

**2022 – 2027**

**COLLECTIVE BARGAINING  
AGREEMENT**

**between**

**Shaler Area School District**

**and**

**Shaler Area Education Association**



# Table of Contents

	<u>PAGE</u>
Agreement.....	1
Article 1 Recognition.....	1
Article 2 Term of Agreement.....	1
Article 3 No Strike – No Lockout.....	1
Article 4 Maintenance of Membership and Dues Deduction.....	2
Article 5 Grievance Procedure.....	2
Article 6 Rating – Criticism of Employees.....	4
Article 7 Just Cause.....	5
Article 8 Association Benefits.....	5
Article 9 Salary and Wages.....	6
Article 10 Life Insurance.....	9
Article 11 Medical, Dental and Vision Provisions.....	10
A. Hospitalization and Medical Allowance.....	10
B. Retired Professional Employees.....	11
C. Flu Immunization Employees.....	11
D. Dental Insurance.....	11
E. Vision Insurance.....	12
F. Dental/Vision Exception.....	12
G. Continuation of Insurance Benefits.....	12
Article 12 Additional Economic Benefits.....	12
Article 13 Sick Leave.....	13
Article 14 Leave Days.....	15
A. Emergency Leave.....	15
B. Personal Leave.....	16
C. Leave Days.....	16
D. Association Leave.....	16
E. Professional Study Leave.....	16
F. Disability Leave.....	17
G. Parental Leave.....	17
H. Other Leaves.....	18
I. Return from Approved Leaves.....	19
J. Bereavement.....	19
K. Legal Leave.....	20
L. Professional Days.....	20
M. Comp Time.....	21
Article 15 Individual Teachers.....	21
Article 16 Safe and Healthy Schools.....	22
Article 17 Work Year, Workday, Preparations and I.E.P.'s.....	23

Article 18	Seniority and Posting of Vacancies .....	26
Article 19	Administrative and Association Meeting.....	28
Article 20	Miscellaneous .....	29
Article 21	Compliance between Individual Contract and Master Agreement .....	29
Article 22	Savings Clause .....	29
Article 23	Non-discrimination .....	29
Article 24	Severability .....	29
Article 25	Notice .....	30
Article 26	Negotiations .....	30
Appendix A	Maintenance of Membership .....	32
Appendix B	Salary Schedules .....	33
	a. 2022–23 Schedule .....	33
	b. 2023–24 Schedule.....	34
	c. 2024-25 Schedule.....	35
	d. 2025-26 Schedule.....	36
	e. 2026-27 Schedule.....	37
Appendix C	Supplemental Contract Salaries .....	38
Appendix D	Sick Leave Bank Days .....	45
Appendix E	Sick Leave Bank Donation .....	46

**COLLECTIVE BARGAINING AGREEMENT**

**SHALER AREA SCHOOL DISTRICT**

**AND**

**SHALER AREA EDUCATION - P.S.E.A. • N.E.A.**

THIS COLLECTIVE BARGAINING AGREEMENT, made and entered into this 17<sup>th</sup> day of November, 2021, between the SHALER AREA SCHOOL DISTRICT, hereinafter called "School District", and SHALER EDUCATION ASSOCIATION (S.A.E.A.) - P.S.E.A. - N.E.A., hereinafter called "Association", is entered into in accordance with Article IX Act of 195 of 1970.

**ARTICLE 1**  
**RECOGNITION**

A. The Association is hereby recognized by the School District as the exclusive representative for collective bargaining with respect to wages, hours, and other terms and conditions of employment, for all employees included in the collective bargaining unit certified by the Pennsylvania Labor Relations Board (P.L.R.B.) in Case Number PERA-R-612-W.

"A subdivision of the employer unit comprised of teachers, guidance counselors, nurses, librarians, social workers, long-term substitutes, and those professional employees currently in federally funded positions within the bargaining unit; and excluding supervisors, first-level supervisors and confidential employees as defined in the Act."

B. "Employee" or "professional employee" as used in this Agreement shall mean any other member of the bargaining unit as certified by the PLRB.

**ARTICLE 2**  
**TERM OF AGREEMENT**

A. Length of Agreement. This Agreement shall take effect on August 15, 2022 and shall continue in full force and effect until August 15, 2027.

B. Negotiation of Successor Agreement. The parties agree to enter into collective bargaining over a successor agreement in compliance with Act 195 of 1970 and Act 88 of 1992. Any agreement so negotiated shall be reduced to writing after ratification by the parties.

C. Modification. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing, duly executed by both parties.

**ARTICLE 3**  
**NO STRIKE - NO LOCKOUT**

Both parties agree to faithfully abide by the provisions of Public Employee Relations Act, Act 195 of 1970 and Act 88 of 1992. As a condition of the various provisions of this Agreement, the Association pledges that members of the Bargaining Unit will not engage in a strike, as that term is defined in Act 195 and Act 88, during the term of this Agreement, and the School District pledges that it will not conduct, or cause to be conducted, a lockout during the term of this Agreement.

**ARTICLE 4**  
**MAINTENANCE OF MEMBERSHIP AND DUES DEDUCTION**

- A. Maintenance of Membership. The School District agrees that all employees who are presently or become members of the Association shall be subject to the "maintenance of membership" provision as defined in Article III, subsection (18) of the Public Employee Relations Act.
- B. Dues Deduction. In addition to those payroll deductions required by law, upon the written request of the employee, the School District will deduct dues for the Association from the salary of the employee in equal installments from October through July and remit said dues to said Association on a monthly basis. All such deductions shall be in accordance with the provisions of the Public Employee Relations Act.
- C. Association Hold Harmless Provision. The Association agrees to defend, indemnify and hold harmless the Board in connection with any cost of litigation arising out of any action taken at Association request, pursuant to these sections of the Agreement.

**ARTICLE 5**  
**GRIEVANCE PROCEDURE**

- A. Purpose. The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise out of the interpretations of the provisions of the Agreement.
- B. Definitions.
  - 1. A "Grievance" is hereby defined as a complaint by a professional employee regarding the meaning, interpretation, or application of any provision of this Agreement.
  - 2. The term "aggrieved", as used herein, shall mean a professional employee or group of professional employees or the Association, and/or PSEA/NEA.
  - 3. "Local Association Representative", as used herein, shall mean representatives of the Association and/or PSEA/NEA.
  - 4. The time limits, as specified herein, shall be considered maximum. Time limits may be extended by mutual consent in writing of the parties.
  - 5. The term "days" used herein, shall mean "school days" as established by the School Calendar, or any amended School calendar, excluding Saturdays, Sundays, and Holidays.
  - 6. Failure on the part of the District to render a decision within the prescribed time limits shall permit the grievant to appeal the grievance to the next step.
- C. Procedure.

Level One - Principal or Immediate Supervisor

The aggrieved shall present his grievance to his principal in written form with his signature within twenty (20) days of the occurrence which gave rise to the grievance or within twenty (20) days after the aggrieved can be reasonably expected to be aware of such occurrence. In the event that clarification of

the grievance is needed, in the opinion of the grievant or Principal, the parties shall, within two (2) days hold an oral conference at a mutually agreeable time to discuss the grievance and, if requested by the Principal, the President of the Association, or in his absence other responsible officers shall receive notification of the time and place of such oral clarification. Within three (3) days after the oral conference, the Principal shall give his written answer to the aggrieved with a copy to the Association. If no oral conference is requested by either party, the Principal shall provide a written answer within five (5) days of receipt of the written grievance.

#### Level Two - Superintendent

If the grievance is not satisfactorily resolved in Level One, the aggrieved may present the grievance in written form to the Superintendent, or his/her designee, within ten (10) days. The Superintendent, or his/her designee, will hold a hearing within ten (10) days after receipt of the written grievance, at which time the aggrieved and the Principal involved in Level One shall be present. The Superintendent will give a written decision to the aggrieved with a copy to the Association within five (5) days after the conclusion of the hearing.

#### Level Three - Board

If the grievance is not satisfactorily settled in Step Two, the employee shall have the right to have it presented to the Board of School Directors. The employee shall make this request to the Superintendent in writing within ten (10) days. Within ten (10) days of receipt of said request, the Board, or its designated committee, shall conduct a hearing. Within ten (10) days of the hearing, a written decision shall be submitted to the employee with a copy to the Association. By mutual agreement of the parties, Level Three may be waived and the grievance may be appealed directly to Level Four.

#### Level Four - Arbitration

1. If the grievance is not settled in Level Three, the grievance may be referred to arbitration by the aggrieved within ten (10) days. In order to refer the matter to arbitration, the Association shall give written notice to the Superintendent that it requests arbitration under the provisions of Section 903 of Act 195 of 1970. Within ten (10) days after such written notice of submission to arbitration, the Board and the Association or designee shall attempt to agree upon a mutually acceptable arbitrator. If the parties are unable to agree upon an arbitrator or to obtain a commitment from an arbitrator within this time period, they shall proceed in accordance with Section 903-1 of Act 195 of 1970.
2. The arbitrator shall have no authority to alter, change, vary, amend or modify any item of this Collective Bargaining Agreement. Further, he/she shall issue his/her decision not later than twenty (20) days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date of the final statements and proofs on the issue are submitted to him/her. The decision of the arbitrator shall be final and binding on both parties. The cost of the arbitration shall be shared by both parties.

D. Rights of Professional Employees to Representation. Any aggrieved employee may be represented at all stages by himself or representatives of the Association, PSEA, or NEA.

E. Group Grievance. If a grievance affects a group or class of professional employees, the Association, may initiate such grievance in written form. If the grievance affects the members of more than one building, the Association shall initiate the grievance with the Superintendent (Level Two). Such grievance shall be filed within fifteen (15) days of the occurrence or within fifteen (15) days after the Association becomes aware of the occurrence. The Association may process such grievance through the

levels of the grievance procedure, even though the aggrieved do not wish to do so.

- F. Written Decision. Decisions rendered at Level One which are unsatisfactory to the aggrieved person and all decisions rendered at Level Two, Three, and Four of the grievance procedure shall be in writing and shall be transmitted to the individual grievant and to the Association.
- G. Personnel File. No grievance or notation indicating that the grievance has been filed shall be retained in any personnel file.
- H. Meetings and Hearings. Any meeting or hearing pertaining to the processing of a grievance shall be heard outside of the school hours of all parties. Hearings conducted before the Board of Level Three and hearings conducted before an Arbitrator at Level Four shall be closed to the public.
- I. Year-End Grievance. In the event a grievance is filed at such time that it cannot be processed through all the levels in this grievance procedure by the end of the school year, the time limits set forth herein may, if mutually agreed upon by both parties in writing, be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable. Consent to process shall not be unreasonably denied.
- J. Association Representation. Whenever an employee of the School District elects to pursue a grievance without the service of the Shaler Area Education Association, representatives of the Association shall be permitted at all meetings.

## **ARTICLE 6**

### **RATING - CRITICISM OF EMPLOYEES**

- A. Rating. The PDE recommended and/or mandated evaluation form(s) shall be utilized by the School District for the purpose of rating. Numerical rating scales shall not be placed on said form when a rating is Satisfactory unless the PDE recommended or mandated evaluation form(s) include a numerical rating scale. A professional employee shall receive a copy of his or her rating.
  - 1. Teaching Rating - A teacher must have a rating of satisfactory or better for each of three years to qualify for a College Permanent (Level II) teacher certificate. It should be noted, however, that even though the same rating procedure comes into operation for establishing permanent certification as for satisfying requirements for tenure rights, the certification procedure and the process of obtaining tenure are distinctly separate from one another.
  - 2. Ratings of Temporary Professional Employee - According to the School Law of Pennsylvania, the temporary professional employee must "at least twice a year ..... be notified to qualify for service. No such employee shall be dismissed unless rated as unsatisfactory and notified in writing of such unsatisfactory rating within ten days after the unsatisfactory rating is determined. If a Temporary Employee is certified by a County or District Superintendent of Schools to the secretary of the school district during the last four months of the third year of service as rendering satisfactory service, such employee shall then receive the status of PROFESSIONAL EMPLOYEE."

It is further stated in Section 1108 of the School Code that "No temporary professional employee shall be dismissed unless rated unsatisfactory, and notification, in writing, of such unsatisfactory rating shall have been furnished the employee with ten (10) days following the date of such rating."
  - 3. Teaching Rating Records - "It is the duty of Boards of School Directors to "cause to be established a

permanent record system containing ratings for each teacher employed within the district and copies of all ratings for the year shall be transmitted to the teacher upon his or her request; or if any rating during the year is unsatisfactory, copy of same shall be transmitted to the teacher concerned. No teacher shall be dismissed under this act unless such ratings records have been kept on file by the Board of School Directors."

The official rating form(s) will be the current PDE approved forms, but local forms may be used if they have been approved by the Department of Education.

Only professional employee who act as superintendents, principals, supervisors, or assistants in these positions, and who hold certificates for the positions they hold may legally rate professional employees.

B. Criticism of Employees.

1. Criticism by an Administrator or Board member of an employee or by an employee of an Administrator or Board Member shall be made in confidence and not in the presence of student, parents or in public gatherings.
2. Whenever it becomes necessary to summon an employee to the office of the building principal or to the central administration for a conference, which may result in progressive discipline of the employee, he/she shall be entitled to be accompanied by a representative of the Association.
3. In any event that a building principal summons an employee to his or her office, the principal and the employee shall conduct themselves in a professional manner.

**ARTICLE 7**  
**JUST CAUSE**

- A. No employee shall be dismissed or otherwise disciplined except for just cause.
- B. In order to be eligible to process a grievance alleging a dismissal for lack of just cause, an employee must notify the School District in writing that he or she waives his or her right to an appeal pursuant to Section 1127-1132 of the School Code, or any successor thereto. If an employee fails to waive his or her right to a hearing pursuant to Section 1127 of the School Code, any grievance filed or to be filed relative to the dismissal shall be considered withdrawn with prejudice and the School District shall not be required to process the grievance in the grievance procedure.

**ARTICLE 8**  
**ASSOCIATION BENEFITS**

- A. Meetings. All meetings or hearings held pursuant to this Agreement shall be held outside the regular working hours of the employees concerned.
- B. Information. The School District, upon request of the Association, shall make reasonably available to the Association any information available by law to a member of the public and any economic information reasonably needed by the Association in order to negotiate further Agreements. The Association shall pay any reasonable expenses incurred by the School District in providing this information.
- C. Use of School Facilities. Upon the request of the Association, and in the discretion of the School



District, the Association may be given the use of the buildings, equipment, bulletin boards and mail facilities of the School District. The Association shall pay to the School District any reasonable expenses incurred by the School District as a result of the foregoing by the Association.

- D. A copy of any central office notice sent to bargaining unit employees of one school generally shall also be forwarded to the president and secretary of the Association.
- E. The president's schedule shall be so designed as to have his/her preparation period placed at the beginning and/or end of the school day, allowing the president to be available for meetings. The president shall have no assigned duties.
- F. The School District shall create a central professional reference library and contribute \$200 to said library in each year of this Agreement.

## **ARTICLE 9**

### **SALARY AND WAGES**

- A. Basic Salary Schedule. The basic salary schedule to be in effect during the term of this Agreement will be 192 days for current teachers.

For teachers beginning their first year of teaching in the School District, the schedule will be 194 days.

- B. Interpretation of Basic Salary Schedules.

1. The regular full-time employees covered by this Agreement shall work the number of days specified in Section A of this Article for each school year, on a calendar to be fixed by the District. Said schedules are attached hereto as Appendix "A" and are part of the written Agreement.
2. The horizontal movement of the salary of a regular full-time employee on the schedule shall be based upon the employee receiving credits which are defined and limited as follows.
  - (a) All educational credits, including but not limited to credits in the area of educational media, guidance, and administration shall be counted for salary purposes.
  - (b) Credits in a field or fields in which the professional employee has attained or is working toward further certification shall be counted for salary purposes.
  - (c) Credits that are related to the professional activity of the employee shall be counted for salary purposes.
  - (d) Credits must have been earned subsequent to the receipt of the Bachelor's Degree or the College Provisional Certificate, to be counted for salary purposes beyond the Bachelor's Degree column.
  - (e) Credits may be earned concurrent with or subsequent to the receipt of the Master's Degree or the Master's Equivalent Certificate, to be counted for salary purposes beyond the Master's degree or Master's Equivalency column.
    - i. Credits earned by employees in order to obtain permanent certification shall not be credited for purposes of step/column placement beyond a Master's program.

- ii. The term “concurrent” will mean credits earned while participating in a Master’s degree program. Credits in a different discipline earned prior to the commencement of a Master’s degree program will not be considered to be concurrent and will be credited for purposes of salary step/column placement upon completion of both programs.
  - iii. Credits that are not earned in furtherance of the Master’s degree, including, but not limited to AIU courses, undergraduate, or graduate courses, will be considered to be concurrent and will be credited for purposes of salary step/column placement when earned while participating in a Master’s Degree program or subsequent to completion of the Master’s Degree program. A professional employee seeking salary credit for such coursework shall, prior to registering for the course, make this intention known to the Superintendent by submitting a resume of the program to be taken. At the discretion of the Superintendent, such credits may be counted for salary purposes beyond the Master’s level. Such pre-approval must be on an annual basis.
- (f) A limit of twenty (20) undergraduate credits shall be counted for salary purposes between the Bachelor's and Master's Degree levels.
  - (g) Placement on the salary schedule at the Master's Degree level shall be restricted to those who have an earned Master's Degree or a Master's Degree Equivalent Certificate.
  - (h) Those who have an earned Master's Degree or a Master's Degree Equivalent Certificate and who wish to take further college work at the undergraduate level, having those credits counted for salary purposes, shall make this intention known to the Superintendent by submitting a résumé of the program to be taken. At the discretion of the Superintendent, such credits may be counted for salary purposes beyond the Master's level. Such preapproval must be on annual basis.
  - (i) Credits to be counted for salary purposes must be earned from an accredited, degree-granted institution or through in-service programs approved for certification purposes by the Allegheny County Intermediate Unit and Department of Education. In-service credits for salary purposes shall be limited to a total of 20. Official verification of satisfactory completion of all credits for salary purposes shall be required.
  - (j) Verification of credits to be counted for salary purposes shall be submitted to the Superintendent, who shall evaluate such on the basis of the established criteria.
  - (k) Salary adjustments called for as a result of degrees or credits earned shall begin on a prorated basis on the school day following the completion of such degree or credits. It shall be the responsibility of the teacher to submit written verification of the effective date that the credits were earned.
  - (l) Credits already approved in prior years of service, either by the positioning of the professional employee on a particular column of a salary schedule or by administration recognition of a program of study, will be acceptable.
3. Years of Accredited Service. Years of accredited service for regular full-time employees shall be defined as the total year's credit, for salary purposes, which were granted at the time of employment, in addition to the number of uninterrupted years of service thereafter in the Shaler Area School District. Years of accredited service at the time of employment shall be agreed upon between the employee and the School District and shall not be subject to negotiations with the

Association.

4. Movement on the Salary Schedule. Movement on the salary schedule for regular full-time employees shall be one step per year commencing on pay #1 of each school year. Movement on the salary schedule for regular full-time employees whose employment began at a time other than the beginning of the school year shall be made on a prorated basis on the anniversary date of their employment.

5. Counselors/Social Workers/School Nurses

(a) The school work year for professional employees employed as counselors, social workers, and school nurses in the School District shall be a minimum of:

	<b>Senior High Counselors</b>	<b>Middle School Counselors</b>	<b>Elementary Counselors</b>	<b>Social Workers</b>	<b>School Nurses</b>
<b>2022-2027</b>	212 Days	207 Days	202 Days	202 Days	195 Days

(b) The salary for counselors, social workers and school nurses who work additional days, not limited to the number stipulated in subsection (a), shall be determined by calculating the employee's position on the salary schedule according to the aforementioned guidelines at the per diem rate of the individual counselor, social workers or school nurses.

(c) Except as otherwise limited by subsections 5 (a) and (b), the School District shall determine the schedule of days and hours worked by counselors, social workers and school nurses.

6. Long-term substitutes who have completed the equivalent of at least one semester of service with the District shall be credited with that experience for placement on the salary matrix if they are re-employed by the District as either a long-term substitute or a regular contract employee. Said schedules are attached hereto as Appendix "A" and are part of the written Agreement.

7. Certificate. Any professional employee in the public schools must hold a Provisional or Permanent certificate. No professional employee should be teaching any subject or grade level not designated on his certificate or practice in any position other than teacher without a valid certificate.

To qualify for a permanent (Level II) certificate, the applicant must -

(a) Complete three (3) years of satisfactory practice on a Provisional (Level I) Certificate.

(b) Have the superintendent of the school district in which the most recent service was performed attest to three (3) years of satisfactory service on a provisional (Level I) certificate.

(c) Complete, if academic teachers or educational specialist, 24 semester credit hours of post-baccalaureate study (undergraduate or graduate) at a regional accredited institution.

(d) Complete, if a vocational teacher, a total of 60 credits in an approved program at an accredited institution. A four (4) year extension may be granted provided that at least thirty-six (36) credits have been completed during the first three years.

C. Extracurricular Compensation. Compensation for extracurricular activities and work during the term of this Agreement, which shall be in addition to the basic professional salary, shall be set forth in detail in Appendix "C" attached hereto as a part of this Agreement.

- D. Elementary Noon Duty. Any employee who volunteers for noon duty or is assigned such duty on a daily or a continual basis for an entire semester or school year shall be paid the rate of \$17 per hour, after the first 640 minutes of comp. time has been earned. Once all professional employees have had a chance to volunteer for these duties, the District may hire lunch/recess aides for lunch/recess duty at a rate to be determined by the SASD Board. If the District is unable to adequately staff lunch/recess duty in this manner, elementary employees may be assigned noon duty on a rotating basis. Employees assigned to lunch/recess duty shall be paid the rate of \$17 per hour.
- E. Notification of Position on Salary Schedule. Each regular full-time employee shall be notified in writing of the employee's position on the salary schedule according to School District records. Notification shall be made on an annual basis between the last pay in June and the first pay in October. In the event that the professional employee qualifies for a change in position on the salary schedule during the school year, notification of such change shall be provided for the employee no later than the beginning of the pay period immediately following such change.
- F. Part-time Employees. Employees who are engaged for less than full-time shall receive a prorated salary based on the work school day. The prorated share shall be agreed upon between the parties at the time of initial employment. Such persons shall be entitled to the basic salary step and column for which they qualify. Movement on the step salary schedule for persons who work less than full-time will be annual. Part-time employees shall be entitled to other benefits provided by the School District on the same prorated basis as their salary, excepting life insurance, dental and vision care, which shall be in accordance with the terms of these contracts. An employee who is demoted from a full-time position to a part-time position shall be given the first full-time position available for which he or she is certified.
- G. Long-Term Substitute. "Long-Term Substitute" as used in this Agreement shall mean a substitute teacher appointed to fill a vacancy created by an approved leave of absence given to a regular full-time professional employee for a designated period equal to at least one school semester.
- H. Additional Compensation. Employees, who volunteer for approved extra duties exclusive of those routinely assigned by the principal and attendance at professional conferences that would require the employee to work beyond the normal workday or work year, shall be paid at the rate of \$35.00.
- Examples of extra duty would be curriculum writing workshops, policy writing workshops, consultation, homebound instruction, summer employment, parent conferences, etc.
- I. Payroll Deductions. Each professional employee shall be permitted to participate in a United States Savings Bond Payroll Deduction Plan. Each professional employee shall be permitted to participate in a Board approved program of Tax-Sheltered Annuity Plan, and the North Districts Credit Union.
- J. Effective Date. All economic items including those set forth in Articles 9, 10, 11, 12 shall be effective August 15, 2022 except that the salary for guidance counselors, social workers and school nurses shall be effective as of the first day worked by the employee in the 2022-2023 school year.

## **ARTICLE 10**

### **LIFE INSURANCE**

- A. The School District will provide at its cost a Thirty Thousand Dollar (\$30,000) group term insurance policy on the life of each employee covered by this Agreement. In the event a change in carrier occurs, the District shall notify the Association in writing of such change, and also describe any policy changes, which may occur. This notice shall occur not later than fifteen (15) days prior to the change in policies. Retired employees currently participating in the District term life insurance coverage may continue to do

so at the level of coverage in place on August 15, 2007 and at their expense. However, employees retiring after the August 15, 2007 shall not be allowed the option of participating in the District's term life insurance coverage.

- B. In addition to the aforesaid coverage of \$30,000 each employee covered by this Agreement shall have the right to purchase additional insurance of \$20,000 and the cost of such additional coverage shall be paid three-quarters by the School District and one-quarter by the employee. This premium will be adjusted annually to reflect the actual rate.
- C. The School District shall, upon notice by the employee, request in writing continued coverage from the insurance carrier for the employee who is granted a leave of absence. If, in the discretion of the insurance carrier, said employee, as defined above, is granted insurance coverage for additional months, the expense of said coverage shall be the responsibility of the employee. However, in the case where a professional employee is suspended, as set forth under the School Code, no life insurance coverage shall be provided under this Article.

**ARTICLE 11**  
**MEDICAL, DENTAL AND VISION PROVISIONS**

A. Hospitalization and Medical Allowance.

1. Group Hospitalization and Surgical Insurance.

- (a) Employees hired prior to August 14, 2022 will be provided the choice of either the Keystone Community Blue Flex EPO or the Highmark Community Blue Flex PPO health insurance coverage including the prescription co-pay endorsed by the Allegheny County Health Insurance Consortium. Employees hired after August 14, 2022 will only be provided the Keystone Community Blue Flex EPO health insurance coverage including the prescription co-pay endorsed by the Allegheny County Health Insurance Consortium.
- (b) For each employee who enrolls in the PPO or EPO program, the School District shall provide individual or family coverage and shall pay the cost of such insurance including the cost of any rate increase during the term of this Agreement except for the [pretax/IRC Section 125] monthly employee contributions outlined in the following chart:

EPO – Monthly Contribution

<b>Year</b>	<b>Individual</b>	<b>Family/ Employee &amp; Spouse/ Parent &amp; Child</b>
2022-2023	\$93	\$193
2023-2024	\$97	\$201
2024-2025	\$101	\$209
2025-2026	\$105	\$217
2026-2027	\$109	\$225

PPO – Monthly Contribution

<b>Year</b>	<b>Individual</b>	<b>Family/ Employee &amp; Spouse / Parent &amp; Child</b>
2022-2023	\$132	\$307
2023-2024	\$136	\$315
2024-2025	\$140	\$323
2025-2026	\$144	\$331
2026-2027	\$148	\$339

- (c) After the conclusion of the work year until the beginning of the next work year, the District's contribution towards the employee's health, vision and dental insurance premiums shall be further prorated based upon the percentage of workdays in the previous work year the employee received compensation. Thus, if an employee had more than five (5) days during the work year for which they did not receive compensation, other than unpaid FMLA leave, those unpaid workdays will be divided by the number of workdays in the work year to determine what percentage of the District's contribution to the premium under Article 11A (a) the District shall contribute during the months of June, July, and August. The employees shall be responsible for paying the balance of the insurance premiums not paid by the District.

2. Medical Allowance.

- (a) Instead of enrolling in the group hospitalization and surgical insurance program, an employee may elect to receive a cash medical allowance of \$1,800. If thirty-six (36) or more teachers select this option as of the first day of work in a given school year, each of the 36+ teachers would receive \$2,400 in the medical allowance for that school year only. The allowance shall be made in a prorated monthly contribution under Internal Revenue Code (IRC) Section 125.

The medical allowance shall be prorated and paid on a monthly basis.

- (b) An eligible employee may elect to have the medical allowance payment applied toward the group hospitalization and surgical insurance program and receive the remainder in cash. Any employee who elects to receive the medical allowance shall be obligated to pay the full cost of any hospitalization and surgical insurance available through the School District, including the cost of any rate increases during the term of this Agreement as long as the cost of coverage does not exceed the medical allowance entitlement.

B. Retired Professional Employees. The School District shall permit retired professional employees of the District to be the members of the District's health and dental insurance plans provided, however, that said employee gives proof of his/her receiving retirement benefits under the State Retirement Program. The cost of said premiums shall be borne by the individual.

C. Flu Immunization Employees. The School District will, at its expense and to the extent immunizations are available for procurement by the District, provide each employee with flu immunization shots.

D. Dental Insurance. The School District, at its expense, shall provide each employee hired prior to August 14, 2022 with the Allegheny County Schools Health Insurance Consortium (ACSHIC) standard family dental plan. The coverage shall include the basic program and supplemental Riders A, B, C and D.

E. Vision Insurance. The School District, at its expense, shall provide each employee hired prior to August

14, 2022 and his/her family with Allegheny County Schools Health Insurance Consortium full family eye care insurance.

- F. Dental/Vision Exception. Employees hired prior to August 14, 2022, who opt-out of District offered hospitalization and surgical medical insurance will continue to receive dental and vision at the expense of the District. Employees hired after August 14, 2022, who opt out of District offered hospitalization and surgical insurance program may still enroll in the district offered dental and vision plan; however, the employee will be responsible for this monthly premium.
- G. Continuation of Insurance Benefits. Insurance benefits being provided pursuant to the terms of this Article 11 and life insurance provided pursuant to Article 10 shall continue to be paid for by the School District during the first thirty (30) workdays of any absence from work caused and necessitated by an employee's sickness and/or injury. In the event an employee is absent from work because of a sickness or injury and is eligible for workmen's compensation pursuant to the laws of the Commonwealth of Pennsylvania, then the School District shall continue to pay for those insurance benefits provided immediately prior to such sickness or injury pursuant to Article 10 and/or 11 of this Article for the term of any such absence during the term of this Agreement. This provision only applies if the employee has exhausted all accumulated sick leave or chooses not to utilize sick leave, since an employee on sick leave is entitled to the benefits provided in Articles 10 and 11.

## **ARTICLE 12** **ADDITIONAL ECONOMIC BENEFITS**

- A. Reimbursement for Travel Expense. The School District will reimburse employees who are required, in the course of their work, to drive their personal automobiles from one school building to another, or who use their automobiles on field trips or other business of the School District. Reimbursement shall be at the IRS rate. The employee's use of said automobile and reimbursement for same shall be approved by the employee's immediate superior (principal). The School District further agrees that it will carry liability insurance insuring the School District against any claims made against the School District on account of any acts of its employees.  
The mileage rate will be the rate set by the IRS for any given calendar year.
- B. Retirement and Death Benefits. Each employee with fifteen (15) or more years of service with the School District shall receive the sum of One Thousand Dollars (\$1,000.00) from the School District upon retirement and proof of the employee's receiving retirement benefits under the State Retirement program. Each employee who dies while in the active service of the School District shall be entitled to a payment of Four Thousand Dollars (\$4,000.00) to be paid to his/her legal representative.
- C. Loss Reimbursement.
1. The Board shall reimburse professional employees for loss, damage, destruction of clothing or personal property while on duty in the school, on school premises, or on a school-sponsored activity, which results from an act of theft, vandalism, or violence, or from an accident resulting from pupil activity during the conduct of a school program. Reimbursement is: (a) limited to a maximum of \$350.00 per person per incident, (b) covers only that portion which is not covered by personal insurance, and (c) will be paid upon submission of satisfactory proof of loss.
  2. Currency in excess of \$50.00, jewelry, watches, and fur coats will not be covered under the theft provision of paragraph 12-C (1).
  3. In order for a professional employee to make a claim for theft of personal property under paragraph

12-C (1), said personal property must be reasonably connected to the performance of his or her professional duties and said professional employee must have exercised proper and reasonable custody and storage procedures.

4. The District may require the employee file a report with the appropriate law enforcement agency and provide the District with a copy of said report.
5. The employee shall reimburse the District for any funds paid by the District in the event the employee should recover his/her losses from the Crime Victims Fund, or from the perpetrator.

### **ARTICLE 13** **SICK LEAVE**

- A. Each bargaining unit member shall be entitled to ten (10) days sick leave per school year as provided by Pennsylvania statutes provided. Employees may utilize up to ten (10) sick days per year to care for an ill or injured spouse, child or parent. Long-term substitutes shall be entitled to sick leave, which may not be accumulated as follows:
1. Long-term substitutes retained to teach two semesters in a school year during the term of this Agreement shall be entitled to ten (10) days sick leave per school year.
  2. Long-term substitutes retained to teach one semester shall be entitled to five (5) days sick leave per semester.
  3. Long-term substitutes retained to teach more than one semester but less than two semesters in a school year during the term of this Agreement shall be entitled to a pro rata sick leave for the period hired beyond one semester.
- B. Family and Medical Leave. Bargaining unit members may use up to sixty (60) days of accrued paid leave with approved paid sick leave concurrent with approved FMLA leave for the birth of a child and to care for a newborn child or for placement with the employee of a child for adoption, provided, however, use of sick leave shall not be allowed for placement with the employee of a child for foster care. Said leave cannot be taken intermittently or on a reduced leave schedule. In such instances, the use of sick leave as provided herein shall count against the allowance provided in Article 13, of use up to ten days of sick leave per school year for the care of an ill or injured spouse, child or parent. Stated otherwise, the ten-day allowance per school year provided in Article 13 is included within the sixty-day allowance provided herein.
- C. Each professional employee shall be notified of the amount of his or her accumulated sick leave on or before the first pay in September.
- D. Personal illness beyond three (3) consecutive days must be verified by a note from a physician or other practitioner.
- E. Each professional employee whose contractual year extends beyond the work year shall receive one (1) additional sick day for every twenty (20) days of service beyond the work year.
- F. Professional Employee Sick Leave Bank.

Use of the Bank:



1. The Shaler Area School District shall establish a Sick Leave Bank to be administered by a Sick Leave Bank Committee appointed by SAEA. This committee will consist of three SAEA Executive Committee members and a Building Administrator and a Central Office Administrator.
2. The Sick Leave Bank will only cover catastrophic/serious illness which has depleted a professional employee's personal allocation of sick days.
3. Eligibility for participation in the Sick Leave Bank shall be all Professional employees, both Teachers and Administrators. Teachers can donate to both Teachers and Administrators; Administrators can donate to Teachers and Administrators.
4. To be eligible to draw upon the Sick Leave Bank, the aforementioned employees must:
  - (a) Have exhausted all of his/her accumulated sick leave days,
  - (b) Be suffering from a serious, long term illness or disability which precludes his/her attending school; and
  - (c) Present a physician's statement to the Sick Leave Bank Committee verifying the seriousness of the illness or disability and attesting to the employee's inability to return to work.
5. Employees receiving Worker's Compensation benefits due to work-related illness or disability shall not be eligible to request use of the Sick Leave Bank.
6. Upon application of an employee for Sick Leave Bank benefits and the presentation of a physician's verification, the Sick Leave Bank Committee shall review with the committee for approval. Once the decision has been made, it is final.
7. Once approved, the Superintendent and SAEA President will email/post a request to elicit support for the eligible employee to all of the schools and offices of the Shaler Area School District.
8. Any employee eligible to participate in the Sick Leave Bank may donate one day per posting of his/her accumulated sick leave days to the employee requesting time from the Sick Leave Bank.
9. Donations of sick leave shall be on a voluntary basis and must be made within ten (10) working days of the date of the email/posting.

Upon receipt of the names of the eligible employees donating one day to the ill or disabled employee, the President of SAEA or his/her designee and the Human Resources Manager shall conduct a random drawing to determine the rank order in which the eligible employees shall donate one day of accumulated sick leave to the eligible ill or disabled employee.

10. Once it has been determined how many days the individual will need, that number of days will be assigned from the rank order list and all other forms will be returned back to the donating individuals whose donated days are not needed.

11. All donated sick leave days shall be subtracted from the donating employee's accumulated total sick days.
12. In the event more days are needed, and the request is approved by the Sick Leave Bank Committee, items 7-11 will be repeated.

G. Retirement - Unused Sick Days. Each employee with fifteen (15) or more years of service with the School District upon retirement and proof of the employee's receiving retirement benefits under the State Retirement program shall be paid \$50 for unused sick days up to a maximum of 200. Payment for such unused sick leave shall be made as a non-elective employer contribution into a 403(b) account.

## **ARTICLE 14** **LEAVE DAYS**

A. Emergency Leave. The School District may provide employees with emergency leave days on the following basis:

An emergency shall be defined as an unforeseen combination of circumstances or the resulting state that calls for immediate action.

1. The employee shall contact either the building principal or superintendent as soon as possible to request emergency leave and state the reason(s) for the request.
2. Upon return to employment, the employee shall provide the building principal a written statement regarding the need for emergency leave.
3. The request shall be reviewed by the building principal and forwarded to the Superintendent.
4. The Superintendent shall approve or disapprove the request, in writing, and shall notify the employee accordingly.
5. The employee shall be paid full salary for the day, if the request is approved.
6. Emergency days shall be granted for family emergencies, including religious observances which, in the opinion of the Superintendent, are compelling to the employee. Emergency Leave defines an emergency as an unforeseen combination of circumstances or the resulting state that calls for immediate action. With regard to the care for an ill or injured spouse, child or parent, members of SAEA must first utilize the ten days allowed under Article 13A. Sick Leave, before they may request emergency leave unless one of the following occurs. The professional is entitled to an emergency leave day if:
  - (a) They are required to transport an ill or injured spouse, child or parent to an emergency room of a hospital for immediate treatment.
  - (b) They are needed to attend to an ill or injured spouse, child or parent who undergoes an in-patient emergency surgical procedure. Using the aforementioned definition of emergency, the surgical procedure must be unforeseen and requiring immediate action. Surgical procedures scheduled more than several days in advance would not fulfill this definition.
  - (c) The spouse gives birth to the employee's child.

The employee receiving an emergency leave day for the reasons stated above, may use sick leave up to the maximum annual limit of 10 days to attend to or care for the ill or injured spouse, child or parent, but may not request additional emergency leave days to provide this care unless the ten days sick leave allowed have been consumed. In that event, the employee may request additional leave days, which may be granted by the superintendent based upon the circumstances and number of emergency days requested.

7. The District may require a teacher who is approved for an emergency leave day to provide documentation confirming that they spent the day as indicated on the emergency leave form.

If a teacher utilizes an approved emergency leave day in some manner other than for the purpose stated on the form, then the teacher would lose his/her salary for that day and may face other appropriate disciplinary action.

- B. Personal Leave. Personal Leave shall be granted with no reason given, with no loss of salary, benefits or seniority. Notice must be given to the building principal at least two (2) days prior to the day of said leave. Such leave cannot exceed 10% of the employee staff in any one building, but not less than two in any one school building. Notice may be waived by the Superintendent or his/her designee. In each contract year, each employee shall receive three (3) personal days. Personal leave may be accumulated up to five (5) days. Up to three (3) personal days may be used consecutively. At the end of each year of this Agreement, unused personal leave in excess of five (5) days shall be converted to said employee's sick leave.
- C. Leave Days. A request for days must be submitted in writing to the building principal using the approved form and the criteria outlined in Article 14. If you experience any difficulty in obtaining a requested day, contact your faculty representative immediately. Necessary forms are available from your building principal.
- D. Association Leave. A professional employee who is elected or appointed to a full-time position at the State or National level with PSEA or its affiliate, shall upon application, be granted a leave of absence without pay of up to two (2) years for the purpose of accepting such a position. The professional employee shall retain any accumulated sick leave.

There shall be no break in seniority because of this leave. However, the employee shall not be credited toward movement on the salary and fringe benefit program during the period of this leave. Said employee shall be permitted to pay both his/her and the board's regular contributions to the retirement plan during this leave.

The RETURN FROM APPROVED LEAVE article of this contract shall apply to Association Leave.

- E. Professional Study Leave. An unpaid leave of absence of up to one (1) year will be granted to a professional employee who has attained tenure, has a minimum of four (4) years' service in the School District, and possesses an Instructional II or Permanent Certificate, upon approval by the School Board for the purpose of engaging in full-time advance study at an accredited college or university reasonably related to the employee's professional responsibilities. The professional employee shall retain any accumulated sick leave.

There shall be no break in seniority of this leave. However, the employee shall not be credited toward movement on the salary or benefit program during the period of this leave. Said employee shall be permitted to pay both his/her and the Board's regular contributions to the retirement plan during the

leave.

The RETURN FROM APPROVED LEAVES article of this contract shall apply to Professional Study Leave.

F. Disability Leave. Employees of the Shaler Area School District shall be provided with unpaid disability leave under the following provision:

1. Accumulated sick leave may be used while on disability leave.
2. The employee shall submit a written request for disability leave as soon as he or she becomes aware of the necessity for such leave.
3. The employee must also submit a physician's statement certifying he or she will be physically unable to perform his or her employment duties.
4. The Board shall approve the disability leave following the employee's compliance with Section 3.
5. Within one year from the beginning date of the disability leave, the employee shall:
  - (a) Give notice of his/her return if physically able or apply for an extension for an additional six (6) months in accordance with Paragraph 3 of this Article.
  - (b) In the event an extension is granted under (a) the employee at the termination of the extended leave may request additional time if determined necessary at the discretion of the Shaler Area School Board.
6. The provisions of this Article shall apply to disability from pregnancy.
7. During the period that the employee is using accumulated sick leave, the employer shall continue to provide all fringe benefits. Upon the expiration of the employee's sick leave eligibility or in the event of an extended leave, the employee shall be permitted to continue any and all fringe benefits available by remitting the costs of these benefits to the Board.
8. Seniority shall accrue during the period of the approved disability leave.
9. The RETURN FROM APPROVED LEAVES article of this contract shall apply to return from disability leave.

G. Parental Leave. Employee of the Shaler Area School District shall be provided unpaid parental leave for a period of up to one (1) year in connection with childbearing, child rearing, including adoption, under the following provisions:

1. The employee shall notify the Director of Human Resources at least sixty (60) days before the starting date of his/her parental leave. The sixty (60) days notification may be waived by the Superintendent if the attendant circumstances so warrant.
2. Regarding parental leave or childbearing, the beginning date shall be determined jointly by the employee's physician and the employee upon the employee's physician's certification of pregnancy.
3. An employee will be eligible to return to work when able to resume his/her duties.

4. Within one (1) year from the beginning date of the parental leave, the employee shall:
  - (a) Apply for an extension of the leave up to one (1) year. If, however, the extension is related to childbearing, the request under the provision of Disability Leave (Paragraph 5) shall apply.
  - (b) An employee must give at least sixty (60) days' notice of his/her intention to return to work. Such notice must be given within the leave period. The employee must return to work at the beginning of the next semester following the expiration of the sixty (60) day notice. These provisions are subject to waiver by the Superintendent.
  - (c) Failure of the employee to follow sections (a) and (b) above will result in a notification by certified letter to the employee and the SAEA President that ten (10) days from receipt of the letter the job will be declared vacant.
5. The employee shall be permitted to continue any or all fringe benefits available by remitting the costs of these benefits to the School District.
6. The RETURN FROM APPROVED LEAVES article of this contract shall apply to Parental Leave.
7. There shall be no break in seniority.

H. Other Leaves. Other leaves such as a sabbatical leave, military leave and/or exchange teaching leave shall be granted in accordance with the provisions of Act 66 of the Public School Code of 1966, as amended.

1. Sabbatical Leave - Any employee who has satisfactorily served in the public schools of the Commonwealth for a period of ten years of which at least five years been in the School District from which the leave is sought is entitled to a leave of absence for restoration of health or study. The Board may waive the five-year requirement. After the first sabbatical leave has been granted, the employee is entitled to a sabbatical leave after each seven years of service.

The leave may be for a half or full school term, or two half-school terms, during a period of two years. At its discretion the Board may extend the sabbatical leave not to exceed one full school term if the leave is for illness.

While on leave, the employee is entitled to half salary and is considered as though an actual service of the district for the purpose of determining the employee's length of service, rights to receive increments, and continuation of membership in the Public School Employee's Retirement System. As a condition precedent to the grant of leave, however, the employee must agree to return for a period not less than one school term following the expiration of the leave unless that requirement is waived by the Board. If the employee fails to return and the Board has not waived the requirement to return, the employee will lose all benefits to which he/she would otherwise be entitled under the act. If, however, an employee on sabbatical leave is unable to return because of illness or physical disability, the school board may be required to extend such sabbatical leave for a limited period.

2. Exchange Teaching - A board of school directors is authorized to grant a professional employee a leave of absence to serve as an exchange teacher in a foreign country or territory or possession of the United States of America and pay the salary the employee would have received if teaching in the school district. While on leave, such teacher shall be considered to be in regular full-time daily attendance for the purpose of determining length of service, credit toward sabbatical leave, the right

to receive increments, the right to make contributions as a member of the Public School Employees' Retirement Fund, and credit toward sick leave.

3. Military Leave – All employees who are either enlisted or commissioned members of any reserve component of the Armed Forces of the U.S. shall be entitled to leave of absence from their respective duties without loss of pay, time, or efficiency rating on all days not exceeding fifteen (15) in any one year for required service in any of the reserve components.

I. Return from Approved Leaves. Upon returning to service from approved leaves under the provisions of this contract, the following procedures shall be followed:

1. The employee shall immediately be returned to the same assignment, building, and position held at the time the leave commenced.
2. If the assignment is no longer available, then to a similar available assignment.
3. If no similar assignment is available, then to any other available position for which he/she is certified.
4. For the purpose of movement on the salary schedule, and all other benefits, an employee shall be credited for the number of days worked during the school year up to the beginning of the employee's approved leave.
5. If said employee has completed his/her anniversary date at the beginning of his/her approved leave, the employee will be placed on the next step of the salary schedule, and any other appropriate benefit schedule, upon return.
6. This article applies to all approved leaves.

J. Bereavement.

1. Each professional employee shall be granted five (5) days leave without loss of pay and/or other benefits when a death occurs in the immediate family. For purposes of this article, immediate family member is defined as parent, parent-in-law, child, spouse, sibling or near relative who resides in the same household or any person with whom the employee has made his/her home.
2. Each professional employee shall be granted three (3) days of leave without loss of pay and/or other benefits when there is a death of a daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparent, grandparent-in-law, or grandchild.
3. Each professional employee shall be granted one (1) day of leave without loss of pay and/or other benefits when a death occurs to a near relative. For purposes of this article, near relative is defined as aunt, uncle, niece, nephew, or first cousin.
4. All other requests for leave not specifically mentioned in paragraph 1, 2, and 3 above shall be granted according to Pennsylvania School Code.
5. It is the intent that bereavement days will be used for the planning of and attendance at the funeral/memorial services. It is not the intent that these days will be saved for future use without prior approval by the superintendent or his designee.

## K. Legal Leave.

1. Any professional employee who is required by the School District to appear in a legal proceeding shall be given a leave of absence without loss of pay or other benefits, for the period of that time he or she is required to be at said legal proceeding.
  - (a) Any professional employee who shall be required by law to appear as a plaintiff or as a defendant in either a civil or criminal proceeding in the Court of Common Pleas, U.S. Federal Court or in the U. S. District Court shall be granted a leave of absence up to a maximum of two (2) days, without loss of pay or other benefits, upon notification of the Superintendent of the date, time, and place of said proceeding.
  - (b) Any professional employee who shall be required by law to appear as a witness in the Court of Common Pleas, U.S. Federal Court, or in the U. S. District Court shall be granted a leave of absence of one (1) day, without loss of pay or other benefits, upon presentation to the Superintendent of the Subpoena by which said professional employee is required to appear.
  - (c) In the event that the days stated are not enough, the Superintendent may grant approval to extend said absence without loss of pay or benefits.
2. Any professional employee who is summoned as a juror shall be granted a leave of absence without loss of pay and/or other benefits for the time he or she is required to be in attendance as a member of a jury panel provided, however, that the employee shall reimburse the District any funds received as payment for serving as a member of a jury panel.
3. Any professional employee shall be granted a legal leave without loss of pay, benefits, and/or seniority on the day scheduled for the closing with regard to the purchase or sale of the employee's personal residence, or, in the event that the employee is appointed administrator/executor or co-executor in the administration of an estate, on the day scheduled for audit of said estate.

## L. Professional Days

1. A professional day is defined as that day or days for which a professional employee may be free of his teaching duties without loss of pay to attend a professional conference, including conferences or conventions of state and national affiliate organizations, or participate in a professionally enlightening experience.
2. A professional employee may apply for a day or days to participate in educational conferences that shall, in the opinion of the Superintendent, be of such nature as to aid in the professional growth of the participating professional employee. Such determination as to the value of the conference will be made through the review of the conference schedule of activities or through consultation with the professional employee as to the value and merits anticipated through attendance at such a conference. Factors to be considered in approving or disapproving attendance at an educational conference shall be: (a) travel distance involved, (b) length of the conference, (c) number of school days lost by attending such a conference, and (d) relevance of the conference to the teaching assignment of the professional employee.
3. Request for attendance at an educational conference shall be made in writing through the respective building principal who will review the request, make his recommendation, and forward same to

the Superintendent.

4. A reply setting forth the disposition of the request will be made in writing to the professional employee with a statement regarding the amount of expenses to be borne by the School District. Such expenses will be reimbursable upon the return of the employee and the submission of valid and verified statements of expenditure including receipted bill for lodging, meals, and other expenses to the conference. (Advances for the above estimated expenses will be honored by request.)
5. Professional days shall be provided for coaches and assistant coaches who, as part of their coaching responsibilities, are required to take their participants to district, section, regional or state contests that are scheduled during school days.
6. The District may require employees to attend without loss of pay, designated in-service, conferences, seminars, classes or training paid for by the District provided they are within the school year and within the parameters of the workday.

M. Comp Time. Employees of the Shaler Area School District shall be awarded paid comp time under the following provisions:

1. Comp time will be awarded for loss of preparation, duty or structured period and for lunch/recess duty up to 640 minutes in lieu of payment.
2. Comp time will be awarded up to 640 minutes (2 days) per year. A Full day will be considered 320 minutes and a half day will be considered 160 minutes.
3. Comp days can only be used on non-instructional days.
4. Each year, days in which comp time may be utilized will be mutually determined by the District and the Association. Such days will be published via the school calendar.
5. Comp days may only be used in half and full day increments.
6. For the purposes of comp time, a day when students have an early dismissal will be considered a half day if comp time is used during the afternoon portion of the day.
7. No more than 160 minutes of comp time can be rolled over to the following school year. Such roll over time must be used by December 31.
8. Comp time cannot be used in conjunction with other paid time off such as personal days.

## **ARTICLE 15**

### **INDIVIDUAL TEACHERS**

- A. Notification of Assignment. The Board shall notify each professional of his/her assignment by July 1 of each year of this Agreement. This notification shall be given by the chart customarily issued to each employee in June each year with the understanding that such chart will include grade level and courses to be taught along with the assigned building. Assignment changes thereafter may be made for proper administrative reasons. No change shall be made without consultation with the affected employee.
- B. Personnel File. An employee may, during normal business hours with reasonable notification and on



his/her non-instructional time, examine the material contained in his/her personnel file excluding pre-employment documents used to screen and select the employee. Said employee may make notes from this material. No derogatory material may be placed in the professional employee's file without the employee receiving a copy. The employee shall have the right to submit a written statement in answer to any material and the answer shall be attached to the file copy.

The employee may acknowledge that he/she has read such material by affixing his/her signature to the actual copy filed with the understanding that such signature merely signifies that he/she has read the material filed. The signature does not necessarily indicate agreement with its content.

C. Transfers.

1. In cases of permanent vacancies, requests by a professional employee for transfers to a different class, building or position can be made in writing to the Director of Personnel. The request shall set forth the reasons for transfer, the school, grade or position sought, and the applicant's academic qualifications.

Applicants for transfer shall be notified in writing of the decision of the Administration. When the request for transfer to assignment is between two or more employees, the employee with the necessary certification, experience and expertise in the program will be given due consideration. Also, a professional employee within the School District will be given due consideration regarding a position when hiring an employee for a vacancy. Consideration, however, must be balanced with the judgment of the Superintendent in providing for the best interest of the school system.

2. Any involuntary transfer from one building to another, from one subject area to another, or from one grade level to another, will be made only after a conference between the professional employee and his/her building principal, at which time the specific reasons for the transfer will be explained, and if requested, placed in writing. An employee involuntarily transferred (past or future) shall be given the opportunity for reassignment to an area of his/her choice. Consideration, however, must be balanced with the judgment of the Superintendent in providing for the best interest of the school system.
3. An employee may not be disciplined by involuntarily transferring him/her.

**ARTICLE 16**  
**SAFE AND HEALTHY SCHOOLS**

- A. The Board of School Directors recognized the importance of maintaining and enforcing a discipline policy for the safety and protection of all staff.
- B. Professional staff may use reasonable force:
  1. to quell a disturbance; or
  2. to obtain possession of weapons or other dangerous objects; or
  3. for the purpose of self-defense; or
  4. for the protection of persons or property
- C. The employer shall provide legal assistance to an employee who is acting consistent with paragraph B of this Article in the discharge of his or her duties and is the victim of an attack. Said assistance shall be

rendered by the school solicitor at no cost to such an employee and will be limited to assistance in the preparation and handling of criminal charges against the perpetrator or perpetrators of such an assault.

- D. The student or students involved shall be subject for disciplinary action in accordance with the Board's endorsement of the Regulations and Guidelines for Student's Rights and Responsibilities, specifically, Section VI, Exclusions from School (Suspensions and Expulsions) 12.6. A committee comprised of four members selected by the Association and four members selected by the Board shall meet for the purpose of overseeing each incident involving the assault of a professional employee and offer recommendations designed to improve and strengthen the discipline policy of the School District.
- E. An employee who is required to be absent from duty due to injury intentionally inflicted by another person or as provided in paragraph B while the employee was acting within the scope of authority in the course of employment shall be granted leave according to the following terms and conditions.

Leave hereunder shall be without pay except as follows:

- 1. The District shall pay the employee the difference between the employee's regular salary and the employee's entitlement under the provisions of the Pennsylvania Worker's Compensation Act for each day for which the employee qualified for Workmen's Compensation up to a maximum of two (2) years with an extension upon Board approval.
- 2. The employees' qualifying for Worker's Compensation benefits shall be a condition precedent to any benefits hereunder.
- 3. An employee who has not qualified or has not applied for Worker's Compensation because the leave did not exceed one (1) week may apply to the District for leave with full pay up to five (5) days.

**ARTICLE 17**  
**WORK YEAR, WORKDAY, PREPARATIONS AND I.E.P.'S**

A. School Work Year

- 1. The school work year for employees shall be within the confines of the school calendar and as set forth in Article 9 (B.1), comprised of 180-184 when students are in attendance, as set by the School District according to the following schedule.

<b>Year</b>	<b>Teachers</b>	<b>New Teachers</b>	<b>Student</b>
2022-2023, 2023-2024, 2024-2025, 2025-2026, 2026-2027	192	194	180

The teacher work year shall consist of 3 ½ clerical days; 1 ½ prior to the start of the student school year, 1 at semester break and 1 at the conclusion of the student school year. The remaining days shall be comprised of clerical or in-service type activities. In the event that such activities are held outside the workday wherein the professional employee or group of professional employees participate, this activity, having been approved by the Building Principal as equivalent to a 1/2 school day, shall be the equivalent of 1/2 in-service day. One in-service day will be a flex in-service day where teachers will have the ability to work remotely. Teachers will have a pre-announced date range in which to complete professional development tasks. This date range will be mutually agreed upon by the District and the Association.

2. Attendance During Emergency Conditions. Teacher attendance shall not be required whenever student attendance is not required due to the inclement weather or other emergency conditions. It is understood and agreed, however, that any time lost due to inclement weather or other emergency conditions will be made up at the discretion of the School District.
3. Prior to the Board exercising its duty in determining the annual school calendar, a committee of three (3) representatives of the Association will be invited to make recommendations to the Superintendent.

B. Workday

1. The teacher workday shall be 7 hours 40 minutes.
2. Teachers shall have a 30-minute, duty-free, lunch period. Teachers may leave the building during this thirty (30) minute duty-free lunch period by following the check-in/check-out policy in effect in the building at which they are employed.
3. The workday may be extended for the purpose of faculty or department meetings once per month for no more than 30 minutes.
4. Employees will be available for 30 minutes each week before or after school to participate in IEP, IST and child study-parent conferences. Reasonable notice must be given except in the case of an emergency. Professionals who must attend more meetings (i.e., counselors, nurses, specialists) and who accumulate more than 30 minutes per week shall be paid Curriculum rate.
5. The check-in/check-out procedure shall be used when reporting to the assigned building and when leaving the assigned building.
6. On Fridays and on days before a holiday in which school is not in session, teachers may leave after the dismissal of students with the exception of teachers assigned to bus duty.
7. The daily teaching load for secondary teachers in grades 7-12 will be as follows:
  - (a) Teachers who are assigned six (6) periods a day shall be given two (2) periods as instructional preparation. Six period teaching assignments shall be filled first with volunteers and then may be assigned.
  - (b) Teachers having only five (5) teaching periods per day may be assigned to two non-instructional periods. A non-instructional period shall normally be used for such assignments as tutoring, remediation, student conferences, parent conferences, staff meetings (either group or individual), special student conferences, curriculum development and revision, and writing individual educational plans determined by the building principal. Other periods considered as non-instructional periods are hall duty, cafeteria duty, study hall, SAP. Teachers will not have two of the same type non-instructional periods within the same school day. Teachers requests for their non-instructional periods will be considered.
  - (c) All professional employees shall have at least one (1) preparation period daily. Counselors, Nurses and Librarians shall have no non-instructional period in lieu of their specific assignments.
  - (d) No current secondary (Grades 7-12) staff member will be furloughed or reduced in rank as a

result of professional employees teaching six periods. Additionally, no current staff member will teach six periods if there is an employee who has been furloughed with certification in that area. This provision shall not apply to additional certification areas obtained after the date of furlough. This provision will expire and have no further effect as of June 30, 2027.

### C. Preparation Time

1. Preparation Definition. "A preparation period" is defined as a period of time during the student day when an employee shall be released from instruction or student contact free from other responsibilities in order that such time may be used in preparation or other related activities connected with teacher's performance.
2. Elementary Grades (K-6). A preparation period shall be used for preparation or other related activities for a minimum of thirty (30) continuous minutes unencumbered by other duties in addition to the employee's thirty (30) minute duty-free lunch period. Each employee shall be assigned a preparation period each workday and no less than two hundred (200) minutes preparation time in each workweek. Additional preparation time per day or per week may be assigned as the schedule permits. Any employee who loses a preparation period, duty period and/or structured period because of an alternative assignment shall be compensated at the rate of:

\$30.00 per hour for each surrendered prep, or non-instructional period, for all time greater than 640 minutes for which comp time was awarded.

When the students of an elementary (K-6) homeroom are assigned to another teacher(s) who instructs these students for an entire period, the teacher(s) shall be compensated at the hourly rate. If students are split among teachers, then the hourly rate will be split by the same proportions as the students.

3. Secondary Grades – Grades 7 - 12. A preparation period shall be used for preparation or other related activities for a minimum of forty (40) continuous minutes unencumbered by other duties in addition to the employee's thirty (30) minute duty-free lunch period. Any employee who loses a preparation period, duty period and/or structured period because of an alternative assignment shall be compensated at the rate of:

\$30.00 per hour for each surrendered prep, or non-instructional period, for all time greater than 640 minutes for which comp time was awarded.

An employee assigned to perform substitute duties more than three (3) times in the same school year during a non-instructional period shall be compensated at twice the period rate for loss of a preparation period.

- D. I.E.P. Special Education regulations require that each exceptional child have an individualized program (IEP). It should be noted that the IEP is used for evaluation of student progress and that the goals and objections not attained shall not be used for teacher evaluation.

When any employee is required by the building principal to participate in a conference, review, evaluation, re-evaluation, due process hearing, or any other meeting as a result of the need to fulfill the provisions of the current legislation in special education, the meetings shall be scheduled with notice to the employee, and when possible, during the regular workday and work year. The teacher's preparation time may be used subject to the preparation period provisions of Article 17(C).

Special in-service training programs will be developed at the discretion of the administration to help

those staff members having exceptional children assigned to their classroom. Whenever possible, these programs will be scheduled for the in-service days and other times available during the work year.

1. Comprehensive Evaluation Report (C.E.R.)

- (a) Each special education teacher will, as part of the job responsibilities for his/her assignment, complete Comprehensive Evaluation reports (C.E.R.'s) for the special education students assigned to them.
- (b) The Re-evaluation reports and IEP's will be completed within the time limits provided under state statute.
- (c) Each special education teacher will receive substitute teacher days to complete Re-evaluation reports and IEP writing according to the following ratio:

<u>Students on Teacher's Roster</u>	<u>Substitute Days</u>
0-12	2
13-15	2.5
16-18	3
19-21	3.5
22+	4*

\*If in any given year an unusual situation occurs where a teacher has 30+ IEP's to write, then consideration will be given to afford that person some extra time.

- (d) Speech Teachers will have ½ day per every 6 days without students scheduled for Reevaluation reports and IEP writing.
- (e) Gifted IEP's – up to five days of summer work will be afforded to teachers doing Gifted IEP's. Teachers will be paid as per the CBA for this summer work.
- (f) The building principal is responsible for determining the amount of substitute release time each special education teacher (excluding gifted and speech & language teachers) at the site will receive from the school's allotment.
- (g) The building principal will be responsible for the scheduling of substitute teachers and the release of special education teachers from teaching assignments to complete C.E.R.'s.

**ARTICLE 18**  
**SENIORITY AND POSTING OF VACANCIES**

A. Seniority

1. Definition. Seniority shall mean the length of continuous service from the employee's first day of work as a temporary professional employee or as a professional employee following the last date of hire, except as provided in paragraph (c) below. Long-term substitutes shall accrue continuous service only for the purpose of movement on the salary schedule as provided in Article 9(B.6).

- (a) Seniority shall be district-wide including jointures or consolidations.

- (b) Seniority shall be determined on the basis of continuous years of service in the School District and shall continue to accrue during a suspension and all approved leaves of absence. Full seniority shall also accrue during any fractional part of a year or part-time service worked by a demoted employee. Otherwise, employees who render service on a fractional part of a year or on a part-time basis shall be given credit only for said fractional portion worked. An employee who works more than the scheduled school year shall not be considered to have accumulated more seniority than an individual who works the scheduled school year.
- (c) The seniority of an employee hired prior to June 30, 1980, shall be determined by the date the individual was hired at the school board meeting. An exception to this would be if a vacancy occurred that necessitated the professional employee to work in that position prior to a scheduled board meeting. In that case, the seniority date would begin when that individual actually began to work in that position.

The Association is aware that this determination is only to establish relative seniority, the anniversary date of the professional employee, which is used for movement on the salary schedule, would commence on the first day of work.

2. Seniority List. The School District shall furnish to the Shaler Area Education Association by November 1 the seniority list.

- (a) Where the lists show more than one employee with identical length of full-time service, their order of seniority in relation to each other shall be determined by lot at a meeting scheduled during the new teacher in-service days. The particular method of chance of casting lots shall be determined by the seniority committee at the time. This committee will consist of three (3) representatives from the Association and two (2) from the School District.
- (b) Break in Service. An employee's seniority shall be lost, and employee's name shall be removed from the seniority list for any of the following reasons.

- (1) Retirement
- (2) Resignation
- (3) Discharge for cause
- (4) Failure to report to work within fifteen (15) days after recall after notification by certified, registered mail to the employee and to the President of the Association.

Any employee on suspension who is recalled to a part-time position may refuse recall to a part-time position without suffering a break in service.

B. Posting of Vacancies.

- 1. The School District agrees to provide notice of vacancies which occur in teaching, library, guidance, nursing, homebound instruction, administration, supervision and evening and summer school positions during the school term. In addition, at the end of each term, a list of known vacancies for the forthcoming year shall be posted by District e-mail. Such notices shall be issued by the Superintendent and displayed in the faculty room or rooms in every school for a minimum of five (5) school days. All postings shall be sent to the Secretary of the Association and the President

of the Association.

2. Present employees who are desirous of a change in assignment or location will have the right of notifying the Administration through written communication. The Administration will maintain a file of such requests.

In addition, vacancies, occurring in supplemental contracts (Appendix C) shall also be posted by District e-mail and in the faculty room or rooms in every school for a minimum of five (5) days. Current members of the CBA will be given first consideration when filling athletic event positions.

C. Suspension Non-Disciplinary Demotions and School Closings.

1. If it should be necessary for the School District to close a school and/or reduce the number of bargaining unit members in any area of certification through a suspension or non-disciplinary demotion, it shall be done on a seniority basis.

The School District shall realign its professional staff using the straight-line method so that more senior employees are provided with the opportunity to fill positions for which they are certified, and which are being filled by less senior employees.

The School Board shall permit experienced staff with ten (10) or more years of service in an area of certification the option to delete any subject from their permanent certificate recorded with the Department of Education. Approved leaves of absence shall not constitute a break in service for the purpose of computing seniority for these purposes. Seniority shall continue to accrue during a suspension and all approved leaves of absence.

A professional employee who is on suspension or working part-time as a result of a non-disciplinary demotion shall be recalled in inverse order of seniority provided the employee is certified for the vacancy.

2. Properly certified regular full-time professional employees, on suspension, shall be given preference for all available substitute work.
3. Suspended employees acting as substitutes (excluding day-to-day subs) shall continue on the appropriate step and shall retain all accumulated benefits provided in this Agreement. Thereafter, the employee shall be credited on the salary schedule of the number of days employed during the school year. All such employees shall be hired for the duration of the leave of the professional employee.

**ARTICLE 19**  
**ADMINISTRATIVE AND ASSOCIATION MEETING**

The parties hereto shall conform to the meet and discuss provisions of Act 195. Said meet and discuss items shall be dealt with in a separate document which shall not be a part of this bargaining agreement and shall not be subject to the grievance procedure contained herein.

**ARTICLE 20**

## **MISCELLANEOUS**

- A. **Dispensing of Medication and Medical Functions.** No employee except a school nurse shall be required by the School District to dispense or administer medication or perform any other medical function.
- B. **Transportation of Students.** No employee covered by this Agreement shall be required to transport students to any school, school facility, or student's home.
- C. **Evaluation of Students.** The professional employee shall maintain the responsibility to determine grades and other evaluations of students.
- D. **Provisions for the Handicapped Student.** When a student is handicapped to the extent that special care is required and is assigned to an employee, the District shall provide prior instruction to the employee as to how to handle day-to-day and emergency situations involving the handicapped student.

### **ARTICLE 21**

#### **COMPLIANCE BETWEEN INDIVIDUAL CONTRACT AND MASTER AGREEMENT**

Any individual contract between the Board and an individual professional employee shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling except with prior written consent of the Association.

### **ARTICLE 22**

#### **SAVINGS CLAUSE**

Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the signing date of this Agreement, as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be applicable during the term of this Agreement. The School District agrees that it will make every effort within its financial limitations to operate and maintain an excellent educational system, and will, in relation to its professional staff covered by this Agreement, maintain the same or better terms and conditions of employment as have heretofore existed in the Shaler Area School District. The Board of School Directors, however, reserves the right to change the rules, regulations, and policies of the School District to meet the needs of the School District insofar as such changes involve managerial policy as defined in Section 702 of Act 195.

### **ARTICLE 23**

#### **NON-DISCRIMINATION**

It is the continuing policy of the School District and the Association that the provisions of this Agreement shall be applied to all employees without regard to race, color, religious creed, national origin, or sex. The representatives of the Association and the School District in all steps of the grievance procedure and in all dealings between the parties shall comply with this provision.

### **ARTICLE 24**

#### **SEVERABILITY**

In the event any Article or any part of any Article of this Agreement is held to be contrary to law and, therefore, void and unenforceable, such Article or part of Article shall be severed from this Agreement, along with any part of this Agreement affected by such severance, but the remainder of this Agreement shall continue in full force and effect.



**ARTICLE 25**  
**NOTICE**

Whenever any notice is required to be given by either party, pursuant to the provisions of this agreement, either party shall do so by telegram or registered letter to the following addresses:

Association:            Association President's Home Residence

Board:                    1800 Mt. Royal Boulevard  
                                  Glenshaw, PA 15116

**ARTICLE 26**  
**NEGOTIATIONS**

The School District and the Association state that this Agreement is the settlement of their negotiations conducted in full compliance with Act 195 and Act 88 and is their entire Agreement. Except as otherwise provided by Act 195 and Act 88, the School Code, or this Agreement, the School District and the Association agree that the only negotiations required during the term of this Agreement are those on a successor Agreement.

IN WITNESS WHEREOF, the School District has caused this Agreement to be signed by its President, attested by its Secretary, and sealed, and the Association has caused this Agreement to be signed by its President and Assistant Secretary, all of the day and year first above written.

SHALER AREA SCHOOL DISTRICT

By: \_\_\_\_\_  
President, Board of School Directors

Date: \_\_\_\_\_

WITNESS:

\_\_\_\_\_  
Board Secretary

Date: \_\_\_\_\_

SHALER AREA EDUCATION ASSOCIATION  
P.S.E.A. - N.E.A.

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
Vice President

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Vice President

Date: \_\_\_\_\_

**APPENDIX A**

**MAINTENANCE OF MEMBERSHIP**

CHECK ONE:

\_\_\_\_\_ I, the undersigned, authorize the Payroll Office of the Shaler Area School Board of Education to deduct from my pay the sum of the unified dues SAEA/PSEA/NEA in ten (10) equal consecutive monthly payments each year for the duration of the contract beginning with the October pay. If it becomes necessary for me to terminate my contract before all payments are made, the Payroll Officer shall deduct the balance due for the current year from the last issued check.

\_\_\_\_\_ I choose to pay my dues in one lump sum for the current school year. The President of the Association will notify the Payroll Officer of the Shaler Area Board of Education by September 30 whether the lump sum due has/has not been paid by that date. In the event it has not been paid, I authorize the Payroll Officer of the Shaler Area School Board of Education to deduct from my pay the sum of the unified dues of SAEA/PSEA/NEA from my October pay for the current year.

SIGNATURE \_\_\_\_\_

DATE: \_\_\_\_\_

## APPENDIX B

### 2022 – 2023 Salary Schedule

Steps	BACH	B+10	B+20	MAST	M+10	M+20	M+30	M+40	M+50	PhD
1	50,091	50,641	51,191	53,141	53,421	53,701	53,981	54,261	54,541	55,366
2	51,041	51,591	52,141	54,091	54,371	54,651	54,931	55,211	55,491	56,316
3	51,991	52,541	53,091	55,041	55,321	55,601	55,881	56,161	56,441	57,266
4	52,941	53,491	54,041	55,991	56,271	56,551	56,831	57,111	57,391	58,216
5	53,891	54,441	54,991	56,941	57,221	57,501	57,781	58,061	58,341	59,166
6	55,041	55,591	56,141	58,091	58,371	58,651	58,931	59,211	59,491	60,316
7	56,191	56,741	57,291	59,241	59,521	59,801	60,081	60,361	60,641	61,466
8	57,341	57,891	58,441	60,391	60,671	60,951	61,231	61,511	61,791	62,616
9	58,541	59,091	59,641	61,591	61,871	62,151	62,431	62,711	62,991	63,816
10	59,791	60,341	60,891	62,841	63,121	63,401	63,681	63,961	64,241	65,066
11	62,791	63,341	63,891	65,841	66,121	66,401	66,681	66,961	67,241	68,066
12	66,291	66,841	67,391	69,341	69,621	69,901	70,181	70,461	70,741	71,566
13	69,891	70,441	70,991	72,941	73,221	73,501	73,781	74,061	74,341	75,166
14	73,591	74,141	74,691	76,641	76,921	77,201	77,481	77,761	78,041	78,866
15	77,391	77,941	78,491	80,441	80,721	81,001	81,281	81,561	81,841	82,666
16	81,191	81,741	82,291	84,241	84,521	84,801	85,081	85,361	85,641	86,466
17	85,191	85,741	86,291	88,241	88,521	88,801	89,081	89,361	89,641	90,466
18	90,291	90,841	91,391	93,341	93,621	93,901	94,181	94,461	94,741	95,566
19	96,511	97,061	97,611	99,561	99,841	100,121	100,401	100,681	100,961	101,786

## 2023 – 2024 Salary Schedule

Steps	BACH	B+10	B+20	MAST	M+10	M+20	M+30	M+40	M+50	PhD
1	50,484	51,034	51,584	53,534	53,814	54,094	54,374	54,654	54,934	55,759
2	51,434	51,984	52,534	54,484	54,764	55,044	55,324	55,604	55,884	56,709
3	52,384	52,934	53,484	55,434	55,714	55,994	56,274	56,554	56,834	57,659
4	53,334	53,884	54,434	56,384	56,664	56,944	57,224	57,504	57,784	58,609
5	54,284	54,834	55,384	57,334	57,614	57,894	58,174	58,454	58,734	59,559
6	55,234	55,784	56,334	58,284	58,564	58,844	59,124	59,404	59,684	60,509
7	56,184	56,734	57,284	59,234	59,514	59,794	60,074	60,354	60,634	61,459
8	57,134	57,684	58,234	60,184	60,464	60,744	61,024	61,304	61,584	62,409
9	58,084	58,634	59,184	61,134	61,414	61,694	61,974	62,254	62,534	63,359
10	59,034	59,584	60,134	62,084	62,364	62,644	62,924	63,204	63,484	64,309
11	60,034	60,584	61,134	63,034	63,314	63,594	63,874	64,154	64,434	65,259
12	61,034	61,584	62,134	64,034	64,314	64,594	64,874	65,154	65,434	66,259
13	62,034	62,584	63,134	65,034	65,314	65,594	65,874	66,154	66,434	67,259
14	63,034	63,584	64,134	66,034	66,314	66,594	66,874	67,154	67,434	68,259
15	64,034	64,584	65,134	67,034	67,314	67,594	67,874	68,154	68,434	69,259
16	65,034	65,584	66,134	68,034	68,314	68,594	68,874	69,154	69,434	70,259
17	66,034	66,584	67,134	69,034	69,314	69,594	69,874	70,154	70,434	71,259
18	67,034	67,584	68,134	70,034	70,314	70,594	70,874	71,154	71,434	72,259
19	68,034	68,584	69,134	71,034	71,314	71,594	71,874	72,154	72,434	73,259

## 2024 – 2025 Salary Schedule

<b>Steps</b>	<b>BACH</b>	<b>B+10</b>	<b>B+20</b>	<b>MAST</b>	<b>M+10</b>	<b>M+20</b>	<b>M+30</b>	<b>M+40</b>	<b>M+50</b>	<b>PhD</b>
1	51,003	51,553	52,103	54,053	54,333	54,613	54,893	55,173	55,453	56,278
2	51,953	52,503	53,053	55,003	55,283	55,563	55,843	56,123	56,403	57,228
3	52,903	53,453	54,003	55,953	56,233	56,513	56,793	57,073	57,353	58,178
4	53,853	54,403	54,953	56,903	57,183	57,463	57,743	58,023	58,303	59,128
5	54,803	55,353	55,903	57,853	58,133	58,413	58,693	58,973	59,253	60,078
6	55,903	56,453	57,003	58,953	59,233	59,513	59,793	60,073	60,353	61,178
7	57,003	57,553	58,103	60,053	60,333	60,613	60,893	61,173	61,453	62,278
8	58,103	58,653	59,203	61,153	61,433	61,713	61,993	62,273	62,553	63,378
9	59,303	59,853	60,403	62,353	62,633	62,913	63,193	63,473	63,753	64,578
10	60,503	61,053	61,603	63,553	63,833	64,113	64,393	64,673	64,953	65,778
11	63,503	64,053	64,603	66,553	66,833	67,113	67,393	67,673	67,953	68,778
12	67,003	67,553	68,103	70,053	70,333	70,613	70,893	71,173	71,453	72,278
13	70,603	71,153	71,703	73,653	73,933	74,213	74,493	74,773	75,053	75,878
14	74,303	74,853	75,403	77,353	77,633	77,913	78,193	78,473	78,753	79,578
15	78,103	78,653	79,203	81,153	81,433	81,713	81,993	82,273	82,553	83,378
16	82,163	82,713	83,263	85,213	85,493	85,773	86,053	86,333	86,613	87,438
17	88,263	88,813	89,363	91,313	91,593	91,873	92,153	92,433	92,713	93,538
18	94,413	94,963	95,513	97,463	97,743	98,023	98,303	98,583	98,863	99,688
19	100,563	101,113	101,663	103,613	103,893	104,173	104,453	104,733	105,013	105,838

## 2025 – 2026 Salary Schedule

<b>Steps</b>	<b>BACH</b>	<b>B+10</b>	<b>B+20</b>	<b>MAST</b>	<b>M+10</b>	<b>M+20</b>	<b>M+30</b>	<b>M+40</b>	<b>M+50</b>	<b>PhD</b>
<b>1</b>	53,531	54,081	54,631	56,581	56,881	57,181	57,481	57,781	58,081	58,906
<b>2</b>	54,531	55,081	55,631	57,581	57,881	58,181	58,481	58,781	59,081	59,906
<b>3</b>	55,531	56,081	56,631	58,581	58,881	59,181	59,481	59,781	60,081	60,906
<b>4</b>	56,531	57,081	57,631	59,581	59,881	60,181	60,481	60,781	61,081	61,906
<b>5</b>	57,531	58,081	58,631	60,581	60,881	61,181	61,481	61,781	62,081	62,906
<b>6</b>	58,531	59,081	59,631	61,581	61,881	62,181	62,481	62,781	63,081	63,906
<b>7</b>	59,531	60,081	60,631	62,581	62,881	63,181	63,481	63,781	64,081	64,906
<b>8</b>	60,531	61,081	61,631	63,581	63,881	64,181	64,481	64,781	65,081	65,906
<b>9</b>	61,531	62,081	62,631	64,581	64,881	65,181	65,481	65,781	66,081	66,906
<b>10</b>	62,531	63,081	63,631	65,581	65,881	66,181	66,481	66,781	67,081	67,906
<b>11</b>	65,531	66,081	66,631	68,581	68,881	69,181	69,481	69,781	70,081	70,906
<b>12</b>	69,031	69,581	70,131	72,081	72,381	72,681	72,981	73,281	73,581	74,406
<b>13</b>	72,531	73,081	73,631	75,581	75,881	76,181	76,481	76,781	77,081	77,906
<b>14</b>	76,031	76,581	77,131	79,081	79,381	79,681	79,981	80,281	80,581	81,406
<b>15</b>	79,531	80,081	80,631	82,581	82,881	83,181	83,481	83,781	84,081	84,906
<b>16</b>	85,031	85,581	86,131	88,081	88,381	88,681	88,981	89,281	89,581	90,406
<b>17</b>	90,831	91,381	91,931	93,881	94,181	94,481	94,781	95,081	95,381	96,206
<b>18</b>	96,631	97,181	97,731	99,681	99,981	100,281	100,581	100,881	101,181	102,006
<b>19</b>	102,589	103,139	103,689	105,639	105,939	106,239	106,539	106,839	107,139	107,964

## 2026 – 2027 Salary Schedule

<b>Steps</b>	<b>BACH</b>	<b>B+10</b>	<b>B+20</b>	<b>MAST</b>	<b>M+10</b>	<b>M+20</b>	<b>M+30</b>	<b>M+40</b>	<b>M+50</b>	<b>PhD</b>
1	54,832	55,382	55,932	57,882	58,182	58,482	58,782	59,082	59,382	60,207
2	56,132	56,682	57,232	59,182	59,482	59,782	60,082	60,382	60,682	61,507
3	57,432	57,982	58,532	60,482	60,782	61,082	61,382	61,682	61,982	62,807
4	58,732	59,282	59,832	61,782	62,082	62,382	62,682	62,982	63,282	64,107
5	60,032	60,582	61,132	63,082	63,382	63,682	63,982	64,282	64,582	65,407
6	61,357	61,907	62,457	64,407	64,707	65,007	65,307	65,607	65,907	66,732
7	62,681	63,231	63,781	65,731	66,031	66,331	66,631	66,931	67,231	68,056
8	64,014	64,564	65,114	67,064	67,364	67,664	67,964	68,264	68,564	69,389
9	65,564	66,114	66,664	68,614	68,914	69,214	69,514	69,814	70,114	70,939
10	67,564	68,114	68,664	70,614	70,914	71,214	71,514	71,814	72,114	72,939
11	70,314	70,864	71,414	73,364	73,664	73,964	74,264	74,564	74,864	75,689
12	73,314	73,864	74,414	76,364	76,664	76,964	77,264	77,564	77,864	78,689
13	76,314	76,864	77,414	79,364	79,664	79,964	80,264	80,564	80,864	81,689
14	79,314	79,864	80,414	82,364	82,664	82,964	83,264	83,564	83,864	84,689
15	82,614	83,164	83,714	85,664	85,964	86,264	86,564	86,864	87,164	87,989
16	88,114	88,664	89,214	91,164	91,464	91,764	92,064	92,364	92,664	93,489
17	93,614	94,164	94,714	96,664	96,964	97,264	97,564	97,864	98,164	98,989
18	99,114	99,664	100,214	102,164	102,464	102,764	103,064	103,364	103,664	104,489
19	104,615	105,165	105,715	107,665	107,965	108,265	108,565	108,865	109,165	109,990



**APPENDIX C**

**SHALER AREA SCHOOL DISTRICT  
Supplemental Contract Salaries  
for 2022-23 through 2026-27**

<b>Activity</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
<b>Athletic Events (per game)</b>					
Ticket Sellers	\$55	\$55	\$56	\$56	\$57
Ticket Takers	\$48	\$49	\$49	\$50	\$50
Chain Gang	\$55	\$55	\$56	\$56	\$57
Score Keeper	\$55	\$55	\$56	\$56	\$57
Photographer	\$64	\$64	\$65	\$66	\$66
Timer	\$55	\$55	\$56	\$56	\$57
Statistician	\$55	\$55	\$56	\$56	\$57
Usher/Crowd Control	\$48	\$49	\$49	\$50	\$50
Announcer	\$55	\$55	\$56	\$56	\$57
Scout	Maximum Meal Allowance per SASD Policy 625				
<b>Baseball (Spring)</b>			1.00%		
Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Head JV	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Assistant JV	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Head 9th	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Assistant 9th	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Head 8th	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Assistant 8th	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090
<b>Basketball (Winter)</b>					
Boys Head Varsity	\$9,567	\$9,662	\$9,759	\$9,857	\$9,955
Boys Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Boys JV	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Boys 9th Assistant	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Boys 7-8 Assistant	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Boys 7-8 Assistant	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Girls Head Varsity	\$9,567	\$9,662	\$9,759	\$9,857	\$9,955
Girls Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Girls JV	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Girls 9th Assistant	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Girls 7-8 Assistant (Fall)	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Girls 7-8 Assistant (Fall)	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
<b>Bowling (Winter)</b>					
Boys Head Varsity	\$3,706	\$3,743	\$3,780	\$3,818	\$3,856
Girls Head Varsity	\$3,706	\$3,743	\$3,780	\$3,818	\$3,856

**Cross Country (Fall)**

Boys/Girls Head Varsity	\$5,012	\$5,062	\$5,112	\$5,163	\$5,215
Assistant 9-10	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090
Assistant 7-8	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090

**Faculty Manager (Fall to Spring)**

9-12	\$5,920	\$5,979	\$6,039	\$6,099	\$6,160
7-8	\$5,506	\$5,561	\$5,616	\$5,672	\$5,729

**Football (Fall)**

Head Varsity	\$9,567	\$9,662	\$9,759	\$9,857	\$9,955
Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant Varsity	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant JV	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant JV	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Head 9th	\$5,966	\$6,026	\$6,086	\$6,147	\$6,208
Assistant 9th	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Assistant 9th	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Assistant 7-8 (Head)	\$5,132	\$5,183	\$5,235	\$5,287	\$5,340
Assistant 7-8	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Assistant 7-8	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212
Assistant 7-8	\$4,048	\$4,089	\$4,129	\$4,171	\$4,212

**Golf (Fall)**

Girls Head Varsity	\$3,706	\$3,743	\$3,780	\$3,818	\$3,856
Boys Head Varsity	\$3,706	\$3,743	\$3,780	\$3,818	\$3,856
Assistant Varsity/Girls	\$2,224	\$2,246	\$2,269	\$2,291	\$2,314
Assistant Varsity/Boys	\$2,224	\$2,246	\$2,269	\$2,291	\$2,314

**LaCrosse (Spring)**

Girls Head Varsity	\$6,408	\$6,473	\$6,537	\$6,603	\$6,669
Girls Varsity Assistant	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882
Girls JV	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882
Boys Head Varsity	\$6,408	\$6,473	\$6,537	\$6,603	\$6,669
Boys JV	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882
Boys JV	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882

**Soccer (Fall)**

Boys Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Boys JV	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Boys 7-8-9	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Boys 7-8-9	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Girls Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Girls JV	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Girls 7-8-9	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Girls 7-8-9	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036

**Softball (Spring)**

Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Head JV	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Assistant JV	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Head 9th	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Assistant 9th	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Head 7-8	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Assistant 7-8	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481

**Swimming (Winter)**

Boys/Girls Head Varsity	\$9,199	\$9,291	\$9,384	\$9,478	\$9,573
Boys Assistant	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882
Girls Assistant	\$3,731	\$3,768	\$3,806	\$3,844	\$3,882

**Tennis (Spring)**

Boys Head Varsity	\$4,808	\$4,856	\$4,904	\$4,953	\$5,003
Boys Assistant	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090
Girls Head Varsity (Fall)	\$4,808	\$4,856	\$4,904	\$4,953	\$5,003
Girls Assistant (Fall)	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090

**Track (Spring)**

Boys Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Boys Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Boys Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Boys/Girls Head 7-8-9	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Boys/Girls Assistant 7-8-9	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys/Girls Assistant 7-8-9	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys/Girls Assistant 7-8-9	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys/Girls Assistant 7-8-9	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Girls Head Varsity	\$6,664	\$6,731	\$6,798	\$6,866	\$6,935
Girls Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036
Girls Assistant Varsity	\$3,878	\$3,917	\$3,956	\$3,996	\$4,036

**Volleyball (Spring)**

Boys Head Varsity	\$5,347	\$5,400	\$5,454	\$5,509	\$5,564
Boys Assistant Varsity	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys Assistant Varsity	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys 9th	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Boys 7-8	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090
Girls Head Varsity (Fall)	\$5,347	\$5,400	\$5,454	\$5,509	\$5,564
Girls Assistant Varsity (Fall)	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Girls Assistant Varsity (Fall)	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Girls 9th	\$3,345	\$3,379	\$3,412	\$3,446	\$3,481
Girls 7-8	\$2,969	\$2,999	\$3,029	\$3,059	\$3,090

**Wrestling (Winter)**

Head Varsity	\$9,199	\$9,291	\$9,384	\$9,478	\$9,573
Assistant Varsity	\$5,739	\$5,796	\$5,854	\$5,913	\$5,972

Head 7-8-9	\$5,739	\$5,796	\$5,854	\$5,913	\$5,972
Assistant 7-8-9	\$3,893	\$3,931	\$3,971	\$4,010	\$4,051
Academic Team Leaders	\$1,175	\$1,186	\$1,198	\$1,210	\$1,222
<b>Audio Visual</b>					
9-12	\$5,801	\$5,859	\$5,918	\$5,977	\$6,037
7-8	\$5,300	\$5,353	\$5,407	\$5,461	\$5,516
4-6	\$5,300	\$5,353	\$5,407	\$5,461	\$5,516
Video Media Specialist	\$5,801	\$5,859	\$5,918	\$5,977	\$6,037
<b>Activities Director</b>					
9-12	\$8,563	\$8,648	\$8,735	\$8,822	\$8,910
9-12 Assistant	\$2,829	\$2,857	\$2,886	\$2,915	\$2,944
7-8	\$7,216	\$7,289	\$7,362	\$7,435	\$7,509
7-8 Assistant	\$2,549	\$2,575	\$2,600	\$2,626	\$2,653
4-6	\$7,216	\$7,289	\$7,362	\$7,435	\$7,509
4-6 Assistant	\$2,549	\$2,575	\$2,600	\$2,626	\$2,653
<b>Band</b>					
Concert Directors 9-12	\$1,603	\$1,619	\$1,635	\$1,651	\$1,668
Concert Directors 7-8	\$1,603	\$1,619	\$1,635	\$1,651	\$1,668
Concert Directors 4-6	\$1,603	\$1,619	\$1,635	\$1,651	\$1,668
Primary per event	\$250	\$253	\$256	\$258	\$261
Camp Assistant	\$1,703	\$1,720	\$1,737	\$1,754	\$1,772
Director Assistant	\$2,231	\$2,253	\$2,276	\$2,299	\$2,322
Marching Band Director	\$8,061	\$8,141	\$8,223	\$8,305	\$8,388
Percussion instructor	\$1,703	\$1,720	\$1,737	\$1,754	\$1,772
Stage Band Director	\$780	\$788	\$795	\$803	\$811
Color Guard/Silk Line	\$2,365	\$2,389	\$2,413	\$2,437	\$2,461
Dance Team	\$2,365	\$2,389	\$2,413	\$2,437	\$2,461
Majorettes	\$2,365	\$2,389	\$2,413	\$2,437	\$2,461
Chaperones	\$48	\$49	\$49	\$50	\$50
<b>Cheerleaders</b>					
Varsity	\$5,108	\$5,159	\$5,210	\$5,262	\$5,315
JV	\$4,060	\$4,101	\$4,142	\$4,183	\$4,225
9th	\$3,689	\$3,725	\$3,763	\$3,800	\$3,838
8th	\$3,689	\$3,725	\$3,763	\$3,800	\$3,838
7th	\$3,689	\$3,725	\$3,763	\$3,800	\$3,838
<b>Choral</b>					
Concert Director 9-12	\$1,511	\$1,526	\$1,541	\$1,557	\$1,572
Concert Director 7-8	\$1,135	\$1,147	\$1,158	\$1,170	\$1,181
Concert Director 4-6	\$1,135	\$1,147	\$1,158	\$1,170	\$1,181
Primary per event	\$250	\$253	\$256	\$258	\$261

**Class Sponsor**

Senior	\$1,987	\$2,007	\$2,027	\$2,047	\$2,067
Junior	\$1,322	\$1,335	\$1,349	\$1,362	\$1,376
Sophomore	\$796	\$804	\$812	\$820	\$828
Freshman	\$796	\$804	\$812	\$820	\$828

**Clubs**

(All Schools: 1 1/4 hrs./session; max 15 sessions)

	\$57	\$57	\$58	\$58	\$59
--	------	------	------	------	------

## Concession Stand

	\$237	\$240	\$242	\$245	\$247
--	-------	-------	-------	-------	-------

## Assistant

	\$150	\$152	\$154	\$155	\$157
--	-------	-------	-------	-------	-------

**Commencement**

Program Coordinator	\$319	\$322	\$326	\$329	\$332
---------------------	-------	-------	-------	-------	-------

Speaker Coordinator	\$319	\$322	\$326	\$329	\$332
---------------------	-------	-------	-------	-------	-------

Chaperones	\$48	\$49	\$49	\$50	\$50
------------	------	------	------	------	------

**Coordinators**

Building Theme 7-8	\$1,015	\$1,025	\$1,035	\$1,046	\$1,056
--------------------	---------	---------	---------	---------	---------

Building Theme 4-6	\$1,015	\$1,025	\$1,035	\$1,046	\$1,056
--------------------	---------	---------	---------	---------	---------

International Week	\$665	\$671	\$678	\$685	\$692
--------------------	-------	-------	-------	-------	-------

Ind. Fin Art Show	\$665	\$671	\$678	\$685	\$692
-------------------	-------	-------	-------	-------	-------

Homecoming	\$665	\$671	\$678	\$685	\$692
------------	-------	-------	-------	-------	-------

Veterans Week	\$665	\$671	\$678	\$685	\$692
---------------	-------	-------	-------	-------	-------

Arts Week	\$665	\$671	\$678	\$685	\$692
-----------	-------	-------	-------	-------	-------

Primary Art Show	\$250	\$253	\$256	\$258	\$261
------------------	-------	-------	-------	-------	-------

Authors' Tea (Primary)	\$250	\$253	\$256	\$258	\$261
------------------------	-------	-------	-------	-------	-------

Student Council 7-8	\$665	\$671	\$678	\$685	\$692
---------------------	-------	-------	-------	-------	-------

**Building Support (Coaches )**

<b>(2 per Primary Bldg.)</b>	\$1,988	\$2,008	\$2,028	\$2,048	\$2,068
------------------------------	---------	---------	---------	---------	---------

Hourly Rate (Summer)	\$35	\$35	\$35	\$35	\$35
----------------------	------	------	------	------	------

**Dept. Heads/Subject Area Specific****Grade Level Chairs (K-3)**

0-10 Teachers	\$2,374	\$2,397	\$2,421	\$2,445	\$2,470
---------------	---------	---------	---------	---------	---------

11-20 Teachers	\$2,613	\$2,639	\$2,665	\$2,692	\$2,719
----------------	---------	---------	---------	---------	---------

21+ Teachers	\$2,851	\$2,880	\$2,909	\$2,938	\$2,967
--------------	---------	---------	---------	---------	---------

Summer Hourly Rate	\$35	\$35	\$35	\$35	\$35
--------------------	------	------	------	------	------

**Dramatics**

School Play 9-12	\$1,987	\$2,007	\$2,027	\$2,047	\$2,067
------------------	---------	---------	---------	---------	---------

School Play 7-8	\$1,938	\$1,958	\$1,977	\$1,997	\$2,017
-----------------	---------	---------	---------	---------	---------

School Play 4-6	\$1,938	\$1,958	\$1,977	\$1,997	\$2,017
-----------------	---------	---------	---------	---------	---------

**Intramurals**

(All schools: 1 1/4hrs./session;max 15 sessions)

	\$57	\$57	\$58	\$58	\$59
--	------	------	------	------	------

Mentor/Support	\$829	\$838	\$846	\$854	\$863
<b>Musicals</b>					
9-12 (Director)	\$1,987	\$2,007	\$2,027	\$2,047	\$2,067
9-12 Assistant (Choreographer)	\$1,039	\$1,050	\$1,060	\$1,071	\$1,081
9-12 Assistant (Pit Band Conductor)	\$1,039	\$1,050	\$1,060	\$1,071	\$1,081
9-12 Assistant (Technical Director)	\$1,039	\$1,050	\$1,060	\$1,071	\$1,081
9-12 Assistant (Set Director)	\$1,039	\$1,050	\$1,060	\$1,071	\$1,081
9-12 Assistant (Vocal Coach)	\$1,039	\$1,050	\$1,060	\$1,071	\$1,081
7-8	\$1,562	\$1,578	\$1,594	\$1,610	\$1,626
4-6	\$1,562	\$1,578	\$1,594	\$1,610	\$1,626
<b>Publications</b>					
Newspaper 9-12	\$1,437	\$1,452	\$1,466	\$1,481	\$1,496
Newspaper 7-8	\$1,437	\$1,452	\$1,466	\$1,481	\$1,496
Newspaper 4-6	\$1,437	\$1,452	\$1,466	\$1,481	\$1,496
Yearbook 9-12	\$5,108	\$5,159	\$5,210	\$5,262	\$5,315
Yearbook Assistant 9-12	\$2,183	\$2,204	\$2,226	\$2,249	\$2,271
Yearbook Assistant 9-12	\$2,183	\$2,204	\$2,226	\$2,249	\$2,271
Yearbook 7-8	\$4,253	\$4,296	\$4,339	\$4,382	\$4,426
Memory Book 4-6	\$4,253	\$4,296	\$4,339	\$4,382	\$4,426
<b>Stage Managers</b>					
9-12	\$3,106	\$3,137	\$3,168	\$3,200	\$3,232
7-8	\$2,387	\$2,410	\$2,435	\$2,459	\$2,484
4-6	\$2,387	\$2,410	\$2,435	\$2,459	\$2,484
<b>Strings</b>					
Concert Directors 9-12	\$1,603	\$1,619	\$1,635	\$1,651	\$1,668
Concert Directors 7-8	\$1,135	\$1,147	\$1,158	\$1,170	\$1,181
Concert Directors 4-6	\$1,135	\$1,147	\$1,158	\$1,170	\$1,181
<b>Student Store Manager</b>					
9-12	\$1,092	\$1,103	\$1,114	\$1,125	\$1,136
7-8	\$1,092	\$1,103	\$1,114	\$1,125	\$1,136
4-6	\$1,092	\$1,103	\$1,114	\$1,125	\$1,136
<b>Talent Show</b>					
9-12	\$1,701	\$1,718	\$1,735	\$1,752	\$1,770
7-8	\$1,518	\$1,533	\$1,549	\$1,564	\$1,580
4-6	\$1,518	\$1,533	\$1,549	\$1,564	\$1,580
K-3	\$250	\$253	\$256	\$258	\$261
<b>Technology Support</b>					
9-12	\$5,801	\$5,859	\$5,918	\$5,977	\$6,037
7-8	\$5,801	\$5,859	\$5,918	\$5,977	\$6,037
4-6	\$5,801	\$5,859	\$5,918	\$5,977	\$6,037

Technology & Instruction (K-3)	\$1,628	\$1,644	\$1,661	\$1,677	\$1,694
--------------------------------	---------	---------	---------	---------	---------

---

Extended season compensation proposal for athletic coaches and coaches and activity sponsors:	\$325	\$328	\$332	\$335	\$338
---	-------	-------	-------	-------	-------

---

**APPENDIX D**

**Shaler Area School District  
Application Sick Leave Bank Days Benefit**

To: Sick Leave Bank Committee  
From: (Include Name, Position & Building)  
Subject: Sick Leave Bank Benefits  
Date:

I am requesting that I be granted sick leave days from the Sick Leave Bank as established by Article XIII, Section F of the negotiated agreement between the Shaler Area School District and the Shaler Area Education Association.

I am requesting that the sick leave days from the Sick Leave Bank begin on \_\_\_\_\_, and I estimate a return back to work on \_\_\_\_\_(date).

By submitting and signing this application, I attest to the following:

- I shall have exhausted all my accumulated sick leave days by the date for which I am applying for Sick Leave Bank days.
- I am suffering from a serious, long-term illness or disability which precludes my attending work.
- I have submitted, with this application, a physician’s statement verifying the seriousness of my illness or disability and attesting to my inability to return to work.
- I agree to accept the decision of the Sick Leave Bank Committee to be final and binding.

\_\_\_\_\_  
Employee’s Signature

\_\_\_\_\_  
Date



**APPENDIX E**

**Shaler Area School District  
Application Sick Leave Bank Days Donation**

To: Sick Leave Committee  
From: (Include Name, Position & Building)  
Subject: Sick Leave Bank Donation  
Date:

I am hereby donating one of my accumulated sick leave days to the Sick Leave Bank for \_\_\_\_\_ of the Shaler Area School District. This donation complies with Article \_\_\_\_\_, Section \_\_\_\_\_ of the negotiated agreement between the Shaler Area School District and the Shaler Area Education Association.

Donations of sick leave shall be on a voluntary basis and must be made within ten (10) working days of the date of the email/posting.

I understand that the President of the Shaler Area Education Association and his/her designee shall conduct a random drawing to determine the rank order of the names of the employees donating sick leave days to the Sick Leave Bank.

I am aware that those employees, who donate sick leave days to the Sick Leave Bank, and whose days are not used, shall not have these sick days subtracted from their accumulated sick leave total.

I understand that there shall be no limit on the number of times an eligible employee donates one day of his/her accumulated sick leave to the Sick Leave Bank.

\_\_\_\_\_  
Employee Signature