	67,763	71,101	74,438	77,777	81,114	84,453	87,790
10	66,729	70,220	73,711	77,201	80,692	84,183	87,674	91,164
11	69,032	72,676	76,320	79,963	83,607	87,251	90,895	94,539
12	71,336	75,132	78,930	82,726	86,523	90,319	94,116	97,913
13	73,640	77,589	81,538	85,488	89,438	93,388	97,337	101,287
14	75,943	80,046	84,148	88,251	92,353	96,456	100,559	104,662
15	78,247	82,502	86,757	91,013	95,269	99,525	103,780	108,036

CSB-CEA

APPENDIX III

YEAR 3 1.000%

**Centennial Education Association, PSEA-NEA  
2012-2013 - Salary Schedule**

**I Step Emerg.	II B	IIA B+12 (1)	IIB B+24	III M	IIIA M+10	IIIB M+20	IIIC M+30	IV M+40	Admin. Use Only	
									ProSoft Reference (2)	ProSoft Label (2)
1	46,457	48,592	50,727	52,862	54,999	57,133	59,268	61,404	1	1
1.5	47,621	49,833	52,045	54,258	56,471	58,683	60,895	63,108	2	1H
2	48,784	51,074	53,363	55,653	57,943	60,232	62,522	64,812	3	2
2.5	49,947	52,314	54,681	57,048	59,415	61,782	64,149	66,516	4	2H
3	51,110	53,554	55,998	58,443	60,887	63,331	65,775	68,219	5	3
3.5	52,274	54,795	57,316	59,838	62,359	64,881	67,402	69,924	6	3H
4	53,437	56,035	58,634	61,233	63,831	66,430	69,028	71,628	7	4
4.5	54,601	57,276	59,952	62,628	65,304	67,980	70,656	73,332	8	4H
5	55,764	58,516	61,270	64,023	66,776	69,529	72,283	75,036	9	5
5.5	56,927	59,757	62,588	65,419	68,248	71,079	73,910	76,740	10	5H
6	58,089	60,998	63,905	66,814	69,720	72,628	75,536	78,444	11	6
6.5	59,253	62,239	65,223	68,209	71,192	74,178	77,163	80,148	12	6H
7	60,416	63,479	66,541	69,603	72,664	75,728	78,790	81,851	13	7
7.5	61,579	64,719	67,859	70,998	74,138	77,277	80,417	83,556	14	7H
8	62,742	65,959	69,176	72,393	75,611	78,826	82,043	85,260	15	8
8.5	63,906	67,200	70,494	73,788	77,083	80,376	83,671	86,964	16	8H
9	65,069	68,441	71,812	75,182	78,555	81,925	85,298	88,668	17	9
9.5	66,233	69,682	73,130	76,578	80,027	83,475	86,925	90,372	18	9H
10	67,396	70,922	74,448	77,973	81,499	85,025	88,551	92,076	19	10
10.5	68,559	72,163	75,766	79,368	82,971	86,575	90,178	93,780	20	0H
11	69,722	73,403	77,083	80,763	84,443	88,124	91,804	95,484	21	11
11.5	70,886	74,643	78,401	82,158	85,916	89,673	93,431	97,188	22	1A
12	72,049	75,883	79,719	83,553	87,388	91,222	95,057	98,892	23	12
12.5	73,213	77,124	81,036	84,948	88,860	92,772	96,684	100,596	24	2A
13	74,376	78,365	82,353	86,343	90,332	94,322	98,310	102,300	25	13
13.5	75,539	79,606	83,671	87,739	91,805	95,872	99,938	104,005	26	3A
14	76,702	80,846	84,989	89,134	93,277	97,421	101,565	105,709	27	14
14.5	77,866	82,087	86,307	90,529	94,750	98,971	103,192	107,413	28	4A
15	79,029	83,327	87,625	91,923	96,222	100,520	104,818	109,116	29	15

(1) Grandfathered only.

(2) ProSoft information for administrative purposes only.

\*\* Three steps over four years. Begin 2012-13 by staying at the 2011-12 step for 8 biweekly pays, then move up one-half step every 16 pays thereafter.

**CSB-CEA**  
 YEAR 4 0.75%  
**Centennial Education Association, PSEA-NEA**  
**2013-2014 - Salary Schedule**

**I Step Emerg.	II B	IIA B+12 (1)	IIB B+24	III M	IIIA M+10	IIIB M+20	IIIC M+30	IV M+40	Admin. Use Only	
									ProSoft Reference (2)	ProSoft Label (2)
1	46,805	48,956	51,107	53,258	55,411	57,561	59,713	61,865	1	1
1.5	47,978	50,207	52,435	54,664	56,895	59,123	61,352	63,582	2	1H
2	49,150	51,457	55,763	56,070	58,378	60,684	62,991	65,298	3	2
2.5	50,322	52,707	55,091	57,476	59,861	62,245	64,630	67,015	4	2H
3	51,493	53,956	56,418	58,881	61,344	63,806	66,268	68,731	5	3
3.5	52,666	55,206	57,746	60,287	62,827	65,367	67,907	70,448	6	3H
4	53,838	56,455	59,074	61,692	64,310	66,928	69,546	72,165	7	4
4.5	55,010	57,705	60,402	63,098	65,794	68,489	71,186	73,882	8	4H
5	56,182	58,955	61,730	64,503	67,277	70,050	72,825	75,599	9	5
5.5	57,354	60,205	63,057	65,909	68,760	71,612	74,464	77,316	10	5H
6	58,525	61,455	64,384	67,315	70,243	73,173	76,103	79,032	11	6
6.5	59,697	62,705	65,712	68,720	71,726	74,735	77,742	80,749	12	6H
7	60,869	63,955	67,040	70,125	73,209	76,296	79,381	82,465	13	7
7.5	62,041	65,205	68,368	71,531	74,694	77,857	81,020	84,182	14	7H
8	63,213	66,454	69,695	72,936	76,178	79,417	82,658	85,899	15	8
8.5	64,385	67,704	71,023	74,341	77,661	80,978	84,298	87,616	16	8H
9	65,557	68,954	72,351	75,746	79,144	82,539	85,938	89,333	17	9
9.5	66,729	70,204	73,679	77,152	80,627	84,101	87,577	91,050	18	9H
10	67,901	71,454	75,006	78,558	82,110	85,663	89,215	92,767	19	10
10.5	69,073	72,704	76,334	79,964	83,593	87,224	90,854	94,484	20	0H
11	70,245	73,954	77,661	81,369	85,076	88,785	92,493	96,200	21	11
11.5	71,417	75,203	78,989	82,775	86,560	90,346	94,132	97,917	22	1A
12	72,589	76,452	80,317	84,180	88,043	91,906	95,770	99,634	23	12
12.5	73,762	77,703	81,644	85,586	89,526	93,468	97,409	101,351	24	2A
13	74,934	78,953	82,971	86,991	91,009	95,029	99,047	103,067	25	13
13.5	76,106	80,203	84,299	88,397	92,493	96,591	100,687	104,785	26	3A
14	77,277	81,452	85,626	89,803	93,977	98,152	102,327	106,502	27	14
14.5	78,450	82,702	86,954	91,208	95,461	99,713	103,966	108,218	28	4A
15	79,622	83,952	88,282	92,612	96,944	101,274	105,604	109,934	29	15

(1) Grandfathered only.

(2) ProSoft information for administrative purposes only.

\*\* Three steps over four years. Begin 2012-13 by staying at the 2011-12 step for 8 biweekly pays, then move up one-half step every 16 pays thereafter.



CSB-CEA

YEAR 5 0.750%

**Centennial Education Association, PSEA-NEA  
2014-2015 - Salary Schedule**

**I Step Emerg.	II	IIA	IIB	III	IIIA	IIIB	IIIC	IV	Admin Use Only	
	B	B+12(1)	B+24	M	M+10	M+20	M+30	M+40	ProSoft Reference (2)	ProSoft Label (2)
1	47,156	49,323	51,490	53,657	55,827	57,993	60,161	62,329	1	1
1.5	48,338	50,583	52,828	55,074	57,322	59,566	61,812	64,059	2	1H
2	49,519	51,843	54,166	56,491	58,816	61,139	63,463	65,788	3	2
2.5	50,699	53,102	55,504	57,907	60,310	62,712	65,114	67,517	4	2H
3	51,879	54,361	56,841	59,323	61,804	64,285	66,765	69,246	5	3
3.5	53,061	55,620	58,179	60,739	63,298	65,858	68,417	70,976	6	3H
4	54,242	56,878	59,517	62,155	64,792	67,430	70,068	72,706	7	4
4.5	55,423	58,138	60,855	63,571	66,287	69,003	71,720	74,436	8	4H
5	56,603	59,397	62,193	64,987	67,782	70,575	73,371	76,166	9	5
5.5	57,784	60,657	63,530	66,404	69,276	72,149	75,023	77,896	10	5H
6	58,964	61,916	64,867	67,820	70,770	73,722	76,674	79,625	11	6
6.5	60,145	63,176	66,205	69,236	72,264	75,295	78,325	81,354	12	6H
7	61,326	64,435	67,543	70,651	73,758	76,868	79,976	83,083	13	7
7.5	62,507	65,694	68,881	72,067	75,254	78,441	81,627	84,813	14	7H
8	63,687	66,952	70,218	73,483	76,749	80,013	83,278	86,543	15	8
8.5	64,868	68,212	71,556	74,899	78,244	81,586	84,931	88,273	16	8H
9	66,049	69,471	72,894	76,314	79,738	83,158	86,583	90,003	17	9
9.5	67,230	70,731	74,232	77,731	81,232	84,732	88,234	91,733	18	9H
10	68,410	71,990	75,569	79,147	82,726	86,305	89,884	93,463	19	10
10.5	69,591	73,250	76,906	80,563	84,220	87,878	91,536	95,193	20	0H
11	70,772	74,509	78,243	81,979	85,714	89,451	93,187	96,922	21	11
11.5	71,953	75,767	79,581	83,395	87,209	91,023	94,838	98,652	22	1A
12	73,133	77,025	80,919	84,811	88,703	92,595	96,488	100,381	23	12
12.5	74,315	78,285	82,256	86,227	90,198	94,169	98,139	102,111	24	2A
13	75,496	79,545	83,593	87,643	91,692	95,742	99,790	103,840	25	13
13.5	76,677	80,804	84,931	89,060	93,187	97,315	101,442	105,571	26	3A
14	77,857	82,063	86,268	90,477	94,682	98,888	103,094	107,301	27	14
14.5	79,038	83,323	87,606	91,892	96,177	100,461	104,745	109,030	28	4A
15	80,219	84,582	88,944	93,307	97,671	102,034	106,396	110,759	29	15

(1) Grandfathered only.

(2) ProSoft information for administrative purposes only.

\*\* Three steps over four years. Begin 2012-13 by staying at the 2011-12 step for 8 biweekly pays, then move up one-half step every 16 pays thereafter.

**CSB-CEA**  
 YEAR 6 1.000%  
**Centennial Education Association, PSEA-NEA**  
**2015-2016 - Salary Schedule**

**I Step Emerg.	II B	IIA B+12(1)	IIB B+24	III M	IIIA M+10	IIIB M+20	IIIC M+30	IV M+40	Admin Use Only	
									ProSoft Reference (2)	ProSoft Label (2)
1	47,628	49,816	52,005	54,194	56,385	58,573	60,763	62,952	1	1
1.5	48,821	51,089	53,357	55,625	57,895	60,162	62,431	64,699	2	1H
2	50,014	52,361	54,708	57,056	59,404	61,750	64,098	66,446	3	2
2.5	51,206	53,633	56,059	58,486	60,913	63,339	65,766	68,192	4	2H
3	52,398	54,905	57,409	59,916	62,422	64,928	67,433	69,938	5	3
3.5	53,591	56,176	58,761	61,347	63,931	66,516	69,101	71,686	6	3H
4	54,784	57,447	60,112	62,777	65,440	68,104	70,769	73,433	7	4
4.5	55,977	58,719	61,464	64,207	66,950	69,693	72,437	75,181	8	4H
5	57,169	59,991	62,815	65,637	68,460	71,281	74,105	76,928	9	5
5.5	58,362	61,263	64,166	67,068	69,969	72,870	75,773	78,675	10	5H
6	59,554	62,535	65,516	68,498	71,478	74,459	77,441	80,421	11	6
6.5	60,747	63,807	66,867	69,928	72,987	76,048	79,109	82,168	12	6H
7	61,939	65,079	68,218	71,358	74,496	77,637	80,776	83,914	13	7
7.5	63,132	66,351	69,569	72,788	76,006	79,225	82,444	85,661	14	7H
8	64,324	67,622	70,920	74,218	77,516	80,813	84,111	87,408	15	8
8.5	65,517	68,894	72,272	75,648	79,026	82,402	85,780	89,156	16	8H
9	66,709	70,166	73,623	77,077	80,535	83,990	87,449	90,903	17	9
9.5	67,902	71,438	74,974	78,508	82,044	85,579	89,116	92,651	18	9H
10	69,094	72,710	76,325	79,938	83,553	87,168	90,783	94,398	19	10
10.5	70,287	73,982	77,675	81,369	85,062	88,757	92,451	96,145	20	0H
11	71,480	75,254	79,025	82,799	86,571	90,346	94,119	97,891	21	11
11.5	72,672	76,525	80,377	84,229	88,081	91,934	95,786	99,638	22	1A
12	73,864	77,795	81,728	85,659	89,590	93,521	97,453	101,385	23	12
12.5	75,058	79,068	83,079	87,089	91,100	95,110	99,121	103,132	24	2A
13	76,251	80,340	84,429	88,519	92,609	96,699	100,788	104,878	25	13
13.5	77,444	81,612	85,780	89,951	94,119	98,288	102,457	106,626	26	3A
14	78,636	82,884	87,131	91,382	95,629	99,877	104,125	108,374	27	14
14.5	79,829	84,156	88,482	92,811	97,139	101,466	105,793	110,121	28	4A
15	81,021	85,428	89,833	94,240	98,648	103,054	107,460	111,867	29	15

(1) Grandfathered only.

(2) ProSoft information for administrative purposes only.

\*\* Three steps over four years. Begin 2012-13 by staying at the 2011-12 step for 8 biweekly pays, then move up one-half step every 16 pays thereafter.

## SUPPLEMENTAL PAY

Additional compensation will be paid to Bargaining Unit Members at the following rates beginning July 1, 2011:

1. \$35 per hour rate for teaching PSSA classes to MBIT seniors who cannot fit the classes into their normal schedule. This rate is valid for classes delivered during the summer and outside of the school day.
  
2. \$35 per hour rate for additional tasks outside of the teacher day including tutoring homebound students, writing curriculum, attending meetings, etc.

### 3. Summer Workshops

2010-2011	\$92.00
2011-2012	\$96.00
2012-2013	\$100.00
2013-2014	\$104.00
2014-2015	\$104.00
2015-2016	\$104.00

**CO-CURRICULAR ACTIVITIES  
NON-ATHLETIC**

**APPENDIX VIII**

	School & Activity Position	<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	2013-14 2014-15 <u>2015-16</u>
1	<u>Advisor</u>					
a.	William Tennent					
	Grade 12	22	4180	4312	4422	4532
	Grade 11	7	1330	1372	1407	1442
	Grade 10	7	1330	1372	1407	1442
	Grade 9	7	1330	1372	1407	1442
2	<u>Black &amp; White Night</u>					
	Director	8	1520	1568	1608	1648
	Assistant	8	1520	1568	1608	1648
3	<u>Music Groups</u>					
a.	William Tennent Band					
	Band Director	40	7600	7840	8040	8240
	Asst. Director	19	3610	3724	3819	3914
	Asst. Director	19	3610	3724	3819	3914
	Instructor	16	3040	3136	3216	3296
	Instructor	16	3040	3136	3216	3296
b.	William Tennent Concert Directors Orchestra	6	1140	1176	1206	1236
c.	Klinger Concert Directors					
	Band	4	760	784	804	824
	Orchestra	4	760	784	804	824
d.	Log College Concert Directors					
	Band	4	760	784	804	824
	Orchestra	4	760	784	804	824
e.	Stage Band					
	William Tennent	12	2280	2352	2412	2472
	Klinger	6	1140	1176	1206	1236
	Log College	6	1140	1176	1206	1236

School & Activity Position		<u>Units</u>	2013-14			2014-15
			<u>2010-11</u>	<u>2011-12</u>	<u>2015-16</u>	<u>2015-16</u>
4	<u>Cheerleaders</u>					
a.	William Tennent					
	Football	11	2090	2156	2211	2266
	Soccer/Hockey	6	1140	1176	1206	1236
	Basketball	11	2090	2156	2211	2266
	Wrestling	6	1140	1176	1206	1236
	Grade 9 Fall	4	760	784	804	824
	Grade 9 Winter	4	760	784	804	824
	b. Klinger	6	1140	1176	1206	1236
	c. Log College	6	1140	1176	1206	1236
5	<u>Chess</u>					
a.	Tennent	5	950	980	1005	1030
6	<u>Chorus</u>					
a.	William Tennent					
	Chorale	12	2280	2352	2412	2472
	Madrigals	6	1140	1176	1206	1236
		7	1330	1372	1407	1442
	b. Klinger					
	Concert Choir	4	760	784	804	824
	Chorus	4	760	784	804	824
	c. Log College					
	Concert Choir	4	760	784	804	824
	Chorus	4	760	784	804	824
7	<u>Clubs After School</u>					
a.	William Tennent					
	2010-11 450 hrs	\$13.12	5904			
	2011-12 450 hrs	\$13.48		6066		
	2012-13 450 hrs	\$13.83			6223	
	2013-14 450 hrs	\$14.19				6385
	b. Klinger					
	2010-11 150 hrs	\$13.12	1968			
	2011-12 150 hrs	\$13.48		2022		
	2012-13 150 hrs	\$13.83			2074	
	2013-14 150 hrs	\$14.19				2128

School & Activity Position		<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2015-16</u>	2013-14	2014-15
c.	Log College						
	2010-11 150 hrs	\$13.12	1968				
	2011-12 150 hrs	\$13.48		2022			
	2012-13 150 hrs	\$13.83			2074		
	2013-14 150 hrs	\$14.19					2128
8	<u>Dramatics</u>						
a.	William Tennent (Play)						
	Director	10	1900	1960	2010		2060
	Asst. Director	6	1140	1176	1206		1236
	Asst. Director	6	1140	1176	1206		1236
	1 Act Play	3	570	588	603		618
b.	William Tennent (Musical)						
	Director	20	3800	3920	4020		4120
	Choreographer						
	Orchestra Director						
	Vocal Director	47	8930	9212	9447		9682
	Lighting & Sound						
	Set Construction						
	Business Manager						
c.	Klinger						
	Director	12	2280	2352	2412		2472
	Asst. Director	10	1900	1960	2010		2060
	Lighting & Sound	4	760	784	804		824
	Set Construction	4	760	784	804		824
d.	Log College						
	Director	12	2280	2352	2412		2472
	Asst. Director	10	1900	1960	2010		2060
	Lighting & Sound	4	760	784	804		824
	Set Construction	4	760	784	804		824
9	<u>Mathletes</u>						
a.	William Tennent	5	950	980	1005		1030
10	<u>National Honor Society</u>						
a.	William Tennent	8	1520	1568	1608		1648
11	<u>Newspaper</u>						
a.	William Tennent	12	2280	2352	2412		2472

	School & Activity Position	<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	2013-14 2014-15 <u>2015-16</u>	
12	<u>Student Council</u>						
	a. William Tennent	18	3420	3528	3618	3708	
	b. Klinger	12	2280	2352	2412	2472	
	c. Log College	12	2280	2352	2412	2472	
13	<u>Year Book</u>						
	a. William Tennent Sponsor	22	4180	4312	4422	4532	
	Asst. Sponsor	11	2090	2156	2211	2266	
14	<u>Publications</u>						
	a. Klinger						
	Sponsor	11	2090	2156	2211	2266	
	Asst. Sponsor	7	1330	1372	1407	1442	
	b. Log College						
	Sponsor	11	2090	2156	2211	2266	
	Asst. Sponsor	7	1330	1372	1407	1442	
15	<u>School "Spirit"</u>						
	William Tennent	15	2850	2940	3015	3090	
16	<u>Scholastic Scholar Bowl</u>						
	William Tennent	12	2280	2352	2412	2472	
17	<u>FBLA Club</u>						
	William Tennent	12	2280	2352	2412	2472	
18	<u>Key Club</u>						
	William Tennent	18	3420	3528	3618	3708	
19	<u>Synchronized Swimming</u>						
	a. Klinger	12	2280	2352	2412	2472	
	b. Log College	12	2280	2352	2412	2472	
20	<u>March Madness</u>						
1	a. Klinger	2	380	392	402	412	
	b. Log College	2	380	392	402	412	
2	<u>Elementary</u>						
	March Madness	(per school)	2	380	392	402	412

**CO-CURRICULAR ACTIVITIES  
ATHLETIC**

	School* & Activity Position	<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	2013-14 2014-15 <u>2015-16</u>
1	<u>Baseball and Softball</u>					
a.	High School Head	18	3420	3528	3618	3708
	Assistants (4 max)	48	9120	9408	9648	9888
b.	Middle Schools					
	2 Coaches (max)	22	4180	4312	4422	4532
2	<u>Basketball (Boys &amp; Girls)</u>					
a.	High School	30	5700	5880	6030	6180
	Assistants (4 max)	56	10640	10976	11256	11536
b.	Middle Schools					
	2 Coaches (max)	22	4180	4312	4422	4532
3	<u>Bowling (Boys &amp; Girls)</u>					
a.	High School Head	8	1520	1568	1608	1648
4	<u>Cross County (Boys &amp; Girls)</u>					
	High School Head	18	3420	3528	3618	3708
	Assistant	13	2470	2548	2613	2678
5	<u>Faculty Manager</u>					
a.	High School					
	Fall, Winter, Spring (each)	16	3040	3136	3216	3296
	Summer	8	1520	1568	1608	1648
b.	Middle Schools					
	Fall, Winter, Spring (each)	11	2090	2156	2211	2266
	Summer	4	760	784	804	824
6	<u>Football</u>					
a.	High School					
	Head	39	7410	7644	7839	8034
	Asst. (4 max)	116	22040	22736	23316	23896
b.	<u>9th Grade Football</u>					
	Head	12	2280	2352	2412	2472
	2 Assistants	20	3800	3920	4020	4120



## APPENDIX VIII (continued)

	School* & Activity Position	<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	2013-14 2014-15 <u>2015-16</u>
c.	<u>Middle Schools</u>					
	3 coaches	32	6080	6272	6432	6592
	1 coach	10	1900	1960	2010	2060
7	<u>Golf</u>					
	High School Head	12	2280	2352	2412	2472
	Assistant	10	1900	1960	2010	2060
8	<u>Hockey</u>					
a.	High School Head	18	3420	3528	3618	3708
	Assistants (4 max.)	48	9120	9408	9648	9888
b.	Middle Schools					
	2 Coaches	22	4180	4312	4422	4532
9	<u>Intramurals (Boys &amp; Girls)</u>					
a.	High School					
	2010-11 540hrs	\$13.12	7084			
	2011-12 540hrs	\$13.48		7279		
	2012-13	\$13.83			7468	
	2013-14	\$14.19				7662
b.	Middle Schools					
	2010-11 100hrs	\$13.12	1312			
	2011-12 100hrs	\$13.48		1348		
	2012-13 100hrs	\$13.83			1383	
	2013-14 100hrs	\$14.19				1419
10	<u>Soccer (Boys &amp; Girls)</u>					
a.	High School Head	20	3800	3920	4020	4120
	Assistants (4 max)	48	9120	9408	9648	9888
b.	Middle Schools (3 max)	32	6080	6272	6432	6592
11	<u>Swimming (Boys &amp; Girls)</u>					
a.	High School Head	22	4180	4312	4422	4532
	Assistant	13	2470	2548	2613	2678
	Diving	10	1900	1960	2010	2060
12	<u>Tennis (Boys &amp; Girls)</u>					
	High School Head	13	2470	2548	2613	2678
	Assistant	10	1900	1960	2010	2060
	Middle School Head	10	1900	1960	2010	2060

	School* & Activity Position	<u>Units</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u> <u>2014-15</u> <u>2015-16</u>
13	<u>Track - Spring (Boys &amp; Girls)</u>					
a.	High School Head Assistants (5 max)	22 58	4180 11020	4312 11368	4422 11658	4532 11948
b.	Middle School (2 max)	22	4180	4312	4422	4532
14	<u>Track - Winter (Boys &amp; Girls)</u>					
	High School Head Assistant	17 10	3230 1900	3332 1960	3417 2010	3502 2060
15	<u>Volleyball (Boys &amp; Girls)</u>					
a.	High School Head Assistants (2 max)	18 24	3420 4560	3528 4704	3618 4824	3708 4944
b.	Middle Schools 2 Coaches	22	4180	4312	4422	4532
16	<u>Wrestling</u>					
a.	High School Head Assistants (4 max)	30 56	5700 10640	5880 10976	6030 11256	6180 11536
b.	Middle Schools 2 Coaches	22	4180	4312	4422	4532
17	<u>Co-Curricular Nurse</u> Middle Schools	10	1900	1960	2010	2060
18	<u>Lacrosse (Boys &amp; Girls)</u>					
a.	High School Head Assistants (2 max)	18 26	3420 4940	3528 5096	3618 5226	3708 5356
b.	Middle School 2 Coaches	22	4180	4312	4422	4532

\* The Middle School numbers are for each school, unless designated differently.

## Memorandum of Understanding regarding the Delaware Valley Health Insurance Trust

The Centennial Education Association and the Centennial School District Administration have reached the following agreement and understanding on this date, June 28, 2011, covering a 24-month period beginning with the effective date of medical-only coverage to the Delaware Valley Health Insurance Trust (DVHIT).

Both the district and the association recognize the need for health care cost containment and the opportunity to leverage a 6.5% premium savings for a portion of the 2011-12 school year. The parties agree to the following related to DVHIT:

1. The Keystone Health Plan HMO and POS offerings will be replaced with equivalent Aetna offerings through the Delaware Valley Health Insurance Trust (DVHIT);
2. The proposed benefit levels have been deemed equivalent;
3. DVHIT's transition of care questions and answers shall be available to all members;
4. DVHIT will complete a disruption study in a reasonable period of time after receiving the underlying claims data from Blue Cross;
5. DVHIT shall conduct a presentation of the Trust's programs and the equivalent benefits at each school in the District prior to an open enrollment period;
6. Gap coverage as defined by the current agreement remains for the equivalent coverage. There is no increase or expansion of the program;
7. The District will seek to replace, where practical, all services provided by their broker, BAS, with equivalent third-party services through the DVHIT program (e.g. FSA, COBRA administration, etc.) such that there is no duplication of effort and the parties maximize savings from a reduction in administrative cost;
8. The parties will collaborate on the best implementation date for DVHIT, with the choices being an October 1, 2011 or a November 1, 2011 transition. An open enrollment will be conducted for CEA members and retirees;
9. Together we will build and implement a communications plan;
10. DVHIT is a 24-month commitment aligned with the start of the medical-only coverage period.

As it relates to an employee assistance program, the parties agree that:

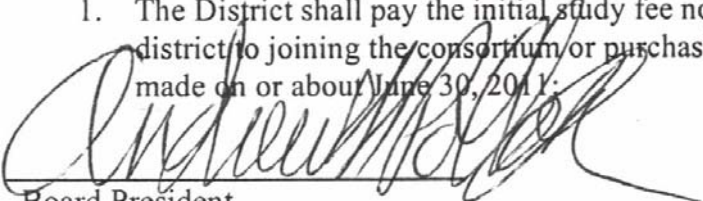
1. The Employee Assistance Program (EAP) benefit start date will be aligned with the start date of medical-only coverage through DVHIT, presently estimated at either October 1, 2011 or November 1, 2011;
2. The District shall request DVHIT's consideration in enrolling the District's full-time employees in their EAP effective July 1, 2011, even before our health coverage is migrated;
3. DVHIT, in conjunction with their EAP partner, HMS, will meet with the health care cost containment committee to review the program details.

As it relates to domestic partners, the parties agree that:

1. Medical means medical, dental, pharmacy and vision for domestic partners, effective July 1, 2011.

As it relates to the potential PSEA health care consortium, the parties agree that:

1. The District shall pay the initial study fee not to exceed \$10,000, with said fee not obligating the district to joining the consortium or purchasing health care through consortium. Payment shall be made on or about June 30, 2011.

  
Board President

  
CEA President

June 28, 2011



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