



Collective Bargaining Agreement

July 1, 2016

to

June 30, 2020

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1 **AGREEMENT**

2
3 This Agreement, is made and entered into, by and between the Warwick School District,
4 Lititz, Lancaster County, Pennsylvania (hereinafter called the “District”) and the Warwick
5 Education Association, (hereinafter called the “Association”)
6

7 WITNESSETH THAT:

8 The District and the Association, for and in consideration of the mutual promises
9 contained herein, and intending to be legally bound hereby, covenant and agree, as follows:

10 **ARTICLE I. RECOGNITION**

11 The Warwick Education Association is hereby recognized by the District as the exclusive
12 bargaining representative for those professional employees of the District, as certified and
13 determined by the Pennsylvania Labor Relations Board under the provisions of the Act of the
14 General Assembly of Pennsylvania, No. 195, cited as the “Public Employee Relations Act.” In
15 addition, both parties recognize the requirements as set forth in Act 88 of 1992.

16 This Pennsylvania Labor Relations Board certification, PERA-R-597-C, dated June 17,
17 1971, and amended by PERA-U-08-290-E on August 22, 2008, defines the collective bargaining
18 unit as classroom teachers, school nurses, school counselors, librarians and long-term substitute
19 teachers, but excludes all department heads, Coordinator of Alternative Learning Programs,
20 Coordinator of Elementary Student Services, Coordinator of Secondary Student Services,
21 Director of Assessment, Director of Technology, Assistant Director of Technology, Elementary
22 Technology Coordinator, Secondary Technology Coordinator and any other supervisors or
23 confidential employees. Long-term substitutes are defined as those individuals substituting
24 continuously for one semester or more during a school year. All fringe benefits will be given to
25 long-term substitutes except graduate tuition reimbursement.

26 The Board and the Association also recognize the positions of Athletic Trainer, Directors
27 of Athletics, Adult Education, Psychological Services and Programs for Exceptional Children
28 provided by the IU13 or other outside agency, audiovisual coordinator and all non-instructional
29 (non-professional) staff are excluded from the collective bargaining unit.

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

33 **ARTICLE II. DEFINITIONS**

34 The following definitions are applicable as used in this Agreement:

- 35 1. The “*School Board*,” or “*Board*,” shall mean the Board of School Directors of the
36 Warwick School District.
- 37 2. The “*Collective Bargaining Unit*,” or “*Unit*,” shall mean those professional
38 employees of the District as certified and determined by the Pennsylvania Labor
39 Relations Board, under the provisions of the Public Employee Relations Act (Act
40 195), together with the exceptions as provided in lines 18 to 27 of Article I above.
- 41 3. “*Professional Employee*” shall mean those employees of the District included in
42 the Collective Bargaining Unit.
- 43 4. “*Full-time Professional Employee*” shall be those professional employees who
44 work an appointed fraction of seventy-one percent (71%) [twenty-five (25) hours
45 per week] or more of a full-time schedule.

46 **ARTICLE III. PROFESSIONAL EMPLOYEE WORK YEAR**

47 **A. Contracted Days**

48 Professional employees, except those specifically listed below, under the terms of this
49 Agreement, shall be obligated to a work year consisting of one hundred eighty-nine (189) work
50 days. School counselors at the high school shall be obligated to a work year consisting of two
51 hundred (200) work days. School psychologists, school counselors at the elementary and middle
52 school level, school nurses, librarians, education consultants, learning facilitators, staff
53 development specialists, and technology coordinators, shall be obligated to a work year
54 consisting of one hundred ninety-four (194) work days. The dates for days worked outside of the
55 board-adopted school calendar shall be approved by the Superintendent. Those days in excess of
56 189 days, as specified in paragraph A, shall be compensated at the individual's respective per
57 diem rate (annual base salary divided by 189 work days).

58 **B. School Calendar**

59 The first student day shall not be prior to Labor Day. There shall be no required
60 attendance days prior to the Labor Day holiday, except as specified in paragraphs C and D
61 below. In addition, there shall be no required work, except as specified in paragraph D below,
62 on the following days: Friday prior to Labor Day, Labor Day, Thanksgiving Day, Thanksgiving
63 Friday, Christmas Eve Day through New Year's Day, President's Day, the Friday prior to Easter,
64 the Monday after Easter, and Memorial Day.

65 **C. Preparation and Staff Development Days**

66 The contract shall provide for two (2) days of the week prior to Labor Day, selected from
67 Tuesday, Wednesday or Thursday, which shall be used for staff development, district-wide
68 staff/building faculty/department or grade-level meetings. Such meetings and agenda shall be
69 designated and scheduled at the discretion of the Superintendent and the date of the meetings
70 shall be scheduled and communicated with professional employees prior to the last day of the
71 preceding school year.

72 By mutual agreement between the Administration and the Association, an additional one
73 half (1/2) day may be scheduled for room preparation. All professional employees shall be
74 granted a preparation day between the first and second semesters.

75 **D. Orientation**

76 An orientation program for professional employees new to the District, consisting of not
77 more than two (2) additional days, will be available to new employees of the District prior to
78 Labor Day. Those who participate will be paid at their per diem rate not to exceed a sum of one
79 hundred twenty-five dollars (\$125.00).

80 **E. Summer Trade-Off Day / Flex Day**

81 For each year of the Collective Bargaining Agreement, a flexible summer work schedule
82 shall be adopted in exchange for one (1) of the 189 contracted days to allow for in-house
83 professional development and growth opportunities for all temporary professional and
84 professional employees. Said employees interested in this option shall participate in District-
85 sponsored in-service activities on the dates offered by the District.

86

87 In exchange for working said day over the summer months, each employee shall receive one (1)
88 day of compensatory release time during the subsequent school year. The day of release time
89 shall be determined by the Superintendent of Schools in consultation with the Association.

90
91 In the event an employee fails to complete summer in-service training/workshops equivalent to
92 one (1) of his/her 189 contracted work days for any particular contract year of this Agreement
93 over the summer months immediately preceding the start of a school term, said employee shall
94 be required, at the sole discretion of the Superintendent, to work on the day designated as release
95 time or receive a deduction of one (1) day's wages at the employee's per diem rate coinciding
96 with the day specifically designated as release time in the school calendar.

97 **ARTICLE IV. PROFESSIONAL WORKING DAY**

98 The work day for which professional employees will receive compensation as base salary
99 herein shall consist of that period of time, beginning with the time the professional employees
100 are required to report for duty and continuing until the professional employees are released from
101 duty and shall include all other professional obligations specified under the terms of this
102 Agreement.

103 **A. Length of Day**

104 The work day for professional employees assigned to secondary and elementary schools
105 shall not exceed seven (7) hours and ten (10) minutes consecutively, excluding a thirty (30)
106 minute lunch period. The work day for itinerant professional employees shall be that of the
107 elementary or secondary school to which the employee is assigned for administrative purposes.
108 Elementary-level professional employees shall be on duty at assigned stations in their respective
109 buildings ten (10) minutes prior to the official opening time of the building. Secondary-level
110 professional employees shall be on duty at assigned stations in their respective buildings fifteen
111 (15) minutes prior to the official opening time of the building.

112 **B. Delayed Opening**

113 In the event of a delayed opening of the schools, professional employees shall be on duty
114 at assigned stations in their respective buildings fifteen (15) minutes prior to the publicly
115 announced time of the opening of the schools.

116 **C. Early Dismissal**

117 In the event of an early dismissal for inclement weather or other emergency, professional
118 employees may leave their respective buildings following the dismissal of students. As a means
119 to help ensure an orderly dismissal procedure during inclement weather or other emergency,
120 professional employees shall remain fifteen (15) minutes after the dismissal of students.

121 **D. Daily Preparation Time**

122 Each professional employee shall be entitled to daily preparation time. Administrators
123 shall make every effort to render this preparation time free from interruption.

- 124 1. At the elementary level, classroom teachers shall be entitled to thirty (30)
125 consecutive minutes of preparation time during the student day.
- 126 2. At the secondary level, classroom teachers shall be entitled to a daily preparation
127 period, during the student day, equal to the length of the longest possible student
128 period with the exception of the extended lunch periods or by the request of a
129 teacher due to special circumstances.
- 130 3. Professional employees who are not assigned an instructional classroom shall be
131 entitled to thirty (30) consecutive minutes of preparation time during the
132 professional workday.

133 **E. Professional Obligations**

134 In addition to the professional employee workday as defined above, the employee's
135 duties shall include professional obligations such as parent-teacher conferences, Open House,
136 Back-to-School Night (BTSN), special help for pupils, and grade level and department meetings.
137 Grade level or department meetings that are scheduled beyond the regular work day will not
138 exceed a total of five (5) meetings for each professional employee during the school year and
139 shall not exceed one and one-half hours beyond the normal contract day. When administratively
140 feasible, two (2) days' advance notice will be given to professional employees about meetings or
141 conferences which will be held on work days after students have departed.

142 Any professional employee required to attend more than one (1) Back-to-School Night or
143 more than one (1) Open House because of having multiple building assignments shall be
144 compensated for each additional Back-to-School Night and each additional Open House beyond
145 the one of each that is normally required of all professional employees at the Curriculum Rate set

146 forth in Article X, Section F of this Agreement. Back-to-School Nights (BTSN), Open House
 147 and parent-teacher conferences shall follow the parameters outlined in the chart below.

148

Event	Time of Event	Time Outside Contracted Day	Time Compensated
Elementary BTSN	2 hours	2 hours	Tuesday of Elementary Conferences start at 10:00 a.m.
Monday Elementary Conferences	3:20 p.m.-7:20 p.m. (3:20 p.m.-4:00 p.m. is your time to eat/prep- flexible through the evening if you want to schedule conferences right away. Basically 40 minutes of prep time) Flexible end time based upon parent conference request. No conferences later than 8:00 p.m.	4 hours after contracted day. 3 hours 20 minutes of conferences. 10 conference slots.	Wednesday before Thanksgiving is a day off.
Tuesday Elementary Conferences	10:00 a.m.-6:20 p.m. (1 hour for lunch and planning, flexible with your schedule) Flexible start and end time based upon parent conference request	8 hour 20 minute work day, 7 hours and 20 minutes of conferences. 22 conference slots.	Wednesday before Thanksgiving is a day off.
Elementary Open House	2 hours	2 hours	A two-hour early leave on the mid-semester floating in-service or a two-hour early leave on the last teacher day. If a teacher does not attend Open House due to approved leave, then that teacher would owe that time if s/he took the compensated time prior to the Open House or forfeit the compensated time after the Open House.
10 hours and 40 minutes of conference time. 32 slots with flexibility for times the week before and the week after the designated conference days. Teachers can count conference time outside of the contracted day for meetings held the week before and the week after the designated conference days.			
Secondary BTSN	2 hours	2 hours	Shortened in-service day by 2 hours on the Wednesday before Thanksgiving. (If a teacher does not attend BTSN then that teacher forfeits the compensated time.)

149

150 **F. End of Day**

151 Professional employees may leave prior to the end of the student day and/or the
152 scheduled teacher day with prior approval and arrangement with their building principal. Such
153 occurrences shall not exceed four (4) per year, will not be cumulative and time will not need to
154 be made up by the employee. It is understood that this early leave for elementary staff may
155 occur any time after the 2:30 p.m. departure of students, subject to prior approval and the
156 limitations above. For secondary staff, early leave may occur any time after the last class period
157 of the day begins, subject to prior approval and the limitations above.

158 **G. Teacher Testing**

159 The School District agrees that teacher testing, as mandated by the Commonwealth of
160 Pennsylvania, shall be administered during the regular teacher work day whenever possible.

161 **ARTICLE V. OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

162 **A. Professional Employee Preparation**

163 The professional employee shall, on all occasions, prepare complete and appropriate
164 lesson plans, seating charts, and other required preparation for teaching. These lesson plans and
165 seating charts shall be available to permit substitute teachers to function effectively in the
166 classroom.

167 **B. Leaving School Premises**

168 Professional employees may leave their assigned buildings during the regular school
169 work day on school business, or in case of sudden emergency. Professional employees must
170 have prior approval of the building principal, his/her assistant, or in their absence, the
171 Superintendent. Professional employees may leave their building during their personal lunch
172 period.

173 **C. Cafeteria Duty**

174 Professional employees shall not be assigned cafeteria supervision unless by agreement
175 on the part of the professional employee.

176 **D. Parent-Teacher Association/Home and School Organization**

177 Professional employees are requested to attend all general meetings of any Parent-
178 Teacher Association or Home and School Organization that exists within the school(s) to which

179 they are assigned. In the event that a professional employee is not able to be in attendance at
180 such meetings, the employee must meet with the building principal to so inform him/her.

181 **E. Faculty Meetings**

182 School district-wide faculty meetings, called by the Superintendent, will be held on
183 school time. All other faculty meetings called by the building principal, his/her assistant or any
184 other administrator shall be held either prior to the beginning of the school day or as soon as
185 practicable following dismissal of students for secondary professional employees. Building-
186 wide faculty meetings scheduled beyond the regular work day will not exceed five (5) during the
187 school year. An agenda for each faculty meeting will be sent out by the Principal with the notice
188 of the meeting. Teacher attendance will not be required for more than forty (40) minutes beyond
189 the regular work day.

190 **F. Personnel Files**

191 A professional employee shall have the right, by appointment with the Director of Human
192 Resources, to review his/her personnel file with regard to ratings, observations and professional
193 performances. The professional employee shall also have the right to submit a written response
194 to such material, which shall become a part of the professional employee's personnel file.

195 **G. Special Teacher Work Load**

196 Special teachers who share duties between buildings on the same day shall be allotted a
197 total of thirty (30) minutes to secure materials, travel, and set up in each building, although in the
198 case of travel between the high school and the middle school, time allotment shall be a
199 reasonable period of time.

200 **ARTICLE VI. PERSONNEL MANAGEMENT**

201 The Association recognizes the Board as the sole and final authority over matters of
202 inherent managerial policy which shall include but not be limited to selection and direction of
203 personnel in the District. Nevertheless, the parties agree to the following:

204 **A. Posting Vacancies**

205 1. A vacancy shall be defined as a professional employee position opening on the
206 staff of any school in the District created by resignation, retirement, death or a
207 newly created position. Vacancies shall not include temporary position openings

208 created by (a) any leave of absence or long term illness; (b) by internal building
209 changes in grade level or subject area assignment; or (c) by reassignments
210 necessitated by changes in pupil enrollment.

211 2. The Superintendent will cause to be posted, in each building principal's office and
212 on the form used to notify colleges and universities of vacant professional
213 employee positions, all vacancies as defined in paragraph 1 above, occurring
214 within the District. Vacancy notices shall be posted for a period of ten (10)
215 school days. During the summer months when school is not in session, notice of
216 vacancies will be mailed to those staff members who have notified the Director of
217 Human Resources of their interest and have included a self-addressed, stamped
218 envelope. No vacancy shall be filled within the ten (10) day posting except for
219 vacancies that occur after August 1 of any school year. Internal applicants for any
220 posted vacancy shall be granted an interview for the vacancy.

221 3. Professional employees may apply for any vacancy as defined in paragraph 1,
222 above.

223 **B. Transfers**

224 1. A transfer shall be interpreted as placing a professional employee in a different
225 building, subject area, or grade level, except in cases of reassignment due to
226 decreased enrollment resulting in the elimination of a class.

227 2. At least twenty (20) calendar days prior to the effective date of a transfer, the
228 administration shall provide the professional employee an opportunity to meet and
229 discuss the transfer. Upon request, the administration shall provide a written
230 notice of the transfer that shall include a statement of reasons for the transfer;
231 such notice shall be provided at least fifteen (15) calendar days prior to the
232 effective date of the transfer. In the event that a professional employee elects to
233 resign rather than accept a transfer, the Board will waive its right to sixty (60)
234 calendar days' notice of resignation.

235 3. In addition, upon request to the Superintendent, any professional employee who is
236 transferred from his/her current position shall be provided with support including,
237 but not limited to the following:

238 a. The assignment of a mentor.

- 239 b. One day release time for classroom observation.
240 c. A meeting with the principal to plan staff development activities.
241 d. Consultation with the staff development specialist prior to the effective
242 date of the transfer.
243 e. Periodic consultation with the staff development specialist throughout the
244 school year.
245 4. The Superintendent may apply the provisions identified in paragraph 3 to any
246 professional employee who is subject to a transfer.

247 **C. Securing Substitute Teachers**

248 A substitute teacher shall be employed by the District when a full-time professional
249 employee is absent from duty in the School District for one-half (½) day or longer. A guidance
250 counselor who does not teach regular classes shall not be subject to the terms of this provision,
251 but nothing shall prevent the Board or the administration in carrying out its duty under the Public
252 School Code to employ substitute teachers for these positions as well.

253 **D. Unpaid Extracurricular Duties**

254 Extracurricular duties assigned during the school day for which there is no additional
255 financial compensation shall be divided as evenly as practicable among the professional
256 employees in that building.

257 **E. Secondary Work Load**

258 1. Secondary teachers who are involuntarily assigned teaching periods in excess of
259 their normal teaching load shall receive additional compensation in accordance
260 with the following formula. The term “teaching period” shall not include working
261 with students on their preparation and presentation of their graduation projects
262 unless a classroom assignment is made for remedial or other purposes.
263 Administration shall assign final presentation and evaluation of the graduation
264 projects during the regularly contracted teacher day.

265
$$\frac{\text{Annual salary}}{1267} \times \text{number of additional teaching periods/yr}$$

266

267 2. At the senior high school, a normal teaching load shall be defined as five (5)
268 teaching periods per day.

- 269 3. At the middle school, a normal teaching load shall be defined as an average of
270 five (5) teaching periods per day over two consecutive cycles.
- 271 4. For those teachers who share duties between the middle school and the high
272 school, any additional duties assigned at the middle school shall not exceed two
273 (2) per month.
- 274 5. Exceptions to the provisions set forth in sections 2, 3, or 4 may be made with the
275 consent of the employee involved.
- 276 6. During the life of this Agreement, modifications and /or revisions of the
277 provisions of Article VI, Paragraph E may be permitted; however, any revisions
278 to existing language shall be written into a Memorandum of Understanding and
279 shall be subject to agreement by both parties.

280 **ARTICLE VII. LEAVES OF ABSENCE**

281 **A. Sabbatical Leave**

282 Any professional employee requesting a sabbatical leave of absence shall be fully
283 eligible, therefore, in accordance with the provisions of Section 1166 of the Public School Code,
284 as amended.

285 The District shall grant full-pay semester-long sabbatical leaves to eligible employees for
286 study only. The District shall grant no more than two (2) fully paid sabbaticals per school year.

287 If the number of eligible professional employees requesting the full-pay semester-long
288 study sabbatical exceeds the number of sabbatical approvals allowed in the relevant school year,
289 the order of selection will be based upon those employees with the greatest number of
290 continuous years of employment with the Warwick School District. An employee is limited to
291 one (1) semester-long fully paid study sabbatical in his/her career at Warwick.

292 Professional employees who are granted the half year at full pay study option may not
293 request another sabbatical leave until they meet the service requirements as prescribed by the
294 Public School Code.

295 **B. Special Leave**

296 Professional employees may be granted one (1) day of absence per year, with pay, for
297 one of the following reasons: legal transaction, graduation of members of the immediate family
298 (as defined in the Public School Code), professional educational examinations, religious

299 holidays, court appearances, IRS reviews, draft board appearances, and for family emergencies,
300 upon notice to the building principal. Special leave can be taken in half (1/2) days of leave. The
301 time of arrival or departure for those half days shall be a standard of the midpoint of the length of
302 day for each level – elementary, middle school, and high school. Except for sudden family
303 emergencies, written requests for leave under this paragraph shall be given by the professional
304 employee to the building principal at least one (1) week prior to the date of the leave. A second
305 non-cumulative day may be granted for the observance of a recognized religious holiday only.

- 306 1. “Family emergencies” are defined as a catastrophe occurring to an immediate
307 family member of a professional employee, or a sudden and serious illness
308 occurring at home until other arrangements can be made, or the day a member of
309 the immediate family is undergoing surgery at a hospital/surgical clinic.
- 310 2. “Immediate family” is defined as including mother, father, sister, brother, wife,
311 husband, daughter, son, parent-in-law, grandchild, those defined as ‘step’ family
312 members, or near relative who resides in the same household or any person with
313 whom the professional employee has made his/her home.

314 **C. Personal Leave**

- 315 1. Each full-time professional employee of the District (and part-time employees on
316 a pro-rated basis) will be permitted to take three (3) days of leave each school
317 year, with pay, for personal reasons. Personal leave can be taken in half (1/2)
318 days of leave. The time of arrival or departure for those half days shall be a
319 standard of the midpoint of the length of day for each level – elementary, middle
320 school, and high school. This leave, if not used, will be cumulative during the
321 term of this Agreement as provided in paragraph 2 below.
- 322 2. Professional employees shall retain personal days accrued under past Agreements
323 [to a maximum of two (2)] prior to the effective date of this Agreement. At no
324 time shall the total available personal leave, including that accumulated from prior
325 Agreements and prior school years, exceed five (5) such days. Accordingly, no
326 professional employee will be permitted to take more than five (5) personal days
327 in any one year.
- 328 3. During the term of this Agreement, no requests for use of personal leave will be
329 permitted the day before the Thanksgiving, Christmas or Easter/Spring vacation

330 periods or during the first ten (10) student days or the last ten (10) student days of
331 the school term, except for religious holidays.

332 4. A request to take personal leave shall be submitted to the building principal at
333 least one (1) week prior to the day of the absence. A request for personal leave
334 may be denied by the building principal if, in his/her judgment, the proper staffing
335 of the school cannot be achieved if such leave were granted.

336 5. Requests for personal leave will be considered in order of the date of the written
337 requests submitted to the building principal.

338 6. At the conclusion of each school year, any professional employee who has three
339 (3) or more unused personal leave days remaining in his/her account shall be paid
340 only for their third, fourth, and fifth unused personal leave days at the rate of fifty
341 dollars (\$50.00) per day. In no event shall an employee be permitted to carry over
342 more than two (2) unused personal leave days into the next contract year. In the
343 event an employee resigns or retires from the District, said employee shall be paid
344 for any and all unused personal leave days remaining in his/her account at the
345 applicable rate set forth above. Reimbursement shall be made with the last bi-
346 weekly salary payment of the school year. This compensation shall not be
347 considered as part of the employee's annual salary for retirement purposes.

348 **D. Sick Leave**

349 1. Consistent with the Public School Code of 1949, ten (10) days of sick leave shall
350 be granted to all professional employees upon the commencement of each school
351 term. Sick leave can be taken in half (1/2) days of leave. The time of arrival or
352 departure for those half days shall be a standard of the midpoint of the length of
353 day for each level – elementary, middle school, and high school.

354 2. For all absences of sick leave longer than three (3) days, the professional
355 employee shall furnish a certificate from a physician certifying that said
356 professional employee was unable to perform his/her duties, and stating the cause
357 of the illness. Professional employees unable to report for duty shall notify the
358 designated authority on the evening before, but no later than one hour before the
359 opening of the regular hours of duty. If, in the opinion of the administrator, there
360 is reason to believe that sick leave is being abused, the professional employee

361 shall be required to submit a doctor's certificate as the reason for each such
362 absence.

363 3. Each professional employee may use up to five (5) of his/her sick leave days per
364 year for family illness, defined as illness of a child, parent, spouse or anyone
365 living in the immediate household. The five (5) days are not cumulative.

366 **E. Sick Leave Bank**

367 1. Members of the Bargaining Unit may, upon their hire and at their discretion,
368 contribute two (2) days of their accumulated sick leave to a Sick Leave Bank for
369 immediate use upon approval of the Sick Leave Bank Committee during the term
370 covered by this Agreement, which may be renewable with subsequent
371 Agreements.

372 2. Members of the Bargaining Unit who were not a member of the Sick Leave Bank
373 within thirty (30) days of their date of hire may, at their discretion during the open
374 enrollment period, contribute two (2) days of their accumulated sick leave to the
375 Sick Leave Bank during the term of this Agreement, which may be renewable
376 with subsequent Agreements. Said employees shall not be eligible for use of the
377 Sick Leave Bank until the first teacher contract day of the next school year.

378 3. Members of the Bargaining Unit electing to participate in the option may, with the
379 approval of the Warwick Education Association and the Superintendent, utilize up
380 to a maximum of thirty (30) days of sick leave per school term from the Sick
381 Leave Bank following the exhaustion of the member's accumulated sick leave
382 due to an extended illness or disability in excess of ten (10) consecutive school
383 days.

384 4. The Association agrees to assume sole responsibility for the record keeping of the
385 Sick Leave Bank and further agrees to provide the Board with a list of
386 participating members within thirty (30) days following the effective date of this
387 Agreement. Any decision by the Association with regard to sick leave bank use is
388 non-grievable.

389 **F. Quarantine Leave**

390 If a professional employee is legally quarantined by state or local health officials because
391 of the illness of a member of the immediate household, days of absence shall be considered days
392 of absence due to personal illness.

393 **G. Bereavement Leave**

394 For the purposes of bereavement leave in the case of death of an immediate family
395 member or near relative, as defined below, it is understood by and between the parties that in no
396 event shall an employee be compensated for bereavement leave for any day that is not a normally
397 compensated teacher contract day. Bereavement leave can be taken in half (1/2) days of leave.
398 The time of arrival or departure for those half days shall be a standard of the midpoint of the
399 length of day for each level – elementary, middle school, and high school.

400

401 1. In case of death in the immediate family, a professional employee shall be granted
402 leave without loss of salary. Such leave, not to exceed five (5) consecutive or
403 non-consecutive contract days, shall begin at the time of death and may include
404 one calendar day immediately following the funeral or memorial service. For
405 example, if a funeral or memorial service occurs on a Friday, then Saturday is not
406 a compensable bereavement leave day. If the funeral or memorial service occurs
407 on Sunday, then Monday may count as a compensable bereavement leave day, at
408 the employee’s discretion, if that Monday is a normal contract day. “Immediate
409 Family” is defined as including mother, father, sister, brother, wife, husband,
410 daughter, son, parent-in-law, grandchild, those defined as ‘step’ family members
411 within this section, a near relative who resides in the same household, or any
412 person with whom the professional employee has made his/her home.

413 2. In case of death of a near relative, a professional employee shall be granted leave
414 without loss of salary. Such leave, not to exceed two (2) consecutive or non-
415 consecutive contract days, may begin at the time of death and may include one
416 calendar day after the funeral or memorial service. “Near relatives” are defined as
417 grandmother, grandfather, brother-in-law, sister-in-law, grandparent-in-law, son-
418 in-law, daughter-in-law, first cousin, uncle, aunt, niece, or nephew, and those
419 defined as ‘step’ family members within this section.

420 **H. Jury Duty**

421 In the event a professional employee is called to serve for jury duty, he/she will receive
422 the difference between jury pay, but not counting any reimbursement for mileage, and the actual
423 pay to which he/she should otherwise have been entitled to receive for a period up to three (3)
424 weeks, in accordance with the current salary guide.

425 **I. Leaves Without Pay**

426 Requests for leaves without pay may be requested to the Superintendent for decision by
427 the Board. It is understood that when an extended leave without pay is granted, such leave does
428 not break tenure or a continuing contract. Leave Without Pay under this section can be taken in
429 half (1/2) days of leave. The time of arrival or departure for those half days shall be a standard
430 of the midpoint of the length of day for each level – elementary, middle school, and high school.

431 **ARTICLE VIII. MEET AND DISCUSS, AND**
432 **LABOR AND MANAGEMENT MEETINGS**

433 **A. Meet and Discuss**

434 The parties hereto acknowledge the responsibilities and duties of the Board as required
435 by law to manage and administer the school district. Fully recognizing the Board’s exclusive
436 authority in this field, the parties nonetheless agree to meet and discuss on matters affecting
437 wages, hours, and terms and conditions of employment, as well as the impact thereon, upon
438 request by the committee chairpersons and in accordance with the provisions of Act 195, the
439 Public Employee Relations Act. The parties agree to form a joint committee to meet and discuss
440 for this purpose.

441 Each party shall appoint four (4) members to the said committee. Those parties shall
442 establish the procedures by which they operate to fulfill and conform to the intent of the law.

443 **B. Labor and Management**

444 In addition to the statutory Meet and Discuss described in Paragraph A, the parties agree
445 to meet and discuss at the request of the Committee Chairperson at acceptable times on mutual
446 topics of concern. Procedures governing Labor and Management meetings will be mutually
447 agreed upon by the Labor and Management Committee.

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ARTICLE IX. GRIEVANCE PROCEDURE

All complaints and grievances which may arise out of the application or interpretation of this Agreement shall be resolved in accordance with the grievance procedure described in Appendix “A” attached hereto and made a part hereof.

Sufficient procedures having been established for resolution of all such disputes, the parties hereto, in the interest of the general public and the school children of the District, shall continue to transact and carry on their business without interruption until a settlement is reached through the grievance procedure provided in this Article.

Nothing in the grievance procedure hereinafter contained shall empower the rendering of a decision, by any party, that in any way directly or indirectly expands, modifies or amends the terms and provisions of this Agreement, or that requires the commission of an act by either party prohibited by law or contrary to the terms and provisions of this Agreement.

No professional employee shall be discharged without just cause. Such action is subject to the grievance and arbitration procedures of this Agreement.

ARTICLE X. WAGE AND SALARY PROVISIONS

A. Salary Guide

1. The parties agree that the base salaries to be effected by this Agreement are accurately reflected in Appendix “B,” made a part of this Agreement, and that the wages and salaries set forth therein shall be the guide which shall remain in effect as provided by the terms of this Agreement. The salaries provided for under this Agreement shall be prorated based on the employee’s fraction appointment consistent with existing practice in the case of part-time employees.
2. Each professional employee who agrees upon request to work days in a professional capacity in his/her assignment beyond his/her contractual days, as identified in Article III, will be paid at his/her respective per diem rate (annual base salary divided by 189 work days) in the contract year for those additional days.

B. Salary Increments

Professional employees who began their employment after July 1, 1991, shall be governed by the following:

- 478 1. To qualify for placement beyond the Master’s column on the salary guides, the
479 professional employee shall hold an earned Master’s degree.
- 480 2. The course must be offered by a four-year degree accredited institution that provides
481 credit toward fulfilling a Master’s or Doctorate Degree. In addition, the course must
482 have a direct relationship to the professional employee’s certification and/or field (the
483 field in which the employee is currently working or is expected to work in the
484 District), or be in the areas of educational pedagogy, educational psychology or
485 technology directly related to the current professional’s field, and/or educational
486 leadership certification.
- 487 3. College or university credits secured in any other manner shall not count toward
488 placement of the professional employee beyond the Masters column on the salary
489 guide unless approved by the Superintendent.

490 **C. Payment of Professional Employees**

491 Professional employees will have the option of selecting one of the following pay plans:

- 492 1. Twenty-six (26) equal pay periods on a biweekly basis. When necessary, to
493 maintain the biweekly schedule, twenty-seven (27) equal biweekly pay periods
494 will occur.
- 495 2. Twenty-one (21) equal pay periods on a biweekly basis. When necessary, to
496 maintain the biweekly schedule, twenty-two (22) equal biweekly pay periods will
497 occur.

498 Professional employees shall be placed on their proper salary guide, B+24, Masters,
499 M+15, M+30, M+45, M+60 on the beginning date of the District’s semester after which required
500 credits have been completed. A grade report or official transcript and a receipted tuition billing,
501 or equivalent, shall be presented to the Superintendent as evidence of completion of course work.

502 **D. Years of Service Recognition**

503 The District will make a 403(b) tax-deferred contribution for any professional employee
504 who meets the eligibility requirements for early retirement incentive payments. Payments will
505 be made in a maximum of four (4) annual installments by no later than September 30th of the
506 fiscal year after the employee becomes eligible. A professional employee meets the eligibility
507 requirements if the professional employee has not fewer than fifteen (15) consecutive years of

508 full-time service at Warwick as of June 15th of the applicable year, and meets the total years of
509 PSERS recognized service set forth in the table below as of June 15th of the applicable school
510 year. Board-approved leaves will not count as a break in service. Those years shall not be
511 counted as a year of service except for a sabbatical leave. The professional employee should
512 also comply with the following provisions:

- 513 1. The professional employee must be actively at work or unable to return to work
514 after a medical sabbatical.
- 515 2. The professional employee must agree in writing to retirement at the end of a
516 school year unless prevented because of a physician-verified health problem, and
517 to provide the Superintendent with written notice of intent to retire on or before
518 March 1 of the current school year.
- 519 3. The amounts paid shall not be considered as part of annual salary for any year for
520 purposes of computing retirement benefits.
- 521 4. No other retirement benefit will be paid.

522 **TABLE OF PAYMENTS**

523	<u>Years of PSERS recognized</u>	<u>Amount of District Payment</u>
524	<u>Service as of June 15th</u>	<u>into 403(b)</u>
525	30	\$7,000.00
526	31	\$7,000.00
527	32	\$7,000.00
528	33	\$6,500.00

529 Those professional employees who attain fifteen (15) years of consecutive full-time
530 service at Warwick only after achieving thirty (30) years of PSERS recognized service will be
531 eligible for only those payments which occur when they meet both eligibility requirements. This
532 benefit would continue consecutively until the four (4) years have been paid or the employee
533 retires, which would end the payout.

534 In the event that any provision of this Article or any payment made pursuant to this
535 Article shall be determined by any governmental agency (including but not limited to any Court
536 having jurisdiction over the School District) to be violative of an applicable law or regulation
537 (including but not limited to laws or regulations relating to age discrimination in employment or

538 employment practices), then this entire Article shall be null and void and no payment of any
539 additional amount shall be made to any professional employee who retires.

540 **E. Mentor Pay**

541 Mentor pay will be provided in the following amounts annually:

542	2016-17	\$800.00
543	2017-18	\$800.00
544	2018-19	\$800.00
545	2019-20	\$800.00

546 **F. Curriculum Rate**

547 During the term of this Agreement, the hourly curriculum rate shall be as follows:

548	2016-17	\$30.00
549	2017-18	\$30.00
550	2018-19	\$30.00
551	2019-20	\$30.00

552 **G. Special Education Stipend**

553 A special education stipend shall be paid to full-time special education teachers and/or
554 teachers of the gifted in the amount of two hundred dollars (\$200.00) per year (pro-rated for part-
555 time employees based on their fractional appointment). During the designated annual IEP
556 development time, substitutes and/or program shutdowns will be utilized to minimize the need
557 for teachers to use time outside the contracted workday for writing IEPs and conducting parent
558 conferences. A full-time teacher can request three (3) days for substitutes and/or program
559 shutdowns. Teachers less than full-time will be allotted substitute coverage and/or program
560 shutdown based on their appointment fraction. All requests must have the two-week advanced
561 approval of the building principal. Teachers are to complete the request forms, which are located
562 in each building office. If additional time is needed, it may be applied for under the District's
563 Special Services Guidelines.

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ARTICLE XI. OTHER PROFESSIONAL EMPLOYEE BENEFITS

A. Tuition Reimbursement

To encourage professional growth, the Board will assist with the cost of post-baccalaureate education by reimbursing professional employees holding valid professional certification.

1. In order to qualify for tuition reimbursement for courses completed and for which the employee is credited on or after July 1, 2016, the course must meet the following criteria:
 - a) Any credits taken for purposes of salary schedule placement must be approved graduate credits in compliance with this section.
 - b) The course must be pre-approved by the Superintendent or designee before enrollment in the course occurs.
 - c) The course must have a direct relationship to the professional employee’s certification and/or field (the field in which the employee is currently working or is expected to work in the District), or be in the areas of educational pedagogy, educational psychology or technology directly related to the current professional’s field, and/or educational leadership certification.
 - d) The course must be offered by a four-year degree accredited institution that provides credit toward fulfilling a Masters or Doctorate Degree.
 - i. In order to seek additional credits beyond a Master’s Degree (to be applied to M+15, M+30, M+45, or M+60 schedules) using a “standalone” graduate level course that is not associated with any third-party provider*, the employee must receive the prior approval of the Superintendent or designee.
 - ii. In order to seek additional credits beyond a Master’s Degree (to be applied to M+15, M+30, M+45, or M+60 schedules) using a “standalone” graduate level course that operates in conjunction with a third-party provider*, the employee must receive the prior approval of the Superintendent or designee.
 - iii. At no time will more than six (6) “standalone” course credits provided in conjunction with a third-party provider* and/or pre-approved by the

595 Superintendent or designee, be counted toward each lateral column move
596 after the Masters (M) column.

597
598 * Definition of a “third-party provider”: a supplier of ancillary support for
599 another organization that is neither the primary vendor nor the purchaser.
600 (Examples: Eduspire, Learner’s Edge, Bureau of Education and Research,
601 etc.)

602
603 2. The following tuition reimbursement schedule shall be applied to the 2016-2017
604 school year, effective July 1, 2016:

605 a) Professional employees shall be reimbursed actual tuition costs for approved
606 courses. The maximum reimbursement for full-time employees shall be limited to
607 twelve (12) credits per year or five thousand dollars (\$5,000) per year.

608 b) Part-time employees who are employed at least fifty percent (50%) full-time
609 equivalency shall be limited to six (6) credits per year or two thousand five
610 hundred dollars (\$2,500) per year.

611 3. The following tuition reimbursement schedule shall be applied starting with the
612 2017-2018 school year, effective July 1, 2017:

613 a) Professional employees shall be reimbursed actual tuition costs for approved
614 courses. The maximum reimbursement for full-time employees shall be limited to
615 six thousand five hundred dollars (\$6,500) per year with the following credit
616 approval scale:

- 617 i. Twelve (12) credits per year up to a Master’s Degree.
- 618 ii. Nine (9) credits per year between Masters (M) and Masters+30 (M+30).
- 619 iii. Six (6) credits per year after Masters+30 (M+30)**

620 ** For the duration of this Agreement, all employees hired prior to July 1,
621 2016, shall receive twelve (12) credits per year up to a Master’s Degree,
622 and nine (9) credits per year after Masters (M) column.

623 iv. With pre-approval by the Superintendent or designee, the employee may
624 seek additional, self-funded graduate level coursework beyond a Master’s
625 Degree that can be applied to movement on the salary schedule. The

626 coursework must meet all other criteria within the Tuition Reimbursement
627 section herein, and no more than fifteen (15) credits total (district- or self-
628 funded) can be applied to movement on the salary schedule placement per
629 fiscal year.

630 b) Part-time employees who are employed at least fifty percent (50%) full-time
631 equivalency shall be limited to six (6) credits per year or three thousand two
632 hundred fifty dollars (\$3,250) per year.

633 4. The limit on credit reimbursement to teachers in one (1) year shall not apply to
634 professional employees on sabbatical leave for study who complete nine (9)
635 graduate or twelve (12) undergraduate credits for each semester, provided at least
636 two (2) of the three (3) graduate courses or three (3) of the four (4) undergraduate
637 courses are ten (10) or more weeks in duration. The School District will reimburse
638 the professional employee for the total cost of each credit.

639 5. Tuition reimbursement will be paid within two (2) weeks following the regular
640 Board meeting subsequent to timely submission of required data to the
641 Superintendent's office by the professional employee. This data shall include a
642 grade report or transcript showing a grade of B or better or with a passing grade in
643 a pass/fail course, and proof of payment for each course claimed for
644 reimbursement.

645 6. If a professional employee received tuition reimbursement and fails to complete a
646 full academic year with the District subsequent to payment of tuition, the
647 professional employee shall reimburse the District a pro-rata portion of the tuition
648 payments based on the number of days worked in the contracted teacher year.

649 **B. In-service Payments**

650 Professional employees shall be reimbursed any registration fee or tuition for attendance
651 at pre-approved in-service day(s), seminars or meetings.

652 **C. Health Care Benefits**

653 1. The Board will pay a portion of the monthly premium of each full-time professional
654 employee's health care insurance with benefits as stipulated in Appendices D and
655 E, covering hospitalization, major medical surgical, dental, vision and life

656 insurance. Employee contributions for single coverage under these plans are set
657 forth in Appendices D and E.

658 2. The Board will pay a portion of the monthly premium for dependent coverage of
659 full-time eligible professional employees participating in the dependent coverage
660 program. Employee contributions for dependent coverage under the District's
661 medical, dental and vision programs are set forth in Appendices D and E.

662 3. Employees may elect medical, dental and vision benefits for self and for dependents
663 during the District's open enrollment period. The open enrollment period is
664 defined as November 1 through December 1. Benefit choices during the annual
665 enrollment period will become effective January 1 and remain in effect through
666 December 31.

667 4. An employee eligible for coverage may elect to decline District-provided medical
668 coverage. An employee who chooses to decline the medical benefits must notify
669 the District during the District's annual open enrollment period. Any employee
670 who has opted out of the District's medical plan coverage shall be entitled to re-
671 enroll in the District Plan within thirty (30) days of a qualifying event as defined
672 in the Summary Plan Description. An eligible employee who elects to opt-out of
673 the District-provided medical insurance shall be entitled to receive, as per the
674 District's Section 125 Cafeteria Plan, a two thousand dollar (\$2,000) stipend paid
675 in two (2) equal installments of one thousand dollars (\$1,000), one payable after
676 the first six (6) month opt-out period and the second installment payable after the
677 second six (6) month opt-out period. The stipend will be pro-rated for employees
678 who re-enroll in the District plan or in cases where an employee severs his/her
employment. This stipend shall not be considered as part of the employee's
annual salary for retirement purposes. When both husband and wife are eligible
for the District's medical plan coverage, a maximum of \$2,000 will be paid if
only one or if both parties decline the District-provided medical plan coverage.

683 5. If a professional employee has elected medical plan coverage for his/her spouse
684 under the District's medical plan [e.g., family or two-party coverage] and the
685 professional employee's spouse has medical coverage available from his/her own
686 employer, the Employee is responsible for contributing the normal applicable

687 share of premium plus an additional working spouse contribution of one thousand
688 five hundred dollars (\$1,500) payable in installments over the course of the year.
689 This contribution shall be paid pre-tax via payroll deductions on a biweekly basis
690 in accordance with the Agreement.

691 6. The Warwick School District will provide medical, dental and vision insurance as
692 provided in Appendices D and E. The District agrees to establish a cafeteria plan
693 that meets all the requirements of Section 125 of the Internal Revenue Code. The
694 cafeteria plan shall include provisions for premium deductions, dependent care
695 expenses, un-reimbursed medical expenses, and an opt-out program.

696 7. For the life of this Agreement, medical, dental and vision coverage for employees
697 and their eligible dependents shall remain equivalent to or better than those
698 benefits provided in Appendices D and E, the Summary Plan Descriptions and/or
699 insurance policies subject to generally accepted standards of medical, dental and
700 vision practice.

701 8. Each medical, dental and vision plan is available upon request or on the District's
702 staff portal. Please note several plan limitations and exclusions apply in each
703 plan.

704 **D. Extra-Pay for Extra-Duties**

705 Extra-pay for extra-duties shall be paid in accordance with the guide appended to and
706 made a part of the Agreement, as Appendix "C." It is agreed that the Guidelines for Initiating a
707 Pilot Program (Attachment #1), the Application-Extra Curricular Pilot Program (Attachment #2)
708 and the compensation schedules attached hereto shall remain in full force and effect during the
709 term of this Agreement.

710 A permanent joint committee comprised of an equal number of representatives each
711 appointed by the Warwick School Board and the Warwick Education Association shall be
712 formed and maintained for the purpose of review, and for possible approval, of applications to
713 form Extra-Curricular programs in accordance with the Guidelines for Initiating a Pilot Program
714 (Attachment #1).

715 Effective with this Agreement, existing positions currently paid at the Intramural Rate,
716 and positions approved by the joint committee for payment, but not for placement on the salary
717 schedule, shall be paid at the negotiated Intramural Rate of \$12.75 per hour.

718 Persons interested in creating an extra-curricular pilot program, to be considered for
719 compensation or to be advised voluntarily, will follow the Guidelines for Initiating a Pilot
720 Program and complete the Application-Extra Curricular Pilot Program (Attachment #2).

721 Upon approval by the joint committee and approval of the Board of Directors, the parties
722 agree to add, delete or alter existing positions, and recommend to the Board the compensation
723 range for any newly established positions to be set forth in the Compensation Schedules.

724 It is agreed that the selection and placement of personnel are solely matters of Board
725 decision.

726 **E. Income Protection / Long-Term Disability**

727 The District shall provide all full-time professional employees, at District expense, an
728 income protection/long-term disability insurance program consistent with the terms and
729 conditions outlined in the insurance policy. Said plan shall, upon the exhaustion of all paid sick
730 leave and upon satisfying a forty-five (45) calendar day waiting period for the plan, provide
731 eligible employees seventy percent (70%) of the employee's base salary to a maximum of \$4,000
732 per month. The forty-five (45) calendar day waiting period runs concurrent to any time where
733 the employee uses his/her sick leave prior to utilizing this benefit, when applicable.

734 The insurance policy is available upon request or on the District's staff portal.

735 **F. Dental Insurance**

736 Dental benefits are detailed in Appendix E attached hereto.

737 **G. Life Insurance and Accidental Death & Dismemberment (AD&D)**

738 Group term life and AD&D insurance benefits are provided to eligible employees at
739 District expense. Benefits are as set forth in Appendix E attached hereto.

740 **H. Vision Reimbursement / Vision Insurance**

741 Each full-time professional employee shall be granted family vision care by licensed
742 professionals in the amount of \$150.00 for eligible expenses incurred during the period July 1,
743 2016 through December 31, 2016. Employees shall have until February 15, 2017, to submit for
744 said reimbursement; otherwise, this benefit shall be forfeited.

745 The term "family" is defined to mean the employee, his/her spouse and/or dependent
746 children. This payment shall be non-cumulative and shall be paid within two (2) weeks
747 following the regular Board meeting subsequent to timely submission, by the professional

748 employee, of the completed vision reimbursement form and proof of payment to the Human
749 Resources office.

750 Effective January 1, 2017, all full-time professional employees and their eligible spouses
751 and dependents shall be provided, at District expense, a fully-insured vision insurance program
752 consistent with the terms and conditions outlined in Appendix E attached hereto.

753 **I. Availability of Employee Benefits**

754 Any and all benefits detailed under this article are available only as negotiated in this
755 contract. There shall be no cash surrender value or substitute benefit provided in lieu of the
756 specified benefit to any employee, with the exceptions as described in Article VII, Section C,
757 paragraph 6 and Article XI, Section C, paragraph 4.

758 **J. Excise Tax under the Affordable Care Act (ACA)**

759 If the District could be required to pay any excise taxes or other such additional penalties
760 under federal health insurance statutes and regulations based on the insurance benefits provided
761 by the District (referred to as “excise taxes”), then the parties shall immediately negotiate in
762 good faith changes to the health insurance plan or other related benefits to prevent the imposition
763 of such excise taxes, to be effective January 1, 2020 (or the effective date of such excise
764 taxes). The premium rates determined by the health plan administrator shall be used in
765 calculating the cost of the health insurance benefits under the federal statute and regulations.

766 If plan changes are required to avoid the imposition of any such excise taxes, then the
767 parties shall negotiate appropriate plan revisions, plan eliminations or additional plan options
768 with the sole intent of avoiding the imposed tax. In the event the District and the Association fail
769 to reach agreement on plan revision(s), the parties shall mandatorily pursue binding arbitration
770 with a binding arbitrator provided in a list by the Bureau of Mediation as soon as practicable.
771 The binding arbitrator’s sole authority shall be to determine what changes the parties shall agree
772 to make in the health benefit plan(s) to keep from having to pay the expected excise tax, tax, or
773 penalty under the ACA, or, in the alternative, the arbitrator shall determine the appropriate
774 means by which the parties shall share in paying the excise tax.

775

776 **ARTICLE XII. ASSOCIATION PRIVILEGES**

777 **A. Unit Members on Association Business**

778 When a professional employee is absent from his/her duties on Unit business, the
779 Association will reimburse the District for the cost of the substitute for such days of permissible
780 absence to the extent of the total permissible maximum.

781 The permissible days of absence without loss of pay shall not exceed a total maximum of
782 sixteen (16) employee work days per school year for all Unit business.

783 **B. Use of School Buildings Beyond the Regular School Day**

784 The Association will be granted use of school buildings for Unit business so long as such
785 use is not in conflict with school functions. Furthermore, school functions will take precedence
786 over any other functions.

787 Use of school buildings by the Association, or related committees or groups, may be
788 permitted under the District’s rental policy, with a charge based on rates for non-school, non-
789 commercial groups.

790 The Association will not be charged a rental fee for use of buildings for meetings held
791 immediately following school hours.

792 **C. Use of School Equipment**

793 The Association will be granted reasonable use of the school copy machines upon prior
794 notice of such use to the building principal. The use of this equipment on Association business
795 shall be limited to times prior to the start of the professional work day or after the work day ends.
796 Nevertheless, such use during these times shall not interfere with teacher preparation or normal
797 student activities. No school supplies shall be used for the business of the Unit or Association.

798 **D. Conduct of Association Business**

799 No Association business shall be conducted by any professional employees, as a group or
800 an individual, during the professional work day unless each such member involved shall be on
801 his or her personal lunch period.

802 **E. Dues and Other Voluntary Payroll Deductions**

803 The Board will deduct Association dues, and those of the state and national organizations
804 from the salary of professional employees.

805 To implement dues deduction, the following procedures shall apply:

- 806 1. A District-prepared authorization form shall be completed and signed by each
807 professional employee desiring dues deduction.
- 808 2. Forms must be received by the Human Resources Office of the District by the last
809 pay date in October, or within thirty (30) calendar days following Board
810 ratification of the Agreement.
- 811 3. Deductions shall be made in twelve (12) approximately equal amounts on twelve
812 (12) consecutive pay dates, beginning the first pay date in November. The
813 amount deducted each month shall be forwarded to the Association no later than
814 the last day of the succeeding month.
- 815 4. Payroll deductions will be made for contributions for the United Way Campaign.
- 816 5. Payroll deductions will be made, upon request of the employee, to any financial
817 institution of his/her choice. Deductions will be made in uniform whole dollar
818 amounts for each pay period with a minimum deduction of \$5.00. Said
819 deductions will be issued electronically to the applicable financial institution after
820 each pay period. Deductions will be made upon receipt of written authorization
821 forms, satisfactory to the District, signed by the individual employee and received
822 by the Human Resources Office. Authorizations received by the Human
823 Resources Office will be acted upon as soon as practical and possible. Any
824 member may request a change in the deduction by filing a new authorization form
825 with the Human Resources Office
- 826 6. Payroll deductions will be made for the Warwick Education Association
827 Scholarship Fund.

828 The District shall have no responsibility or liability whatsoever neither with respect to all
829 such deductions made in accordance with the authorizations received nor for the application of
830 such funds other than as directed.

831 **F. Fair Share**

832 If, and for so long as, eighty-five percent (85%) or more of the members of the
833 bargaining unit are voluntarily paying (either directly or by dues deduction) the Association's
834 dues, the District shall deduct from each nonmember in the bargaining unit represented by the
835 Association an amount annually certified by the Association as the fair share fee as provided for

836 by Act 84 of 1988. The District and Association agree to comply with all provisions of said law.
837 The Association agrees to extend to all nonmembers the opportunity to join the Association.

838 Deductions shall be made on the same dates as deductions for those members of the
839 bargaining unit who have authorized in writing dues deductions, and during the time such
840 deductions are required to be made, and be in the proportionate amount which the fair share fee
841 bears to the amount deducted from those persons who have authorized deductions. In no event,
842 however, shall deductions of Fair Share fees be withheld via payroll deduction prior to January
843 16th of any year pursuant to Act 84 of 1988.

844 The Association shall indemnify and hold the School District harmless against any and
845 all claims, suits, orders or judgments arising out of this fair share fee obligation.

846 **G. Tax-Sheltered Annuities/403(b) Plan Document**

847 The District and the Association agree to a 403(b) written plan document consistent with
848 the Internal Revenue Code that governs the terms of all non-elective employer contributions and
849 voluntary employee contributions to the plan. All employees shall be eligible to voluntarily
850 contribute funds, subject to the maximum limits set forth in the Internal Revenue Code.
851 Voluntary employee contributions shall be made via payroll deduction into one or more 403(b)
852 accounts with vendors that are permitted under the District's 403(b) written plan document and
853 the Internal Revenue Code. Employees shall be bound by the terms of the written plan document
854 as it relates to vendors, transfers, exchanges, rollovers, hardship withdrawals, loans, and all other
855 terms of the written plan document.

856 **ARTICLE XIII. NO STRIKE, NO LOCKOUT**

857 During the term of this Agreement, the Association and each of its members agrees that
858 professional employees will not engage in any activities involving a strike, slowdown, willful
859 absence from work, or any activities other than full and proper performance of their duties; and
860 the Board agrees that it will not engage in any lockout practices or procedures during the life of
861 this Agreement. In the event the Association opens negotiations on base salaries, pursuant to
862 Article XV, and the parties are unable to reach agreement on such salaries as of the first of July
863 of any subsequent year under this Agreement, then so long as an impasse continues, either party
864 shall be free to act as authorized by law notwithstanding the restrictions on such activities for all
865 other times during the life of this Agreement.

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ARTICLE XIV. LEGAL PROVISIONS

A. Separability

In the event that any provision of this Agreement is or shall at any time be contrary to the Public School Code, or any other state or federal statute, or is determined invalid for any reason by authority of established and competent legal jurisdiction, or regulation, the balance and remainder of this Agreement, not otherwise determined to be invalid, shall remain in full force and effect.

B. Exclusiveness of Agreement

This Agreement constitutes the entire agreement between the Board and the Association. The parties hereby agree that this Agreement constitutes all items that may be negotiated between the parties during the life of this Agreement.

No additional negotiations on this Agreement will be conducted on any item, whether contained herein or not, during the life of this Agreement unless by mutual agreement by the parties. Any modification to the existing provisions shall be in writing, duly executed by both parties.

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ARTICLE XV. TERM OF AGREEMENT

This Agreement shall become effective July 1, 2016, except as otherwise provided, and shall be considered executed on the date of signature by the officers of both the respective parties hereto and their signature to this Agreement constitutes certification of their authority to so act. This Agreement shall continue in full force and effect through June 30, 2020.

IN WITNESS WHEREOF, the parties hereto affix their signatures this 21st day of June, 2016.

WARWICK EDUCATION ASSOCIATION

By _____

President

Attest _____

Secretary

BOARD OF SCHOOL DIRECTORS

WARWICK SCHOOL DISTRICT

By _____

President

Attest _____

Secretary

APPENDIX A.

GRIEVANCE PROCEDURE

I. Definitions

- A.** The term “Grievance” as used in this Agreement shall mean any complaint by a professional employee or a group of professional employees within the bargaining unit alleging a violation or a misinterpretation of any provision of this Agreement.
- B.** The term “Aggrieved Person” as used in this Agreement shall mean a member or members of the bargaining unit making a complaint as defined in “I-A” above.
- C.** The term “Days” as used in this Agreement shall mean school days, unless otherwise specified.

II. General Provisions

- A.** The Board shall use all reasonable means to assure every professional employee the unobstructed use of this grievance procedure. Furthermore, the Board shall ensure that any employee or group of employees exercising this procedure shall not be subject to any act of vengeance or prejudice.
- B.** If a professional employee fails to proceed to the next step within the time limits set forth herein, he/she shall be required to accept the decision previously rendered; and this shall constitute a waiver of any future appeal concerning the particular grievance. The failure of an administrator at any step to notify the professional employee of his/her decision within the specified time limits shall permit the employee to proceed to the next step.
- C.** The number of days indicated at each level shall be considered as maximum, and every effort shall be made to expedite the process.
- D.** If a grievance is filed by May 15, all attempts will be made to find a solution by June 15. If necessary, the parties concerned will meet during the weeks following the close of the school term.
- E.** Forms for processing grievances will be jointly prepared by the Superintendent and the Association. These will be distributed to the building representatives of the Association by the building principal.

- F.** If any member of the Association's Professional Rights and Responsibilities Committee is a party to a grievance, he/she shall not serve as the Association grievance representative in the processing of such grievance.
- G.** Relevant personal information shall be furnished by the Administration to the Association in its investigation of a grievance, but only with the written permission of the aggrieved.
- H.** Any aggrieved professional employee may be represented at all stages of the grievance procedure by the employee and at his/her option, also by a representative selected by the Association.
- I.** A grievance shall be filed at Level I (or at Level II for applicable group grievances) within thirty (30) calendar days from occurrence of any incident involving alleged misinterpretation or misapplication of this Agreement. It shall be the responsibility of the alleged aggrieved professional employee to move the grievance to each level as hereinafter provided.

III. Grievance Procedure

A. Individual Grievances

1. Verbal Level

The aggrieved is responsible to present the complaint verbally to the building principal. It is intended that most grievances will be resolved at this point.

2. Level I

In the event that the issue is not resolved to the Association's satisfaction, the aggrieved shall complete a request for settlement of grievance, Level I form and present it to the building principal within five (5) days of verbal presentation.

Within five (5) days of the Level I grievance presentation, the Association will receive, in writing, a reply to Level I grievance form.

3. Level II

In the event that the issue is not resolved to the Association's satisfaction in Level I, the aggrieved may proceed to Level II.

A Request for settlement of grievance – Level II form must be completed within five (5) days upon receipt of the principal’s reply to the Level I grievance. This is presented to the Superintendent of Schools.

Within five (5) days of the Level II grievance presentation, the Association will receive a reply to Level II grievance form. This will include a decision or actions taken by the Superintendent, and may include the reason for taking such actions.

4. Level III

In the event that the issue is not resolved to the Association’s satisfaction in Level II, the aggrieved may proceed to Level III.

A Request for settlement of grievance – Level III form must be completed within five (5) days upon receipt of the reply to Level II grievance form. This is presented to the President of the Board.

Within ten (10) days from the date of Level III grievance presentation, a committee of the Board shall meet to discuss the grievance with the Association and the aggrieved person. Within ten (10) days following this meeting, the Association shall receive the reply to the Level III grievance form with the decision and the reasons therefore.

5. Level IV

If a grievance is not resolved at Level III, the Board, and the Association, will resolve the grievance according to the laws of the Commonwealth of Pennsylvania pursuant to Act 195, Sec. 903.

B. Group Grievances

1. This is a grievance as otherwise defined but initiated by a group of professional employees within the bargaining unit and shall be processed as below.

a. Group grievances within a given building

This grievance is processed exactly as in an individual grievance beginning with Level I, except that there need be no individual aggrieved present at Levels I through IV.

b. Group grievances involving professional employees from different buildings.

These grievances will be processed beginning at Level II.

APPENDIX B.

STEP PROGRESSION

2015-2016 Step	2016-2017 Step	2017-2018 Step	2018-2019 Step	2019-2020 Step
				1
			1	2
		1	2	3
	1	2	3	4
1	2	3	4	5
2	3	4	5	6
3	4	5	6	7
4	5	6	7	8
5	6	7	8	9
6	7	8	9	10
7	8	9	10	11
8	9	10	11	12
9	10	11	12	13
10	11	12	13	14
11	12	13	14	15
12	13	14	15	16
13	14	15	16	17
14	15	16	17	17
15	16	17	17	17
16	17	17	17	17
17	17	17	17	17

Salary Guide 2016-2017

Steps									
<u>From</u>	<u>In</u>								
<u>Top</u>	<u>Contract</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60	
16	1	48,722	53,222	55,910	57,984	60,059	62,133	64,208	
15	2	48,838	53,369	56,057	58,131	60,206	62,280	64,355	
14	3	48,953	53,516	56,204	58,278	60,353	62,427	64,502	
13	4	49,069	53,663	56,351	58,425	60,500	62,574	64,649	
12	5	49,185	53,810	56,498	58,572	60,647	62,721	64,796	
11	6	50,620	55,245	57,933	60,007	62,082	64,156	66,231	
10	7	52,056	56,681	59,369	61,443	63,518	65,592	67,667	
9	8	53,673	58,298	60,986	63,060	65,135	67,209	69,284	
8	9	55,114	59,739	62,427	64,501	66,576	68,650	70,725	
7	10	57,129	61,754	64,442	66,516	68,591	70,665	72,740	
6	11	58,640	63,265	65,953	68,027	70,102	72,176	74,251	
5	12	60,183	64,808	67,496	69,570	71,645	73,719	75,794	
4	13	61,986	66,611	69,299	71,373	73,448	75,522	77,597	
3	14	63,748	68,373	71,061	73,135	75,210	77,284	79,359	
2	15	65,677	70,302	72,990	75,064	77,139	79,213	81,288	
1	16	67,692	72,317	75,005	77,079	79,154	81,229	83,303	
Top	17	69,707	74,332	77,020	79,095	81,169	83,244	85,318	

Effective July 1, 1991, professional employees on this guide shall hold an earned Master's degree in order to progress beyond the Master's column. Professional employees on the staff as of July 1, 1991, are exempt.

Salary Guide 2017-2018

Steps									
<u>From</u>	<u>In</u>								
<u>Top</u>	<u>Contract</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60	
16	1	50,364	54,179	56,799	59,000	61,203	63,404	65,607	
15	2	50,480	54,326	56,946	59,147	61,350	63,551	65,754	
14	3	50,595	54,473	57,093	59,294	61,497	63,698	65,901	
13	4	50,711	54,620	57,240	59,441	61,644	63,845	66,048	
12	5	50,827	54,767	57,387	59,588	61,791	63,992	66,195	
11	6	52,262	56,202	58,822	61,023	63,226	65,427	67,630	
10	7	53,698	57,638	60,258	62,459	64,662	66,863	69,066	
9	8	55,315	59,255	61,875	64,076	66,279	68,480	70,683	
8	9	56,756	60,696	63,316	65,517	67,720	69,921	72,124	
7	10	58,771	62,711	65,331	67,532	69,735	71,936	74,139	
6	11	60,282	64,222	66,842	69,043	71,246	73,447	75,650	
5	12	61,825	65,765	68,385	70,586	72,789	74,990	77,193	
4	13	63,628	67,568	70,188	72,389	74,592	76,793	78,996	
3	14	65,390	69,330	71,950	74,151	76,354	78,555	80,758	
2	15	67,319	71,259	73,879	76,080	78,283	80,484	82,687	
1	16	69,334	73,274	75,894	78,095	80,298	82,500	84,702	
Top	17	71,349	75,289	77,909	80,111	82,313	84,515	86,717	

Effective July 1, 1991, professional employees on this guide shall hold an earned Master's degree in order to progress beyond the Master's column. Professional employees on the staff as of July 1, 1991, are exempt.

Salary Guide 2018-2019

Steps									
<u>From</u>	<u>In</u>								
<u>Top</u>	<u>Contract</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60	
16	1	52,062	55,168	57,717	60,050	62,385	64,718	67,053	
15	2	52,178	55,315	57,864	60,197	62,532	64,865	67,200	
14	3	52,293	55,462	58,011	60,344	62,679	65,012	67,347	
13	4	52,409	55,609	58,158	60,491	62,826	65,159	67,494	
12	5	52,525	55,756	58,305	60,638	62,973	65,306	67,641	
11	6	53,960	57,191	59,740	62,073	64,408	66,741	69,076	
10	7	55,396	58,627	61,176	63,509	65,844	68,177	70,512	
9	8	57,013	60,244	62,793	65,126	67,461	69,794	72,129	
8	9	58,454	61,685	64,234	66,567	68,902	71,235	73,570	
7	10	60,469	63,700	66,249	68,582	70,917	73,250	75,585	
6	11	61,980	65,211	67,760	70,093	72,428	74,761	77,096	
5	12	63,523	66,754	69,303	71,636	73,971	76,304	78,639	
4	13	65,326	68,557	71,106	73,439	75,774	78,107	80,442	
3	14	67,088	70,319	72,868	75,201	77,536	79,869	82,204	
2	15	69,017	72,248	74,797	77,130	79,465	81,798	84,133	
1	16	71,032	74,263	76,812	79,145	81,480	83,814	86,148	
Top	17	73,047	76,278	78,827	81,161	83,495	85,829	88,163	

Effective July 1, 1991, professional employees on this guide shall hold an earned Master's degree in order to progress beyond the Master's column. Professional employees on the staff as of July 1, 1991, are exempt.

Salary Guide 2019-2020

Steps								
<u>From</u>	<u>In</u>							
<u>Top</u>	<u>Contract</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	53,875	56,225	58,699	61,172	63,648	66,121	68,597
15	2	53,991	56,372	58,846	61,319	63,795	66,268	68,744
14	3	54,106	56,519	58,993	61,466	63,942	66,415	68,891
13	4	54,222	56,666	59,140	61,613	64,089	66,562	69,038
12	5	54,338	56,813	59,287	61,760	64,236	66,709	69,185
11	6	55,773	58,248	60,722	63,195	65,671	68,144	70,620
10	7	57,209	59,684	62,158	64,631	67,107	69,580	72,056
9	8	58,826	61,301	63,775	66,248	68,724	71,197	73,673
8	9	60,267	62,742	65,216	67,689	70,165	72,638	75,114
7	10	62,282	64,757	67,231	69,704	72,180	74,653	77,129
6	11	63,793	66,268	68,742	71,215	73,691	76,164	78,640
5	12	65,336	67,811	70,285	72,758	75,234	77,707	80,183
4	13	67,139	69,614	72,088	74,561	77,037	79,510	81,986
3	14	68,901	71,376	73,850	76,323	78,799	81,272	83,748
2	15	70,830	73,305	75,779	78,252	80,728	83,201	85,677
1	16	72,845	75,320	77,794	80,267	82,743	85,217	87,692
Top	17	74,860	77,335	79,809	82,283	84,758	87,232	89,707

Effective July 1, 1991, professional employees on this guide shall hold an earned Master's degree in order to progress beyond the Master's column. Professional employees on the staff as of July 1, 1991, are exempt.

APPENDIX C.

EXTRA PAY FOR EXTRA DUTY COMPENSATION GUIDE

Extra-Curricular Salary Schedule - 2016-2017

	Step 1 (Years 1 & 2)	Step 2 (Years 3 & 4)	Step 3 (Years 5 & 6)	Step 4 (Years 7 & 8)	Step 5 (Years 9 & 10)	Cap
<u>Class A</u>						
a	4,559	5,289	6,018	6,748	7,477	9,720
b	3,420	3,967	4,514	5,061	5,608	7,290
c	2,564	2,975	3,385	3,795	4,206	5,468
<u>Class B</u>						
a	4,103	4,760	5,417	6,073	6,730	8,749
b	3,078	3,571	4,063	4,555	5,048	6,562
c	2,308	2,678	3,047	3,417	3,785	4,921
<u>Class C</u>						
a	3,192	3,702	4,213	4,724	5,234	6,804
b	2,394	2,777	3,160	3,543	3,926	5,104
c	1,795	2,082	2,370	2,657	2,944	3,827
<u>Class D</u>						
a	2,508	2,909	3,310	3,711	4,113	5,347
b	1,880	2,181	2,482	2,783	3,084	4,009
c	1,410	1,636	1,862	2,087	2,313	3,007
<u>Class E</u>						
a	1,824	2,116	2,407	2,699	2,991	3,888
b	1,368	1,587	1,806	2,024	2,243	2,916
c	1,026	1,191	1,355	1,519	1,683	2,188
<u>Class F</u>						
a	912	1,058	1,204	1,350	1,495	1,944
b	684	793	903	1,012	1,122	1,459
c	513	595	677	759	841	1,093

Step 5 to capacity is calculated at 1.32% increase every year until reaching capacity amount.
Capacity is 130% of Step 5.

APPENDIX C

EXTRA PAY FOR EXTRA DUTY COMPENSATION GUIDE

Extra-Curricular Salary Schedule - 2017-2018

	Step 1 (Years 1 & 2)	Step 2 (Years 3 & 4)	Step 3 (Years 5 & 6)	Step 4 (Years 7 & 8)	Step 5 (Years 9 & 10)	Cap
<u>Class A</u>						
a	4,619	5,359	6,097	6,837	7,576	9,849
b	3,465	4,019	4,574	5,128	5,682	7,387
c	2,598	3,014	3,430	3,845	4,262	5,541
<u>Class B</u>						
a	4,157	4,823	5,489	6,153	6,819	8,865
b	3,119	3,618	4,117	4,615	5,115	6,650
c	2,338	2,713	3,087	3,462	3,835	4,986
<u>Class C</u>						
a	3,234	3,751	4,269	4,786	5,303	6,894
b	2,426	2,814	3,202	3,590	3,978	5,171
c	1,819	2,109	2,401	2,692	2,983	3,878
<u>Class D</u>						
a	2,541	2,947	3,354	3,760	4,167	5,417
b	1,905	2,210	2,515	2,820	3,125	4,063
c	1,429	1,658	1,887	2,115	2,344	3,047
<u>Class E</u>						
a	1,848	2,144	2,439	2,735	3,030	3,939
b	1,386	1,608	1,830	2,051	2,273	2,955
c	1,040	1,207	1,373	1,539	1,705	2,217
<u>Class F</u>						
a	924	1,072	1,220	1,368	1,515	1,970
b	693	803	915	1,025	1,137	1,478
c	520	603	686	769	852	1,108

Step 5 to capacity is calculated at 1.32% increase every year until reaching capacity amount.

Capacity is 130% of Step 5.

APPENDIX C

EXTRA PAY FOR EXTRA DUTY COMPENSATION GUIDE

Extra-Curricular Salary Schedule - 2018-2019

	Step 1 (Years 1 & 2)	Step 2 (Years 3 & 4)	Step 3 (Years 5 & 6)	Step 4 (Years 7 & 8)	Step 5 (Years 9 & 10)	Cap
<u>Class A</u>						
a	4,680	5,430	6,177	6,927	7,676	9,979
b	3,511	4,072	4,634	5,196	5,757	7,484
c	2,632	3,054	3,475	3,896	4,318	5,613
<u>Class B</u>						
a	4,212	4,887	5,561	6,234	6,909	8,982
b	3,160	3,666	4,171	4,676	5,183	6,738
c	2,369	2,749	3,128	3,508	3,886	5,052
<u>Class C</u>						
a	3,277	3,801	4,325	4,849	5,373	6,985
b	2,458	2,851	3,244	3,637	4,031	5,240
c	1,843	2,137	2,433	2,728	3,022	3,929
<u>Class D</u>						
a	2,575	2,986	3,398	3,810	4,222	5,489
b	1,930	2,239	2,548	2,857	3,166	4,116
c	1,448	1,680	1,912	2,143	2,375	3,088
<u>Class E</u>						
a	1,872	2,172	2,471	2,771	3,070	3,991
b	1,404	1,629	1,854	2,078	2,303	2,994
c	1,054	1,223	1,391	1,559	1,728	2,246
<u>Class F</u>						
a	936	1,086	1,236	1,386	1,535	1,996
b	702	814	927	1,039	1,152	1,498
c	527	611	695	779	863	1,122

Step 5 to capacity is calculated at 1.32% increase every year until reaching capacity amount.

Capacity is 130% of Step 5.

APPENDIX C

EXTRA PAY FOR EXTRA DUTY COMPENSATION GUIDE

Extra-Curricular Salary Schedule - 2019-2020

	Step 1 (Years 1 & 2)	Step 2 (Years 3 & 4)	Step 3 (Years 5 & 6)	Step 4 (Years 7 & 8)	Step 5 (Years 9 & 10)	Cap
<u>Class A</u>						
a	4,742	5,502	6,259	7,018	7,777	10,110
b	3,557	4,126	4,695	5,265	5,833	7,583
c	2,667	3,094	3,521	3,947	4,375	5,688
<u>Class B</u>						
a	4,268	4,952	5,634	6,316	7,000	9,100
b	3,202	3,714	4,226	4,738	5,251	6,826
c	2,400	2,785	3,169	3,554	3,937	5,118
<u>Class C</u>						
a	3,320	3,851	4,382	4,913	5,444	7,077
b	2,490	2,889	3,287	3,685	4,084	5,309
c	1,867	2,165	2,465	2,764	3,062	3,981
<u>Class D</u>						
a	2,609	3,025	3,443	3,860	4,278	5,561
b	1,955	2,269	2,582	2,895	3,208	4,170
c	1,467	1,702	1,937	2,171	2,406	3,128
<u>Class E</u>						
a	1,897	2,201	2,504	2,808	3,111	4,044
b	1,423	1,651	1,878	2,105	2,333	3,033
c	1,068	1,239	1,409	1,580	1,751	2,276
<u>Class F</u>						
a	948	1,100	1,252	1,404	1,555	2,022
b	711	825	939	1,053	1,167	1,517
c	534	619	704	789	874	1,136

Step 5 to capacity is calculated at 1.32% increase every year until reaching capacity amount.

Capacity is 130% of Step 5.

APPENDIX C

EXTRA PAY FOR EXTRA DUTY COMPENSATION GUIDE

Extra-Curricular Position Placement Guide

CLASS A		
a	b	c
Football Head	Football Assistant (4) Football Junior High Head	Football Junior High Assistant (2)
CLASS B		
a	b	c
Boys Basketball Head	Boys Basketball Assistant Boys Basketball Junior High Head	Boys Basketball JH Assistant (2)
Girls Basketball Head	Girls Basketball Assistant Girls Basketball Junior High Head	Girls Basketball JH Assistant (2)
Marching Band Director		
Wrestling Head	Wrestling Assistant (2) Wrestling Junior High Head	Wrestling JH Assistant
CLASS C		
a	b	c
Boys Soccer Head	Boys Soccer Assistant (2) Boys Soccer Junior High Head	Boys Soccer JH Assistant
Boys Volleyball Head	Boys Volleyball Assistant	
Baseball Head	Baseball Assistant (3)	
Equipment Manager Head		
Field Hockey Head	Field Hockey Assistant (2) Field Hockey Junior High Head	Field Hockey JH Assistant
Girls Soccer Head	Girls Soccer Assistant (2) Girls Soccer Junior High Head	Girls Soccer JH Assistant

CLASS C (continuation)		
a	b	c
Girls Softball Head	Girls Softball Assistant (3)	
Girls Volleyball Head	Girls Volleyball Assistant	
	Marching Band Assistant (5)	
Strength Facilities Head (Sept. 1 through August 31)	Strength Facilities Assistant	
Swimming Head	Swimming Assistant	
Track Head	Track Junior High Head Track Assistant (4)	Track JH Assistant (2)
Choral Director HS (only if still in position since 2010-11)	Show Choir Director Holiday Production Companies Director	
Orchestra Director MS/HS (only if still in position since 2010-11)		
CLASS D		
a	b	c
Academic Team Advisor	Academic Team Assistant	
Bowling Head		
Boys Tennis Head		
Cheerleading Head	Cheerleading Assistant Cheerleading JH Head	Cheerleading JH Assistant
Choral Director HS		
Concert Band HS		
Cross Country Head	Cross Country Assistant (2) Cross Country JH Head	Cross Country JH Assistant
Girls Tennis Head		
Golf Head		
Orchestra Director MS/HS		
Yearbook Advisor HS		

CLASS E		
a	b	c
	Elementary Band Concert Director	
	Elementary Orchestra Concert Director	
Musical Pit Orchestra Director		Jazz Band HS Jazz Band MS A Capella Director HS
Musical Stage Art Director Musical Vocal Director		Elementary Music Director JB Elementary Music Director JRB Elementary Music Director KH Elementary Music Director LE
Science Fair Advisor - HS Science Fair Advisor – MS Senior Class Advisor		Lead Teacher HS (3) Lead Nurse
Drama Director HS Fall Musical Drama Director HS	Drama Director MS Fall Musical Drama Director MS Assistant Drama Director HS Fall Musical Drama Director Assistant HS	Elementary Drama Director JB Elementary Drama Director JRB Elementary Drama Director KH Elementary Drama Director LE Drama Make-Up Artist Fall Musical Make-Up Artist
Science Olympiad Advisor		Yearbook Advisor MS
		Choral Concert Large Costume Coordinator Choral Concert Stage Craft Supervisor Holiday Choral Concert Stage Craft Supervisor Choral Concert Stage Art / Prop Creator
		Drama Stage Manager Fall Musical Stage Manager
		Drama Lighting Technician Fall Musical Lighting Technician
		Drama Stage Art Director Fall Choral Concert Stage Art Director
		Drama Costume Coordinator Fall Musical Costume Coordinator

CLASS E (continuation)		
a	b	c
		Drama Production Assistant Fall Musical Choreographer
		Drama House Manager Fall Musical House Manager
		Safety Patrol - JB Safety Patrol - JRB Safety Patrol - KH Safety Patrol - LE
CLASS F		
a	b	c
	Class Advisor – Junior Class Advisor – Sophomore Class Advisor - Freshman	
Club Advisor – History Club Club Advisor – TSA Club	Club Advisor – Drama Club	
Computer Fair Coordinator		
	Lead Teacher MS (3)	
Literary Magazine Advisor		
National Honor Society Advisor	National Art Honor Society Advisor National Business Honor Society Advisor	
Student Government Advisor HS	Student Government Advisor MS	
	Tech Resource HS (4) Tech Resource MS (3) Tech Resource Elem – JB (2) Tech Resource Elem – JRB (2) Tech Resource Elem – KH (2) Tech Resource Elem – LE (2)	

CLASS F *(continuation)*

a	b	c
	Choral Director MS Orchestra Director MS Concert Band MS Musical Vocal Director MS	Elementary Band Director – JB Elementary Band Director – JRB Elementary Band Director – KH Elementary Band Director – LE Elementary Orchestra Director – JB Elementary Orchestra Director – JRB Elementary Orchestra Director – KH Elementary Orchestra Director - LE

Guidelines for Initiating a Pilot Program

In accordance with the Collective Bargaining Agreement, a Joint Committee of the WSD and the WEA has developed a protocol for the application, review and approval of newly created extracurricular activities. Advisors may be approved for compensation after an initial two-year trial period of operation. During the two-year trial period, and for as long as the advisor position remains a non-compensated position, the activity will be referred to as a Pilot Program. If the advisor position is added to the compensation schedule or is approved for payment at the Intramural rate, the activity will then be referred to as an *Extra-curricular Activity*.

Such activities might be generated as a result of, but not limited to, the following possibilities:

- Athletic need or League/PIAA/Title 9 regulation
- Government initiative/mandate
- Community, School Board, Administration, Faculty, Student request

To initiate a Pilot Program, an *Application* must be completed and submitted by the pilot program advisor to the building principal for review. The application will then be forwarded to the aforementioned Joint Committee for additional review. The application will include a reasonable estimate of the following:

- number of students participating
- student/adult ratio
- number of hours of student contact time
- public relations impact

During the application review process, other considerations will include but are not limited to relationship to PA Standards, District liability and other legal ramifications, relationship to existing programs, budget constraints, and health and safety concerns.

A written report that updates and verifies the information given on the original application will be submitted by the pilot program advisor to the Joint Committee at the end of each trial year. The two-year trial period may be shortened in some cases, such as but not limited to:

- Law or regulation requires the creation of a program.
- Participation soundly predicts continued viability
- Program in operation prior to July 1, 2011

Following the trial period, possible outcomes may include a recommendation for:

- Compensation
- Continuation on a trial basis
- Discontinuation of the pilot program

Any position recommended for compensation by the Joint Committee will be additionally subject to Board approval and WEA ratification.

Application – Extra Curricular Pilot Program

Pilot Program Name: _____ Date: _____

Individual Submitting Application: _____ Building: _____

Description of Activity (Include alignment to educational standards – attach additional sheets if needed.):

Location & facilities needed: _____
(e.g. your building, a classroom, gym, library.)

Anticipated meeting time _____
(e.g. Tue. 3-4PM)

Anticipated beginning and ending dates for meetings: _____

Anticipated number of hours of student contact time: _____
(Days per week, hours per day, etc.)

Anticipated number of students: _____

Anticipated number of adults (including self): _____

Anticipated number of hours of preparation time: _____
(Seasonal, year round, frequency, etc.)

Anticipated public relations impact: _____

(Describe impact on school & community from a PR standpoint, any special events – attach additional sheets if needed.)

Anticipated Costs: _____

(Describe materials & supplies needed and funding sources.)

My intention is for the future direction of this pilot program to be: ___ Volunteer only
(Please check one.) ___ Compensated

Applicant Signature: _____

Building Principal Signature: _____ Recommended: ___ Y
___ N

<i>Joint Committee Review</i>	_____ <i>Original application</i>	<i>Date:</i> _____
	_____ <i>Year 1</i>	<i>Date:</i> _____
	_____ <i>Year 2</i>	<i>Date:</i> _____

APPENDIX D. MEDICAL INSURANCE BENEFITS

The following benefits for the traditional PPO plan will continue to be provided to full-time professional employees through December 31, 2016, consistent with the Schedule of Benefits set forth below. Any professional employees who elected to be enrolled in the PPO Wellness Plan shall continue to receive the same Wellness Plan coverage and benefits as in place on June 30, 2016, until December 31, 2016.

July 1, 2016 through December 31, 2016

Employee Contribution	8%
Employee + 1 Contribution	14%
Employee + 2 or more Contribution	14%

In-Network

Out-of-Network

Preventive Care

Early Detection Testing	Payment (see below)/visit, then 100%	Not Covered
Pediatric Visits	Payment (see below)/visit, then 100%	Not Covered
Pediatric Immunizations	100% paid by plan	70% paid by plan
Gynecological Test	Payment (see below)/visit, then 100%	Not Covered

July 1, 2016 through December 31, 2016

Primary Care	\$15
Specialists	\$20

In-Patient Care

Room and Board	After deductible, 90% paid by plan	After deductible, 70% paid by plan
Surgical Services	After deductible, 90% paid by plan	After deductible, 70% paid by plan
Doctor Visit	After deductible, 90% paid by plan	After deductible, 70% paid by plan

Out-Patient Care

Primary Care Office Visit*	\$15 payment/visit, then 100%	Subject to deductible and coinsurance
Specialist Office Visit	Payment (see below)/visit, then 100%	Subject to deductible and coinsurance
Prescription Drugs	Subject to deductible and coinsurance	Subject to deductible and coinsurance
X-Ray and Lab	Subject to deductible and coinsurance	Subject to deductible and coinsurance
Emergency Accident	Subject to deductible and coinsurance	Subject to deductible and coinsurance
Other Services and Supplies	Subject to deductible and coinsurance	Subject to deductible and coinsurance

July 1, 2016 through December 31, 2016

Specialists	\$20
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* Primary Care Physician (PCP) is a licensed Doctor of Medicine (M.D.) or Doctor of Osteopathy (D.O.) whose primary field of study is Family Practice, General Medicine, Internal Medicine (non-specialist) or General Pediatrics.

	<u>In-Network</u>	<u>Out-of-Network</u>
<u>Mental/Nervous</u>		
In-Patient	After deductible, 90% paid by plan	After deductible, 70% paid by plan
Out-Patient	Payment/visit (see below), then 100%	After deductible, 70% paid by plan
<u>July 1, 2016 through December 31, 2016</u>		
Specialists	\$20	
<u>Drug & Alcohol</u>		
Out-patient Annual Maximum	Unlimited	Unlimited
Out-patient Per Visit Maximum	\$90	\$90
<u>Deductible</u>		
	<u>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
Individual	\$350	\$700
Family	\$700	\$1,400
<u>Employee Coinsurance</u>		
	<u>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
	10% of next \$5,000, then 100%	30% of next \$5,000, then 100%
<u>Lifetime Maximum Benefit</u>		
	Unlimited (all benefits combined)	
<u>Out-of-Pocket Maximum</u>		
	<u>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
Individual	\$850	\$2,200
Family	\$1,700	\$4,400
<u>Chiropractic</u>		
	Co-payment (see below)	
	<u>July 1, 2016 through December 31, 2016</u>	
	\$20	
<u>Early Detection</u>		
Any doctor-ordered test	Co-payment (see below)	
	<u>July 1, 2016 through December 31, 2016</u>	
Primary Care	\$15	
Specialists	\$20	

APPENDIX D. MEDICAL INSURANCE BENEFITS

Effective January 1, 2017, the District shall provide to full-time professional employees three (3) different medical plan options for eligible employees to select from, each consistent with the Schedule of Benefits set forth herein.

Option 1 shall be the District’s Traditional PPO Plan, Option 2 shall be the District’s PPO Wellness Plan, and Option 3 shall be the District’s Qualified High Deductible Health Plan (QHDHP) with a Health Savings Account (HSA).

Each year during open enrollment (November 1 through December 1) or within thirty (30) calendar days of experiencing a qualifying event recognized under federal law, eligible employees will be permitted to change their medical plan option. Long-term substitute teachers eligible for medical benefits, eligible employees upon date of hire until the next open enrollment period, and any full-time employee not eligible for a HSA under IRS rules and regulations, as set forth in *IRS Publication 969*, will not be eligible to enroll in the District’s QHDHP plan option.

Option 3, the District’s Qualified High Deductible Health Plan (QHDHP) with a Health Savings Account (HSA) will have Deductibles, Coinsurance Out-of-Pocket Maximums, and Employer Contributions to the HSA accounts for employees selecting the QHDHP plan option as summarized below. HSA Employer Contributions shall be made in full on the first day of each plan year.

<u>Plan Year</u>	<u>Deductibles In-Network</u>		<u>Deductibles Out-of-Network</u>		<u>HSA District Funding</u>	
	(Single)	(2 and Family)	(Single)	(2 and Family)	(Single)	(2 and Family)
Jan17-Dec17	1,300	2,600	2,600	5,200	1,300	2,600
Jan18-Dec18	1,500	3,000	3,000	6,000	1,200	2,400
Jan19-Dec19	1,500	3,000	3,000	6,000	1,100	2,200
Jan20-Dec20	1,750	3,500	3,500	7,000	1,000	2,000
<u>Co-Insurance</u>	<u>In-Network</u>		<u>Out-of-Network</u>			
Jan17-Dec17	1,000	2,000	1,500	2,500		
Jan18-Dec18	1,200	2,400	1,900	3,300		
Jan19-Dec19	1,200	2,400	1,900	3,300		
Jan20-Dec20	1,250	2,500	2,400	4,300		

Employee premium share contributions for single, two-party and family coverage, regardless of the medical plan option selected, shall be as set forth below.

Employee Contribution	8%
Employee + 1 Contribution	14%
Employee + 2 or more Contribution	14%

Traditional PPO Plan Option, 2017-2020

DEDUCTIBLES AND MAXIMUMS			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Annual Deductible (cross-accumulates in and out of network)</i>	<i>When services are rendered at Lancaster Regional and Heart of Lancaster.</i>		
Individual	Waived	\$500	\$1,000
Family (aggregate)	Waived	\$1,000	\$2,000
<i>Coinsurance</i>	10%	10%	30%
<i>Coinsurance Maximum</i>			
Individual	\$600		\$1,100
Family (aggregate)	\$1,200		\$2,200
Total Maximum Out of Pocket (includes Deductibles, Coinsurance and Copays for both medical and pharmacy)			
Individual	\$3000 <i>(All out of pocket payments combined)</i>		Not Applicable
Family (aggregate)	\$6000 <i>(All out of pocket payments combined)</i>		Not Applicable
OUTPATIENT SERVICES			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Physician Services (for illness or injury)</i>	(Not subject to deductible)	(Not subject to deductible)	
<i>Primary Care Visit (PCP)</i>	<i>\$15 Copay</i>	<i>\$15 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Specialist Visit (SCP)</i>	<i>\$25 Copay</i>	<i>\$25 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Preventive Services*</i>	(Not subject to deductible)	(Not subject to deductible)	
<i>Gynecological Exam (subscriber or spouse)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Well Child Visit (through age 18)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Adult Physical Visit (subscriber and spouse only)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Routine Pediatric Immunizations (through age 18)</i>	<i>0%</i>	<i>0%</i>	30% Eligible Charges (after annual deductible)
<i>Hearing Exams (under age 19)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
Allergy Testing & Allergy Serum	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Chiropractic Care Maximum 25 visits per calendar year.	\$25 office visit Copay	\$25 office visit Copay	\$25 office visit Copay
Outpatient Surgery	<i>10% (after annual deductible)</i>	<i>10% (after annual deductible)</i>	30% Eligible Charges (after annual deductible)
Lab Services	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Diagnostic X-ray	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Radiology (CAT, MRI, Ultrasound)	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
HOSPITAL SERVICES			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
Hospital Care			
<i>Semi-private room (private room if medically necessary)</i>	<i>10% (after annual deductible)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Physician and Surgeon Fees</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Surgery</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Lab and X-ray services</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>All Medically Necessary Ancillary Services</i>	<i>10% (after annual deductible)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Anesthesia</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Administration of Blood</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Blood Products</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Therapy Services (Chemotherapy & Radiation Therapy)</i>	<i>10% (after annual deductible)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

Traditional PPO Plan Option, 2017-2020

MATERNITY SERVICES			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
Pregnancy Care (PCP/SCP) (copay for the first office visit only)	\$15/\$25 Copay (not subject to annual deductible)	\$15/\$25 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Delivery	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
FAMILY PLANNING			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Infertility Counseling/Testing</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Tubal Ligation/Vasectomy</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
PRESCRIPTION DRUGS			
Excludes infertility drugs. Includes oral contraceptives, erectile dysfunction & smoking cessation drugs. All generics are covered under Tier 1.	Retail: \$5 for 1 A Generics / \$10 Generics / \$25 Brand / \$50 Brand non-formulary Mail Order: \$10 for 1 A Generics / \$20 Generics / \$50 Brand / \$100 Brand non-formulary COVERED ONLY AT PARTICIPATING PHARMACIES PLEASE PRESENT YOUR RX ID CARD AT PARTICIPATING PHARMACIES		
EMERGENCY CARE			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
Emergency Room Services	\$75 copay (copay waived if admitted), (after annual deductible) * Non-emergencies are not covered.		
Urgent Care	\$25.00 copay (after annual deductible)		
REHABILITATION SERVICES			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
Occupational, Speech, Physical Therapy	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES			
	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
General Mental Health: Inpatient	(Mental health services must be preauthorized)		
	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (not subject to annual deductible)	\$15 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Serious Mental Health: Inpatient	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (not subject to annual deductible)	\$15 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Substance Abuse: Inpatient Detoxification	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Inpatient Rehabilitation	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Transitional Partial Hospitalization	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

Traditional PPO Plan Option, 2017-2020

<i>OTHER BENEFITS</i>	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Claim Forms Required</i>	No	No	Yes
<i>Durable Medical Equipment (DME)</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Corrective Appliances</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Home Health Care Services	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Hospice Care	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Skilled Nursing Facility</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Dental Services			
Emergency treatment of dental injury	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Removal of Impacted Third Molars	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Orthotics Coverage</i>	10% after annual deductible)	10% after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Hearing Aid and Appliance coverage</i>	10% after annual deductible)	10% after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Vision Services</i>	Vision One Eyecare Program®: Receive immediate savings on all eye care needs--discounts on frames, lenses, disposable contacts, and even LASIK surgery--at participating providers through the EyeMed Vision Care network.		

PRECERTIFICATION

By Physician

By Physician

By Patient

LIFETIME MAXIMUM

Unlimited

Your plan pays nonparticipating providers an out-of-network rate. In addition to your copay or coinsurance, you are responsible for paying nonparticipating providers the difference between our out-of-network rate and their actual charge for nonemergency services. Your out-of-pocket costs for nonemergency care from nonparticipating providers may be substantial.

Dependent Coverage Age Limit is 26.

This is not a contract and is not a complete description of your benefits or the applicable terms and conditions. It is intended solely to provide you with a sample of the benefits offered under the plan. Complete details of benefits, terms and exclusions are governed by your Summary Plan Description.

* A Preferred provider list will be provided by Warwick School District's Human Resources department.

PPO Wellness Plan Option, 2017-2020

DEDUCTIBLES AND MAXIMUMS	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Annual Deductible (cross-accumulates in and out of network)</i>	<i>When services are rendered at Lancaster Regional and Heart of Lancaster.</i>		
Individual	Waived	\$750	\$1,500
Family (aggregate)	Waived	\$1,500	\$3,000
<i>Coinsurance</i>	10%	10%	30%
<i>Coinsurance Maximum</i>			
Individual	\$850		\$1,600
Family (aggregate)	\$1,700		\$3,200
Total Maximum Out of Pocket (includes Deductibles, Coinsurance and Copays for both medical and pharmacy)			
Individual	\$3000 <i>(All out of pocket payments combined)</i>		Not Applicable
Family (aggregate)	\$6000 <i>(All out of pocket payments combined)</i>		Not Applicable
OUTPATIENT SERVICES	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Physician Services (for illness or injury)</i>	(Not subject to deductible)	(Not subject to deductible)	
<i>Primary Care Visit (PCP)</i>	<i>\$15 Copay</i>	<i>\$15 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Specialist Visit (SCP)</i>	<i>\$25 Copay</i>	<i>\$25 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Preventive Services*</i>	(Not subject to deductible)	(Not subject to deductible)	
<i>Gynecological Exam (subscriber or spouse)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Well Child Visit (through age 18)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Adult Physical Visit (subscriber and spouse only)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
<i>Routine Pediatric Immunizations (through age 18)</i>	<i>0%</i>	<i>0%</i>	30% Eligible Charges (after annual deductible)
<i>Hearing Exams (under age 19)</i>	<i>\$0 Copay</i>	<i>\$0 Copay</i>	30% Eligible Charges (after annual deductible)
Allergy Testing & Allergy Serum	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Chiropractic Care Maximum 25 visits per calendar year.	\$25 office visit Copay	\$25 office visit Copay	\$25 office visit Copay
Outpatient Surgery	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Lab Services	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Diagnostic X-ray	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Radiology (CAT, MRI, Ultrasound)	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
HOSPITAL SERVICES	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Hospital Care</i>			
<i>Semi-private room (private room if medically necessary)</i>	10% (after annual deductible)		30% Eligible Charges (after annual deductible)
<i>Physician and Surgeon Fees</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Surgery</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Lab and X-ray services</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>All Medically Necessary Ancillary Services</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Anesthesia</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Administration of Blood</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Blood Products</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Therapy Services (Chemotherapy & Radiation Therapy)</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

PPO Wellness Plan Option, 2017-2020

MATERNITY SERVICES	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Pregnancy Care (PCP/SCP) (copay for the first office visit only)</i>	<i>\$15/\$25 Copay (not subject to annual deductible)</i>	<i>\$15/\$25 Copay (not subject to annual deductible)</i>	<i>30% Eligible Charges (after annual deductible)</i>
<i>Delivery</i>	<i>10% (after annual deductible)</i>	<i>10% (after annual deductible)</i>	<i>30% Eligible Charges (after annual deductible)</i>
FAMILY PLANNING	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Infertility Counseling/Testing</i>	<i>10% (after annual deductible)</i>	<i>10% (after annual deductible)</i>	<i>30% Eligible Charges (after annual deductible)</i>
<i>Tubal Ligation/Vasectomy</i>	<i>10% (after annual deductible)</i>	<i>10% (after annual deductible)</i>	<i>30% Eligible Charges (after annual deductible)</i>
PRESCRIPTION DRUGS	Retail: \$5 for 1 A Generics / \$10 Generics / \$25 Brand / \$50 Brand non-formulary Mail Order: \$10 for 1 A Generics / \$20 Generics / \$50 Brand / \$100 Brand non-formulary formulary COVERED ONLY AT PARTICIPATING PHARMACIES PLEASE PRESENT YOUR RX ID CARD AT PARTICIPATING PHARMACIES		
Excludes infertility drugs. Includes oral contraceptives, erectile dysfunction & smoking cessation drugs. All Generics are covered under Tier 1.			
EMERGENCY CARE	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Emergency Room Services</i>	<i>\$75 copay (copay waived if admitted), (after annual deductible)</i>		
<i>Urgent Care</i>	<i>* Non-emergencies are not covered.</i>		
	<i>\$25.00 copay (after annual deductible)</i>		
REHABILITATION SERVICES	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
Occupational, Speech, Physical Therapy	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
General Mental Health:	(Mental health services must be preauthorized)		
<i>Inpatient</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (not subject to annual deductible)	\$15 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
<i>Serious Mental Health:</i>			
Inpatient	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (not subject to annual deductible)	\$15 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Substance Abuse:			
<i>Inpatient Detoxification</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Inpatient Rehabilitation	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Transitional Partial Hospitalization	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

PPO Wellness Plan Option, 2017-2020

OTHER BENEFITS	<i>You Pay Preferred*</i>	<i>You Pay Aetna In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Claim Forms Required</i>	No	No	Yes
<i>Durable Medical Equipment (DME)</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Corrective Appliances</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Home Health Care Services	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Hospice Care	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Skilled Nursing Facility</i>	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Dental Services			
Emergency treatment of dental injury	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Removal of Impacted Third Molars	10% (after annual deductible)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Orthotics Coverage</i>	10% after annual deductible)	10% after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Hearing Aid and Appliance coverage</i>	10% after annual deductible)	10% after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Vision Services</i>	Vision One Eyecare Program®: Receive immediate savings on all eye care needs--discounts on frames, lenses, disposable contacts, and even LASIK surgery--at participating providers through the EyeMed Vision Care network.		
Health Reimbursement Account will be funded up to \$300.00/calendar year after completion of specific wellness requirements, cumulative to a maximum \$500 at any time. See your wellness option plan description for details.			

PRECERTIFICATION

By Physician

By Physician

By Patient

LIFETIME MAXIMUM

Unlimited

Your plan pays nonparticipating providers an out-of-network rate. In addition to your copay or coinsurance, you are responsible for paying nonparticipating providers the difference between our out-of-network rate and their actual charge for nonemergency services. Your out-of-pocket costs for nonemergency care from nonparticipating providers may be substantial.

Dependent Coverage Age Limit is 26.

This is not a contract and is not a complete description of your benefits or the applicable terms and conditions. It is intended solely to provide you with a sample of the benefits offered under the plan. Complete details of benefits, terms and exclusions are governed by your Summary Plan Description.

* A Preferred provider list will be provided by Warwick School District's Human Resources department.

Health Promotion Criteria

See Wellness Option Plan description for details.

**Qualified High Deductible Health Plan (QHDHP) Option
with Health Savings Account (HSA), 2017-2020**

<i>DEDUCTIBLES AND MAXIMUMS</i>	<i>You Pay</i>	<i>You Pay</i>
	<i>In-Network</i>	<i>Out-of-Network</i>
<i>Annual Deductible (excludes copays)</i>		
Individual / Family (aggregate)	\$1,300 / \$2,600 (2017) \$1,500 / \$3,000 (2018) \$1,500 / \$3,000 (2019) \$1,750 / \$3,500 (2020)	\$2,600 / \$5,200 (2017) \$3,000 / \$6,000 (2018) \$3,000 / \$6,000 (2019) \$3,500 / \$7,000 (2020)
<i>Coinsurance Maximum (includes 10% coinsurance only)</i>		
Individual / Family (aggregate)	\$1,000 / \$2,000 (2017) \$1,200 / \$2,400 (2018) \$1,200 / \$2,400 (2019) \$1,250 / \$2,500 (2020)	\$1,500 / \$2,500 (2017) \$1,900 / \$3,300 (2018) \$1,900 / \$3,300 (2019) \$2,400 / \$4,300 (2020)
<i>Total Out-of-Pocket Maximum (includes deductibles, copays, and coinsurance for both medical and pharmacy)</i>		
<i>Individual</i>	\$3,000 (All out of pocket payments combined)	Not Applicable
<i>Family (aggregate)</i>	\$6,000 (All out of pocket payments combined)	Not Applicable
<i>OUTPATIENT SERVICES</i>	<i>You Pay</i>	<i>You Pay</i>
	<i>In-Network</i>	<i>Out-of-Network</i>
<i>Physician Services (for illness or injury)</i>		
<i>Primary Care Visit (PCP)</i>	\$15 Copay (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Specialist Visit (SCP)</i>	\$25 Copay (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Preventive Services*</i>		
<i>Gynecological Exam</i>	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Well Child Visit</i>	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Adult Physical Visit</i>	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Routine Pediatric Immunizations</i>	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Hearing Exams (under age 19)</i>	\$0 Copay	30% Eligible Charges (after annual deductible)
Allergy Testing & Allergy Serum	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Chiropractic Care Maximum 25 visits per calendar year.	\$25 office visit Copay; after annual deductible	\$25 office visit Copay; after annual deductible
Outpatient Surgery	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Lab Services	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Diagnostic X-ray	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Radiology (CAT, MRI, Ultrasound)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>HOSPITAL SERVICES</i>	<i>You Pay</i>	<i>You Pay</i>
	<i>In-Network</i>	<i>Out-of-Network</i>
<i>Hospital Care</i>		
<i>Semi-private room (private room if medically necessary)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Physician and Surgeon Fees</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Surgery</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Lab and X-ray services</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>All Medically Necessary Ancillary Services</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Anesthesia</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Administration of Blood</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Blood Products</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Therapy Services (Chemotherapy & Radiation Therapy)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

**Qualified High Deductible Health Plan (QHDHP) Option
with Health Savings Account (HSA), 2017-2020**

MATERNITY SERVICES		
	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
Pregnancy Care (PCP/SCP) (copay for the first office visit only)	\$15/\$25 Copay (after annual deductible)	30% Eligible Charges (after annual deductible)
Delivery	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
FAMILY PLANNING		
	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Infertility Counseling/Testing/Vasectomy</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Tubal Ligation</i>	0%	30% Eligible Charges (after annual deductible)
PRESCRIPTION DRUGS		
Excludes infertility drugs. Includes oral contraceptives & erectile dysfunction drugs. Also includes smoking cessation drugs. Includes "Lifestyle Drug Discount Program"*. All generics covered under Tier 1.	<i>Copays apply after the annual deductible has been met</i>	
	Retail: \$5 for 1 A Generics / \$10 Generics / \$25 Brand / \$50 Brand non-formulary Mail Order: \$10 for 1 A Generics / \$20 Generics / \$50 Brand / \$100 Brand non-formulary COVERED ONLY AT PARTICIPATING PHARMACIES PLEASE PRESENT YOUR RX ID CARD AT PARTICIPATING PHARMACIES	
EMERGENCY CARE		
	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
Emergency Room Services	\$75 copay (copay waived if admitted), (after annual deductible) * Non-emergencies are not covered.	
Urgent Care	\$25.00 copay (after annual deductible)	
REHABILITATION SERVICES		
	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
Occupational, Speech, Physical Therapy	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES		
	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
General Mental Health:	(Mental health services must be preauthorized)	
Inpatient	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (after annual deductible)	30% Eligible Charges (after annual deductible)
Serious Mental Health:		
Inpatient	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician Services (Outpatient)	\$15 Copay (after annual deductible)	30% Eligible Charges (after annual deductible)
Substance Abuse:		
Inpatient Detoxification	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Inpatient Rehabilitation	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Transitional Partial Hospitalization	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

**Qualified High Deductible Health Plan (QHDHP) Option
with Health Savings Account (HSA), 2017-2020**

<i>OTHER BENEFITS</i>	<i>You Pay In-Network</i>	<i>You Pay Out-of-Network</i>
<i>Claim Forms Required</i>	No	Yes
<i>Durable Medical Equipment (DME)</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Corrective Appliances</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Home Health Care Services	10% (after annual deductible)	30% Eligible Charges (after annual deductible) <i>40 visits combined per calendar year</i>
Hospice Care	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Skilled Nursing Facility</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Dental Services		
Emergency treatment of dental injury	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Removal of Impacted Third Molars	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Orthotics Coverage</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Hearing Aid and Appliance coverage</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Vision Services</i>	Vision One Eyecare Program®: Receive immediate savings on all eye care needs--discounts on frames, lenses, disposable contacts, and even LASIK surgery--at participating providers through the EyeMed Vision Care network.	
PRECERTIFICATION	By Physician	By Patient
LIFETIME MAXIMUM	Unlimited	
<p>Your plan pays nonparticipating providers an out-of-network rate. In addition to your copay or coinsurance, you are responsible for paying nonparticipating providers the difference between our out-of-network rate and their actual charge for nonemergency services. Your out-of-pocket costs for nonemergency care from nonparticipating providers may be substantial.</p> <p><i>Dependent Coverage Age Limit is 26.</i></p> <p>This is not a contract and is not a complete description of your benefits or the applicable terms and conditions. It is intended solely to provide you with a sample of the benefits offered under the plan. Complete details of benefits, terms and exclusions are governed by your Summary Plan Description.</p> <p><i>* Fertility, Prescription Weight Loss Drugs, OTC & Prescription Smoking Cessation Drugs and Prescription Vitamins – (Must have a Script, use a par pharmacy to get HealthAmerica's discounted price "typically between 10% and 40%) – Discount program only –</i></p>		

APPENDIX E. DENTAL, LIFE AND VISION INSURANCE BENEFITS

The following benefits will be provided to full-time professional employees:

I. DENTAL

July 1, 2016 through December 31, 2016

Employee Contribution	8%
Employee + 1 Contribution	14%
Employee + 2 or more Contribution	14%
Diagnostic	100%
Preventive	100%
Minor Restorative	100%
Oral Surgery	85%
Endodontics	85%
Periodontics	85%
Major Restorative	85%
Prosthodontics	85%
Orthodontics	50%

Maximum per Person per year (for all of the above services combined) \$1,400

Deductible (not applied to diagnostic and preventive services)

Individual	\$50
Family	\$100

Effective January 1, 2017

Dependent coverage for adult children up to the age of 26 will be provided under the terms of this dental plan, consistent with the same rules for adult dependent coverage up to the age of 26 for medical insurance plans.

Employee Contribution	8%
Employee + 1 Contribution	14%
Employee + 2 or more Contribution	14%

	In Network	Out of Network
Diagnostic	100%	80% UCR
Preventive	100%	80% UCR
Minor Restorative	100%	80% UCR
Oral Surgery	85%	80% UCR
Endodontics	85%	80% UCR
Periodontics	85%	80% UCR
Major Restorative	85%	80% UCR
Prosthodontics	85%	80% UCR
Orthodontics	50%	50% UCR

Maximum per Person per year (for all of the above services combined) \$2,000

Deductible (not applied to diagnostic and preventive services)

Individual	\$50
Family	\$100

The entire dental insurance plan is available upon request or on the District's staff portal. Please note several plan limitations and exclusions apply.

II. LIFE INSURANCE / ACCIDENTAL DEATH AND DISMEMBERMENT

Term life insurance, with Accidental Death and Dismemberment (AD&D), will be provided in an amount equal to two (2) times a professional employee's annual base salary, rounded to the closest thousand dollars for the life of this Agreement. The entire life insurance and AD&D plan is available upon request or on the District's staff portal. Please note several plan limitations and exclusions apply.

III. VISION INSURANCE

Vision benefits for eligible employees shall be provided in accordance with Article XI, Section G for the period July 1, 2016 through December 31, 2016. Effective January 1, 2017, vision insurance benefits for eligible employees shall be provided consistent with the Schedule of Benefits outlined below. Also effective January 1, 2017, dependent coverage for adult children up to the age of 26 will be provided under the terms of this vision insurance plan, consistent with the same rules for adult dependent coverage up to the age of 26 for medical insurance plans.

Employee Contribution	0%
Employee + 1 Contribution	0%
Employee + 2 or more Contribution	0%

	In Network	Out of Network
Frequencies ...		
Exam/Lens/Frames	12 mos./12 mos./24 mos. (In Network or Out of Network) Based on date of service	
Deductibles ...		
Exam	\$10 (In Network or Out of Network)	
Eye Glass Lenses or Frames**	\$25 (In Network or Out of Network)	
** The deductible applies to a complete pair of glasses or to frames, whichever is selected.		
Maximum per Person per year	None	None
Annual Eye Exam	100%	Up to \$45

Lenses (per pair) ...		
Single Vision	100%	Up to \$30
Bifocal	100%	Up to \$50
Trifocal	100%	Up to \$65
Lenticular	100%	Up to \$100
Progressive	See lens options below	N/A
Frames	\$130*	Up to \$70

* The Costco allowance will be the wholesale equivalent.

Contact Lenses ...		
Fit & Follow Up Exams	Member cost up to \$60	No benefit
Contacts (Elective)	Up to \$130	Up to \$105
Contacts (Medically Necessary)	100%	Up to \$210

Lens Options ... member costs vary by prescription, option chosen and retail locations

	In Network + Affiliates (Other than Costco)	Out of Network
Progressive Lenses	Up to the provider's contracted fee for Lined Bifocal Lenses. The patient is responsible for the difference between the base lens and the Progressive Lens charge.	Up to Lined Bifocal allowance
Standard Polycarbonate	\$33 adults 100% for dependent children	No benefit
Scratch Resistant Coating	\$17-\$33	No benefit
Anti-Reflective Coating	\$43-\$85	No benefit
Ultraviolet Coating	\$16	No benefit

Additional In Network Features ...

Contact Lenses (Elective)	Allowance (shown above) can be applied to disposables, but the dollar amount must be used all at once (provider will order 3 or 6 month supply). Applies when contacts are chosen in lieu of glasses.
Lens Options	\$15 – Solid Plastic Dye (Except Pink I & II) \$17 – Plastic Gradient Dye \$31-\$82 – Photochromatic Lenses (Glass and Plastic) Lens Option member costs vary by prescription and option chosen.
Additional Glasses	20% discount off the retail price on additional pairs of prescription glasses (complete pair)
Frame Discount	VSP offers a 20% discount off the remaining balance in excess of the frame allowance.
Laser VisionCare	VSP offers an average discount of 15% on LASIK and PRK. The maximum out-of-pocket per eye for members is \$1,800 for LASIK and \$2,300 for custom LASIK using Wavefront technology, and \$1,500 for PRK. In order to receive the benefit, a VSP provider must coordinate the procedure.

Low Vision	With prior authorization, 75% of approved amount (up to \$1,000) is covered every two years.
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The entire vision insurance policy is available upon request or on the District's staff portal. Please note several plan limitations and exclusions apply.

MEMORANDUM OF AGREEMENT

Elementary Recess Aides

This Agreement dated the 21st day of June, 2016, by and between the BOARD OF DIRECTORS OF THE WARWICK SCHOOL DISTRICT, hereinafter referred to as the “District”, and the WARWICK EDUCATION ASSOCIATION, hereinafter referred to as the “Association”, is intended to address the use of support staff assistance as recess aides.

The District and Association agree that for the period of this contract (7/1/2016 – 6/30/2020), sunsetting 6/30/2020, the District will employ one (1) recess aide to support the teachers of grades 1-6 assigned to recess per elementary building. The Association agrees that on or after 7/1/2020, the District may choose to alter or eliminate these positions and the Association has no right to grieve any change.

The District and the Association agree that this Memorandum of Agreement once ratified by the District and the Association shall be in effect concurrent with the 2016-2020 Collective Bargaining Agreement and aside from terms set forth above, all other terms and conditions of the Collective Bargaining Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, intending to be legally bound hereby the parties set their hands and seals the day and year first mentioned.

ATTEST:

BOARD OF DIRECTORS
WARWICK SCHOOL DISTRICT

Secretary

By: _____
President

WARWICK EDUCATION ASSOCIATION

Secretary

By: _____
President