



Collective Bargaining Agreement

July 1, 2016 to June 30, 2020

with contract extension

July 1, 2020 to June 30, 2023

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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 contained
9 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, Director
21 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 19 to 29 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 consisting
54 of one hundred ninety-four (194) work days. The dates for days worked outside of the board-
55 adopted school calendar shall be approved by the Superintendent. Those days in excess of 189
56 days, as specified in paragraph A, shall be compensated at the individual's respective per diem rate
57 (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 attendance
60 days prior to the Labor Day holiday, except as specified in paragraphs C and D below. In addition,
61 there shall be no required work, except as specified in paragraph D below, on the following days:
62 Friday prior to Labor Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve
63 Day through New Year's Day, President's Day, the Friday prior to Easter, the Monday after Easter,
64 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 shall
70 be scheduled and communicated with professional employees prior to the last day of the preceding
71 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 granted
74 a preparation day between the first and second semesters. Effective with the 2020-2021 contract
75 year, all professional employees shall have the option to work from home on the preparation day
76 between the first and second semesters.

77 **D. Orientation**

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

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

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

88

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

92

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

99

ARTICLE IV. PROFESSIONAL WORKING DAY

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

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) minute
106 lunch period through the end of the 2019-2020 contract year. Effective with the 2020-2021
107 contract year, the work day for professional employees assigned to secondary and elementary
108 schools shall not exceed seven (7) hours and twenty (20) minutes consecutively, excluding a thirty
109 (30) minute lunch period. The work day for itinerant professional employees shall be that of the
110 elementary or secondary school to which the employee is assigned for administrative purposes.
111 Elementary-level professional employees shall be on duty at assigned stations in their respective
112 buildings ten (10) minutes prior to the official opening time of the building. Secondary-level
113 professional employees shall be on duty at assigned stations in their respective buildings fifteen
114 (15) minutes prior to the official opening time of the building.
115

116 **B. Delayed Opening**

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

120 **C. Early Dismissal**

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

125 **D. Daily Preparation Time**

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

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

137 **E. Professional Obligations**

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

146 Any professional employee required to attend more than one (1) Back-to-School Night or
 147 more than one (1) Open House because of having multiple building assignments shall be
 148 compensated for each additional Back-to-School Night and each additional Open House beyond
 149 the one of each that is normally required of all professional employees at the Curriculum Rate set
 150 forth in Article X, Section F of this Agreement. Back-to-School Nights (BTSN), Open House and
 151 parent-teacher conferences shall follow the parameters outlined in the chart below.
 152

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.)
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153

154 **F. End of Day**

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

162 **G. Teacher Testing**

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

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

166 **A. Professional Employee Preparation**

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

170 **B. Leaving School Premises**

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

175 **C. Cafeteria Duty**

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

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

179 Professional employees are requested to attend all general meetings of any Parent-Teacher
180 Association or Home and School Organization that exists within the school(s) to which they are
181 assigned. In the event that a professional employee is not able to be in attendance at such meetings,
182 the employee must meet with the building principal to so inform him/her.

183 **E. Faculty Meetings**

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

192 **F. Personnel Files**

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

197 **G. Special Teacher Work Load**

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

202 **ARTICLE VI. PERSONNEL MANAGEMENT**

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

206 **A. Posting Vacancies**

- 207 1. A vacancy shall be defined as a professional employee position opening on the staff
208 of any school in the District created by resignation, retirement, death or a newly
209 created position. Vacancies shall not include temporary position openings created
210 by (a) any leave of absence or long term illness; (b) by internal building changes in
211 grade level or subject area assignment; or (c) by reassignments necessitated by
212 changes in pupil enrollment.
- 213 2. The Superintendent will cause to be posted, in each building principal's office and
214 on the form used to notify colleges and universities of vacant professional employee
215 positions, all vacancies as defined in paragraph 1 above, occurring within the
216 District. Vacancy notices shall be posted for a period of ten (10) school days.
217 During the summer months when school is not in session, notice of vacancies will
218 be mailed to those staff members who have notified the Director of Human
219 Resources of their interest and have included a self-addressed, stamped envelope.
220 No vacancy shall be filled within the ten (10) day posting except for vacancies that
221 occur after August 1 of any school year. Internal applicants for any posted vacancy
222 shall be granted an interview for the vacancy.
- 223 3. Professional employees may apply for any vacancy as defined in paragraph 1,
224 above.

225 **B. Transfers**

- 226 1. A transfer shall be interpreted as placing a professional employee in a different
227 building, subject area, or grade level, except in cases of reassignment due to
228 decreased enrollment resulting in the elimination of a class.
- 229 2. At least twenty (20) calendar days prior to the effective date of a transfer, the
230 administration shall provide the professional employee an opportunity to meet and
231 discuss the transfer. Upon request, the administration shall provide a written notice
232 of the transfer that shall include a statement of reasons for the transfer; such notice
233 shall be provided at least fifteen (15) calendar days prior to the effective date of the
234 transfer. In the event that a professional employee elects to resign rather than accept
235 a transfer, the Board will waive its right to sixty (60) calendar days' notice of
236 resignation.

- 237 3. In addition, upon request to the Superintendent, any professional employee who is
238 transferred from his/her current position shall be provided with support including,
239 but not limited to the following:
- 240 a. The assignment of a mentor.
 - 241 b. One day release time for classroom observation.
 - 242 c. A meeting with the principal to plan staff development activities.
 - 243 d. Consultation with the staff development specialist prior to the effective date
244 of the transfer.
 - 245 e. Periodic consultation with the staff development specialist throughout the
246 school year.
- 247 4. The Superintendent may apply the provisions identified in paragraph 3 to any
248 professional employee who is subject to a transfer.

249 **C. Securing Substitute Teachers**

250 A substitute teacher shall be employed by the District when a full-time professional
251 employee is absent from duty in the School District for one-half ($\frac{1}{2}$) day or longer. A guidance
252 counselor who does not teach regular classes shall not be subject to the terms of this provision, but
253 nothing shall prevent the Board or the administration in carrying out its duty under the Public
254 School Code to employ substitute teachers for these positions as well.

255 **D. Unpaid Extracurricular Duties**

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

259 **E. Secondary Work Load**

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

267
$$\frac{\text{Annual salary}}{1267} \times \text{number of additional teaching periods/yr.}$$

268

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

282 **ARTICLE VII. LEAVES OF ABSENCE**

283 **A. Sabbatical Leave**

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

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

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

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

297 **B. Special Leave**

298 Professional employees may be granted one (1) day of absence per year, with pay, for one
299 of the following reasons: legal transaction, graduation of members of the immediate family (as
300 defined in the Public School Code), professional educational examinations, religious holidays,
301 court appearances, IRS reviews, draft board appearances, and for family emergencies, upon notice
302 to the building principal. Special leave can be taken in half (1/2) days of leave. The time of arrival
303 or departure for those half days shall be a standard of the midpoint of the length of day for each
304 level – elementary, middle school, and high school. Except for sudden family emergencies, written
305 requests for leave under this paragraph shall be given by the professional employee to the building
306 principal at least one (1) week prior to the date of the leave. A second non-cumulative day may
307 be granted for the observance of a recognized religious holiday only.

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

316 **C. Personal Leave**

- 317 1. Each full-time professional employee of the District (and part-time employees on a
318 pro-rated basis) will be permitted to take three (3) days of leave each school year,
319 with pay, for personal reasons through the end of the 2019-2020 contract year.
320 Starting with the 2020-2021 contract year, each full-time professional employee of
321 the District (and part-time employees on a pro-rated basis) will be permitted to take
322 four (4) days of leave each school year, with pay, for personal reasons. Personal
323 leave can be taken in half (1/2) days of leave. The time of arrival or departure for
324 those half days shall be a standard of the midpoint of the length of day for each
325 level – elementary, middle school, and high school. This leave, if not used, will be
326 cumulative during the term of this Agreement as provided in paragraph 2 below.

- 327 2. Professional employees shall retain personal days accrued under past Agreements
328 [to a maximum of two (2)] prior to the effective date of this Agreement. At no time
329 shall the total available personal leave, including that accumulated from prior
330 Agreements and prior school years, exceed five (5) such days through the end of
331 the 2019-2020 contract year. Starting with the 2020-2021 contract year, at no time
332 shall the total available personal leave, including that accumulated from prior
333 Agreements and prior school years, exceed seven (7) such days. No professional
334 employee will be permitted to take more than five (5) consecutive personal days in
335 any one year during the life of this Agreement.
- 336 3. During the term of this Agreement, no requests for use of personal leave will be
337 permitted the day before the Thanksgiving, Christmas or Easter/Spring vacation
338 periods or during the first ten (10) student days or the last ten (10) student days of
339 the school term, except for religious holidays.
- 340 4. A request to take personal leave shall be submitted to the building principal at least
341 one (1) week prior to the day of the absence. A request for personal leave may be
342 denied by the building principal if, in his/her judgment, the proper staffing of the
343 school cannot be achieved if such leave were granted.
- 344 5. Requests for personal leave will be considered in order of the date of the written
345 requests submitted to the building principal.
- 346 6. At the conclusion of each school year through the end of the 2019-2020 school
347 year, any professional employee who has three (3) or more unused personal leave
348 days remaining in his/her account shall be paid only for their third, fourth, and fifth
349 unused personal leave days at the rate of fifty dollars (\$50.00) per day. In no event
350 shall an employee be permitted to carry over more than two (2) unused personal
351 leave days into the next contract year. Starting with the 2020-2021 contract year,
352 at the conclusion of each school year, any professional employee who has four (4)
353 or more unused personal leave days remaining in his/her account shall be paid only
354 for their fourth, fifth, sixth, and seventh unused personal leave days at the rate of
355 fifty dollars (\$50.00) per day. Prior to July 1, 2020, no employee shall be permitted
356 to carry over more than two (2) unused personal leave days into the next contract
357 year. Effective July 1, 2020, no employee shall be permitted to carry over more

358 than three (3) unused personal leave days into the next contract year. In the event
359 an employee resigns or retires from the District, said employee shall be paid for any
360 and all unused personal leave days remaining in his/her account at the applicable
361 rate set forth above. Reimbursement shall be made with the last bi-weekly salary
362 payment of the school year. This compensation shall not be considered as part of
363 the employee's annual salary for retirement purposes.

364 **D. Sick Leave**

- 365 1. Consistent with the Public School Code of 1949, ten (10) days of sick leave shall
366 be granted to all professional employees upon the commencement of each school
367 term. Sick leave can be taken in half (1/2) days of leave. The time of arrival or
368 departure for those half days shall be a standard of the midpoint of the length of
369 day for each level – elementary, middle school, and high school.
- 370 2. For all absences of sick leave longer than three (3) days, the professional employee
371 shall furnish a certificate from a physician certifying that said professional
372 employee was unable to perform his/her duties and stating the cause of the illness.
373 Professional employees unable to report for duty shall notify the designated
374 authority on the evening before, but no later than one hour before the opening of
375 the regular hours of duty. If, in the opinion of the administrator, there is reason to
376 believe that sick leave is being abused, the professional employee shall be required
377 to submit a doctor's certificate as the reason for each such absence.
- 378 3. Each professional employee may use up to five (5) of his/her sick leave days per
379 year through the end of the 2019-2020 contract year for family illness, defined as
380 illness of a child, parent, spouse or anyone living in the immediate household. The
381 five (5) days are not cumulative. Starting with the 2020-2021 contract year, each
382 professional employee may use up to six (6) of his/her sick leave days per year for
383 family illness, defined as illness of a child, parent, spouse or anyone living in the
384 immediate household. The six (6) days are not cumulative.

385 **E. Sick Leave Bank**

- 386 1. Members of the Bargaining Unit may, upon their hire and at their discretion,
387 contribute two (2) days of their accumulated sick leave to a Sick Leave Bank for

388 immediate use upon approval of the Sick Leave Bank Committee during the term
389 covered by this Agreement, which may be renewable with subsequent Agreements.

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

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

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

406 **F. Quarantine Leave**

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

410 **G. Bereavement Leave**

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

417

- 418 1. In case of death in the immediate family, a professional employee shall be granted
419 leave without loss of salary. Such leave, not to exceed five (5) consecutive or non-
420 consecutive contract days, shall begin at the time of death and may include one
421 calendar day immediately following the funeral or memorial service. For example,
422 if a funeral or memorial service occurs on a Friday, then Saturday is not a
423 compensable bereavement leave day. If the funeral or memorial service occurs on
424 Sunday, then Monday may count as a compensable bereavement leave day, at the
425 employee’s discretion, if that Monday is a normal contract day. “Immediate
426 Family” is defined as including mother, father, sister, brother, wife, husband,
427 daughter, son, parent-in-law, grandchild, those defined as ‘step’ family members
428 within this section, a near relative who resides in the same household, or any person
429 with whom the professional employee has made his/her home.
- 430 2. In case of death of a near relative, a professional employee shall be granted leave
431 without loss of salary. Such leave, not to exceed two (2) consecutive or non-
432 consecutive contract days, may begin at the time of death and may include one
433 calendar day after the funeral or memorial service. “Near relatives” are defined as
434 grandmother, grandfather, brother-in-law, sister-in-law, grandparent-in-law, son-
435 in-law, daughter-in-law, first cousin, uncle, aunt, niece, or nephew, and those
436 defined as ‘step’ family members within this section.

437 **H. Jury Duty**

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

442 **I. Leaves Without Pay**

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

448
449

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

450 **A. Meet and Discuss**

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

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

459 **B. Labor and Management**

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

464 **ARTICLE IX. GRIEVANCE PROCEDURE**

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

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

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

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

478 **ARTICLE X. WAGE AND SALARY PROVISIONS**

479 **A. Salary Guide**

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

490 **B. Salary Increments**

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

- 493 1. To qualify for placement beyond the Master’s column on the salary guides, the
494 professional employee shall hold an earned Master’s degree.
- 495 2. The course must be offered by a four-year degree accredited institution that provides
496 credit toward fulfilling a Master’s or Doctorate Degree. In addition, the course must
497 have a direct relationship to the professional employee’s certification and/or field (the
498 field in which the employee is currently working or is expected to work in the District),
499 or be in the areas of educational pedagogy, educational psychology or technology
500 directly related to the current professional’s field, and/or educational leadership
501 certification.
- 502 3. College or university credits secured in any other manner shall not count toward
503 placement of the professional employee beyond the Master’s column on the salary
504 guide unless approved by the Superintendent.

505 **C. Payment of Professional Employees**

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

- 507 1. Twenty-six (26) equal pay periods on a biweekly basis. When necessary, to
508 maintain the biweekly schedule, twenty-seven (27) equal biweekly pay periods will
509 occur.
- 510 2. Twenty-one (21) equal pay periods on a biweekly basis. When necessary, to
511 maintain the biweekly schedule, twenty-two (22) equal biweekly pay periods will
512 occur.

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

517 **D. Years of Service Recognition**

518 The District will make a 403(b) tax-deferred contribution for any professional employee
519 who meets the eligibility requirements for early retirement incentive payments. Payments will be
520 made in a maximum of four (4) annual installments by no later than September 30th of the fiscal
521 year after the employee becomes eligible. A professional employee meets the eligibility
522 requirements if the professional employee has not fewer than fifteen (15) consecutive years of full-
523 time service at Warwick as of June 15th of the applicable year and meets the total years of PSERS
524 recognized service set forth in the table below as of June 15th of the applicable school year. Board-
525 approved leaves will not count as a break in service. Those years shall not be counted as a year of
526 service except for a sabbatical leave. The professional employee should also comply with the
527 following provisions:

- 528 1. The professional employee must be actively at work or unable to return to work
529 after a medical sabbatical.
- 530 2. The professional employee must agree in writing to retirement at the end of a school
531 year unless prevented because of a physician-verified health problem, and to
532 provide the Superintendent with written notice of intent to retire on or before March
533 1 of the current school year through the 2019-2020 contract year. Starting with the
534 2020-2021 contract year, the professional employee must agree in writing to
535 retirement at the end of a school year unless prevented because of a physician-
536 verified health problem, and to provide the Superintendent with written notice of

537 intent to retire on or before January 2 (or the first school day in January in the event
538 school is closed on January 2) of the current school year.

539 3. The amounts paid shall not be considered as part of annual salary for any year for
540 purposes of computing retirement benefits.

541 4. No other retirement benefit will be paid.

542 **TABLE OF PAYMENTS**

543	Years of PSERS recognized	Amount of District Payment
544	<u>Service as of June 15th</u>	<u>into 403(b)</u>
545	30	\$7,000.00
546	31	\$7,000.00
547	32	\$7,000.00
548	33	\$6,500.00

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

554 In the event that any provision of this Article or any payment made pursuant to this Article
555 shall be determined by any governmental agency (including but not limited to any Court having
556 jurisdiction over the School District) to be violative of an applicable law or regulation (including
557 but not limited to laws or regulations relating to age discrimination in employment or employment
558 practices), then this entire Article shall be null and void and no payment of any additional amount
559 shall be made to any professional employee who retires.

560 **E. Retirement Notification Date**

561 Starting with the 2020-2021 contract year, the District will provide a stipend of \$1,000,
562 less any applicable withholdings required by law, to any professional employee who provides
563 his/her irrevocable retirement notice to the District no later than the close of business on January
564 2 (or the first school day in January in the event school is closed on January 2) of the school year
565 in which the professional employee will be retiring at year-end. This stipend shall not be
566 considered as part of the employee's annual salary for retirement purposes. Payment of this stipend
567 will occur on the final pay in June in the year of retirement.

568 **F. Mentor Pay**

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

570	2016-17	\$800.00
571	2017-18	\$800.00
572	2018-19	\$800.00
573	2019-20	\$800.00
574	2020-21	\$800.00
575	2021-22	\$800.00
576	2022-23	\$800.00

577 **G. Curriculum Rate**

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

579	2016-17	\$30.00
580	2017-18	\$30.00
581	2018-19	\$30.00
582	2019-20	\$30.00
583	2020-21	\$30.00
584	2021-22	\$30.00
585	2022-23	\$30.00

586 **H. Special Education Stipend**

587 A special education stipend shall be paid to full-time special education teachers and/or
588 teachers of the gifted in the amount of two hundred dollars (\$200.00) per year (pro-rated for part-
589 time employees based on their fractional appointment). During the designated annual IEP
590 development time, substitutes and/or program shutdowns will be utilized to minimize the need for
591 teachers to use time outside the contracted workday for writing IEPs and conducting parent
592 conferences. A full-time teacher can request three (3) days for substitutes and/or program
593 shutdowns. Teachers less than full-time will be allotted substitute coverage and/or program
594 shutdown based on their appointment fraction. All requests must have the two-week advanced
595 approval of the building principal. Teachers are to complete the request forms, which are located
596 in each building office. If additional time is needed, it may be applied for under the District's
597 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 Master’s 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 Superintendent or designee, be counted toward each lateral column move after the Masters (M) column.

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

633
634 2. The following tuition reimbursement schedule shall be applied to the 2016-2017
635 school year, effective July 1, 2016:

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

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

642 3. The following tuition reimbursement schedule shall be applied starting with the
643 2017-2018 school year, effective July 1, 2017:

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

648 i. Twelve (12) credits per year up to a Master’s Degree.

649 ii. Nine (9) credits per year between Masters (M) and Masters+30 (M+30).

650 iii. Six (6) credits per year after Masters+30 (M+30)**

651 ** For the duration of this Agreement, all employees hired prior to July 1,
652 2016, shall receive twelve (12) credits per year up to a Master’s Degree, and
653 nine (9) credits per year after Masters (M) column.

654 iv. With pre-approval by the Superintendent or designee, the employee may
655 seek additional, self-funded graduate level coursework beyond a Master’s
656 Degree that can be applied to movement on the salary schedule. The
657 coursework must meet all other criteria within the Tuition Reimbursement
658 section herein, and no more than fifteen (15) credits total (district- or self-

659 funded) can be applied to movement on the salary schedule placement per
660 fiscal year.

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

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

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

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

679 **B. In-service Payments**

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

682 **C. Health Care Benefits**

683 1. The Board will pay a portion of the monthly premium of each full-time professional
684 employee's health care insurance with benefits as stipulated in Appendices D and
685 E, covering hospitalization, major medical surgical, dental, vision and life
686 insurance. Employee contributions for single coverage under these plans are set
687 forth in Appendices D and E.

- 688 2. The Board will pay a portion of the monthly premium for dependent coverage of full-
689 time eligible professional employees participating in the dependent coverage
690 program. Employee contributions for dependent coverage under the District's
691 medical, dental and vision programs are set forth in Appendices D and E.
- 692 3. Employees may elect medical, dental and vision benefits for self and for dependents
693 during the District's open enrollment period. The open enrollment period is defined
694 as November 1 through December 1. Benefit choices during the annual enrollment
695 period will become effective January 1 and remain in effect through December 31.
- 696 4. An employee eligible for coverage may elect to decline District-provided medical
697 coverage. An employee who chooses to decline the medical benefits must notify
698 the District during the District's annual open enrollment period. Any employee
699 who has opted out of the District's medical plan coverage shall be entitled to re-
700 enroll in the District Plan within thirty (30) days of a qualifying event as defined in
701 the Summary Plan Description. An eligible employee who elects to opt-out of the
702 District-provided medical insurance shall be entitled to receive, as per the District's
703 Section 125 Cafeteria Plan, a two thousand dollar (\$2,000) stipend paid in two (2)
704 equal installments of one thousand dollars (\$1,000), one payable after the first six
705 (6) month opt-out period and the second installment payable after the second six
706 (6) month opt-out period. The stipend will be pro-rated for employees who re-
707 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
710 medical plan coverage, a maximum of \$2,000 will be paid if only one or if both
711 parties decline the District-provided medical plan coverage.
- 712 5. If a professional employee has elected medical plan coverage for his/her spouse under
713 the District's medical plan [e.g., family or two-party coverage] and the professional
714 employee's spouse has medical coverage available from his/her own employer, the
715 Employee is responsible for contributing the normal applicable share of premium
716 plus an additional working spouse contribution of one thousand five hundred
717 dollars (\$1,500) payable in installments over the course of the year. This

718 contribution shall be paid pre-tax via payroll deductions on a biweekly basis in
719 accordance with the Agreement.

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

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

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

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

733 Extra-pay for extra-duties shall be paid through the end of the 2019-2020 contract year in
734 accordance with the guide appended to and made a part of the Agreement, as Appendix "C." Extra-
735 pay for extra-duties for the 2020-2021, 2021-2022, and 2022-2023 contract years shall be
736 negotiated by the permanent joint committee noted below and, upon ratification by the Warwick
737 School Board and Warwick Education Association, shall be appended to and made a part of the
738 Agreement, as a supplement to Appendix "C." It is agreed that the Guidelines for Initiating a Pilot
739 Program (Attachment #1), the Application-Extra Curricular Pilot Program (Attachment #2) and
740 the compensation schedules attached hereto shall remain in full force and effect during the term of
741 this Agreement until modified, in writing, and changed through the joint ratification process.

742 A permanent joint committee comprised of an equal number of representatives each
743 appointed by the Warwick School Board and the Warwick Education Association shall be formed
744 and maintained for the purpose of review, and for possible approval, of applications to form Extra-
745 Curricular programs in accordance with the Guidelines for Initiating a Pilot Program (Attachment
746 #1).

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

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

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

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

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

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

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

767 **F. Dental Insurance**

768 Dental benefits are detailed in Appendix E attached hereto.

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

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

772 **H. Vision Reimbursement / Vision Insurance**

773 Each full-time professional employee shall be granted family vision care by licensed
774 professionals in the amount of \$150.00 for eligible expenses incurred during the period July 1,
775 2016 through December 31, 2016. Employees shall have until February 15, 2017, to submit for
776 said reimbursement; otherwise, this benefit shall be forfeited.

777 The term "family" is defined to mean the employee, his/her spouse and/or dependent
778 children. This payment shall be non-cumulative and shall be paid within two (2) weeks following
779 the regular Board meeting subsequent to timely submission, by the professional employee, of the
780 completed vision reimbursement form and proof of payment to the Human Resources office.

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

784 **I. Availability of Employee Benefits**

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

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

790 If the District could be required to pay any excise taxes or other such additional penalties
791 under federal health insurance statutes and regulations based on the insurance benefits provided
792 by the District (referred to as "excise taxes"), then the parties shall immediately negotiate in good
793 faith changes to the health insurance plan or other related benefits to prevent the imposition of
794 such excise taxes, to be effective January 1, 2023 (or the effective date of such excise taxes). The
795 premium rates determined by the health plan administrator shall be used in calculating the cost of
796 the health insurance benefits under the federal statute and regulations.

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

806

807 **ARTICLE XII. ASSOCIATION PRIVILEGES**

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

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

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

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

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

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

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

823 **C. Use of School Equipment**

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

829 **D. Conduct of Association Business**

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

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

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

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

- 837 1. A District-prepared authorization form shall be completed and signed by each
838 professional employee desiring dues deduction.
- 839 2. Forms must be received by the Human Resources Office of the District by the last
840 pay date in October, or within thirty (30) calendar days following Board ratification
841 of the Agreement.
- 842 3. Deductions shall be made in twelve (12) approximately equal amounts on twelve
843 (12) consecutive pay dates, beginning the first pay date in November. The amount
844 deducted each month shall be forwarded to the Association no later than the last
845 day of the succeeding month.
- 846 4. Payroll deductions will be made for contributions for the United Way Campaign.
- 847 5. Payroll deductions will be made, upon request of the employee, to any financial
848 institution of his/her choice. Deductions will be made in uniform whole dollar
849 amounts for each pay period with a minimum deduction of \$5.00. Said deductions
850 will be issued electronically to the applicable financial institution after each pay
851 period. Deductions will be made upon receipt of written authorization forms,
852 satisfactory to the District, signed by the individual employee and received by the
853 Human Resources Office. Authorizations received by the Human Resources Office
854 will be acted upon as soon as practical and possible. Any member may request a
855 change in the deduction by filing a new authorization form with the Human
856 Resources Office
- 857 6. Payroll deductions will be made for the Warwick Education Association
858 Scholarship Fund.

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

862 **F. Fair Share**

863 If, and for so long as, eighty-five percent (85%) or more of the members of the bargaining
864 unit are voluntarily paying (either directly or by dues deduction) the Association's dues, the
865 District shall deduct from each nonmember in the bargaining unit represented by the Association
866 an amount annually certified by the Association as the fair share fee as provided for by Act 84 of

867 1988. The District and Association agree to comply with all provisions of said law. The
868 Association agrees to extend to all nonmembers the opportunity to join the Association.

869 Deductions shall be made on the same dates as deductions for those members of the
870 bargaining unit who have authorized in writing dues deductions, and during the time such
871 deductions are required to be made, and be in the proportionate amount which the fair share fee
872 bears to the amount deducted from those persons who have authorized deductions. In no event,
873 however, shall deductions of Fair Share fees be withheld via payroll deduction prior to January
874 16th of any year pursuant to Act 84 of 1988.

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

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

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

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

888 During the term of this Agreement, the Association and each of its members agrees that
889 professional employees will not engage in any activities involving a strike, slowdown, willful
890 absence from work, or any activities other than full and proper performance of their duties; and
891 the Board agrees that it will not engage in any lockout practices or procedures during the life of
892 this Agreement. In the event the Association opens negotiations on base salaries, pursuant to
893 Article XV, and the parties are unable to reach agreement on such salaries as of the first of July of
894 any subsequent year under this Agreement, then so long as an impasse continues, either party shall
895 be free to act as authorized by law notwithstanding the restrictions on such activities for all other
896 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, 2023.

IN WITNESS WHEREOF, the parties hereto affix their signatures this 16th day of April 2019.

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	2020-2021 Step	2021-2022 Step	2022-2023 Step
							1
						1	2
					1	2	3
			1	2	3	4	5
	1	2	3	4	5	6	7
1	2	3	4	5	6	7	8
2	3	4	5	6	7	8	9
3	4	5	6	7	8	9	10
4	5	6	7	8	9	10	11
5	6	7	8	9	10	11	12
6	7	8	9	10	11	12	13
7	8	9	10	11	12	13	14
8	9	10	11	12	13	14	15
9	10	11	12	13	14	15	16
10	11	12	13	14	15	16	17
11	12	13	14	15	16	17	17
12	13	14	15	16	17	17	17
13	14	15	16	17	17	17	17
14	15	16	17	17	17	17	17
15	16	17	17	17	17	17	17
16	17	17	17	17	17	17	17
17	17	17	17	17	17	17	17

Salary Guide 2016-2017

<u>From</u>									
<u>Top</u>	<u>Step</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

<u>From</u>									
<u>Top</u>	<u>Step</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

<u>From</u>								
<u>Top</u>	<u>Step</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

<u>From</u>								
<u>Top</u>	<u>Step</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.

Salary Guide 2020-2021

<u>From</u>								
<u>Top</u>	<u>Step</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	54,896	57,312	59,815	62,317	64,822	67,324	69,828
15	2	55,362	57,799	60,303	62,805	65,309	67,812	70,316
14	3	55,827	58,287	60,790	63,293	65,797	68,300	70,804
13	4	56,293	58,775	61,278	63,781	66,285	68,787	71,292
12	5	56,759	59,263	61,766	64,268	66,773	69,275	71,780
11	6	58,151	60,655	63,158	65,661	68,165	70,668	73,172
10	7	59,544	62,048	64,551	67,054	69,558	72,061	74,565
9	8	61,064	63,568	66,071	68,574	71,078	73,581	76,085
8	9	62,461	64,965	67,468	69,970	72,475	74,977	77,482
7	10	64,260	66,764	69,267	71,770	74,274	76,777	79,281
6	11	65,706	68,210	70,713	73,215	75,720	78,222	80,727
5	12	67,174	69,678	72,181	74,683	77,188	79,690	82,195
4	13	68,825	71,329	73,832	76,334	78,839	81,341	83,845
3	14	70,447	72,951	75,454	77,956	80,460	82,963	85,467
2	15	72,186	74,690	77,193	79,695	82,200	84,702	87,206
1	16	73,985	76,489	78,992	81,495	83,999	86,502	89,006
Top	17	75,785	78,289	80,792	83,295	85,799	88,302	90,805

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 2021-2022

<u>From</u>								
<u>Top</u>	<u>Step</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	56,031	58,521	61,056	63,591	66,128	68,663	71,199
15	2	56,887	59,388	61,924	64,459	66,995	69,530	72,066
14	3	57,742	60,255	62,791	65,326	67,862	70,397	72,933
13	4	58,598	61,122	63,658	66,193	68,729	71,264	73,800
12	5	59,454	61,990	64,525	67,060	69,596	72,131	74,667
11	6	60,798	63,334	65,870	68,405	70,941	73,476	76,012
10	7	62,143	64,679	67,215	69,750	72,286	74,821	77,357
9	8	63,556	66,091	68,627	71,162	73,698	76,233	78,769
8	9	64,903	67,438	69,974	72,509	75,045	77,580	80,116
7	10	66,462	68,998	71,534	74,069	76,605	79,140	81,676
6	11	67,835	70,371	72,906	75,441	77,978	80,513	83,049
5	12	69,220	71,756	74,291	76,826	79,362	81,897	84,434
4	13	70,701	73,237	75,772	78,307	80,843	83,379	85,915
3	14	72,167	74,703	77,238	79,773	82,309	84,844	87,381
2	15	73,695	76,231	78,766	81,301	83,837	86,372	88,908
1	16	75,255	77,790	80,326	82,861	85,397	87,932	90,468
Top	17	76,814	79,350	81,885	84,421	86,957	89,492	92,028

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 2022-2023

<u>From</u>								
<u>Top</u>	<u>Step</u>	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	57,302	59,874	62,445	65,017	67,589	70,160	72,732
15	2	58,594	61,165	63,737	66,309	68,880	71,452	74,023
14	3	59,885	62,457	65,028	67,600	70,172	72,743	75,315
13	4	61,177	63,748	66,320	68,891	71,463	74,035	76,606
12	5	62,468	65,040	67,611	70,183	72,755	75,326	77,898
11	6	63,760	66,331	68,903	71,474	74,046	76,618	79,189
10	7	65,051	67,623	70,194	72,766	75,338	77,909	80,481
9	8	66,342	68,914	71,486	74,057	76,629	79,201	81,772
8	9	67,634	70,206	72,777	75,349	77,920	80,492	83,064
7	10	68,925	71,497	74,069	76,640	79,212	81,784	84,355
6	11	70,217	72,789	75,360	77,932	80,503	83,075	85,647
5	12	71,508	74,080	76,652	79,223	81,795	84,367	86,938
4	13	72,800	75,371	77,943	80,515	83,086	85,658	88,230
3	14	74,091	76,663	79,235	81,806	84,378	86,949	89,521
2	15	75,383	77,954	80,526	83,098	85,669	88,241	90,813
1	16	76,674	79,246	81,818	84,389	86,961	89,532	92,104
Top	17	77,966	80,537	83,109	85,681	88,252	90,824	93,396

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 Class Advisor – Junior (eff. 17-18)
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 (16-17 only) Class Advisor – Sophomore (16-17 only) Class Advisor – Freshman (16-17 only)	Class Advisor – Sophomore (eff. 17-18) Class Advisor – Freshman (eff. 17-18)
Club Advisor – History Club Club Advisor – TSA Club	Club Advisor – Drama Club Club Advisor – FBLA	
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 <i>(continuation)</i>		
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.

	<u>July 1, 2016 through December 31, 2016</u>
Employee Contribution	8%
Employee + 1 Contribution	14%
Employee + 2 or more Contribution	14%

	<u>In-Network</u>	<u>Out-of-Network</u>
<u>Preventive Care</u>		
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

	<u>July 1, 2016 through December 31, 2016</u>
Primary Care	\$15
Specialists	\$20

<u>In-Patient Care</u>		
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

<u>Out-Patient Care</u>		
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

	<u>July 1, 2016 through December 31, 2016</u>
Specialists	\$20

* 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>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
<u>Deductible</u>		
Individual	\$350	\$700
Family	\$700	\$1,400

	<u>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
<u>Employee Coinsurance</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>Calendar Year 2016</u>	<u>Calendar Year 2016</u>
<u>Out-of-Pocket Maximum</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>	Co-payment (see below)
Any doctor-ordered test	
	<u>July 1, 2016 through December 31, 2016</u>
Primary Care	\$15
Specialists	\$20

APPENDIX D. MEDICAL INSURANCE BENEFITS

Effective January 1, 2017 through December 31, 2019, 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). Effective January 1, 2020, the District shall provide to full-time professional employees only two (2) different medical plan options for eligible employees to select from – Option 1 being the District’s Traditional PPO Plan and Option 3 being the District’s Qualified High Deductible Health Plan (QHDHP) with a Health Savings Account (HSA) – each consistent with the Schedule of Benefits set forth herein. Effective January 1, 2020, the District will also provide a Wellness program with incentives to participants of both medical plans offered.

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
Jan21-Dec21	1,750	3,500	3,500	7,000	1,000	2,000
Jan22-Dec22	1,750	3,500	3,500	7,000	1,000	2,000
Jan23-Dec23	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
Jan21-Dec21	1,250	2,500	2,400	4,300
Jan22-Dec22	1,250	2,500	2,400	4,300
Jan23-Dec23	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, 2017-2023

DEDUCTIBLES AND MAXIMUMS			
	You Pay Preferred*	You Pay Aetna In-Network	You Pay Out-of-Network
<i>Annual Deductible (cross-accumulates in and out of network)</i>	<i>WSD shall annually provide a list of in-network provider(s) to whom this deductible waiver applies.</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 (All out of pocket payments combined)		Not Applicable
Family (aggregate)	\$6000 (All out of pocket payments combined)		Not Applicable
OUTPATIENT SERVICES			
	You Pay Preferred*	You Pay Aetna In-Network	You Pay Out-of-Network
<i>Physician Services (for illness or injury)</i>	(Not subject to deductible)	(Not subject to deductible)	
<i>Primary Care Visit (PCP)</i>	\$15 Copay	\$15 Copay	30% Eligible Charges (after annual deductible)
<i>Specialist Visit (SCP)</i>	\$25 Copay	\$25 Copay	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>	\$0 Copay	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Well Child Visit (through age 18)</i>	\$0 Copay	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Adult Physical Visit (subscriber and spouse only)</i>	\$0 Copay	\$0 Copay	30% Eligible Charges (after annual deductible)
<i>Routine Pediatric Immunizations (through age 18)</i>	0%	0%	30% Eligible Charges (after annual deductible)
<i>Hearing Exams (under age 19)</i>	\$0 Copay	\$0 Copay	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	\$25 office visit Copay	\$25 office visit Copay	\$25 office visit Copay
Maximum 25 visits per calendar year.			
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			
	You Pay Preferred*	You Pay Aetna In-Network	You Pay Out-of-Network
Hospital Care			
<i>Semi-private room (private room if medically necessary)</i>	10% (after annual deductible)	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)

Traditional PPO Plan Option, 2017-2023

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:	(Mental health services must be preauthorized)		
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)
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, 2017-2023

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.		

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, 2017-2019

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>WSD shall annually provide a list of in-network provider(s) to whom this deductible waiver applies.</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>	
<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)	30% Eligible Charges (after annual 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)	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, 2017-2019

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			
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>
<i>Emergency Room Services</i>	<i>\$75 copay (copay waived if admitted), (after annual deductible) * Non-emergencies are not covered.</i>		
<i>Urgent Care</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, 2017-2019

OTHER BENEFITS	You Pay Preferred*	You Pay Aetna In-Network	You Pay Out-of-Network
<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
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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), 2017-2023**

<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, 2019) \$1,750 / \$3,500 (2020, 2021, 2022, 2023)	\$2,600 / \$5,200 (2017) \$3,000 / \$6,000 (2018, 2019) \$3,500 / \$7,000 (2020, 2021, 2022, 2023)
<i>Coinsurance Maximum (includes 10% coinsurance only)</i>		
Individual / Family (aggregate)	\$1,000 / \$2,000 (2017) \$1,200 / \$2,400 (2018, 2019) \$1,250 / \$2,500 (2020, 2021, 2022, 2023)	\$1,500 / \$2,500 (2017) \$1,900 / \$3,300 (2018, 2019) \$2,400 / \$4,300 (2020, 2021, 2022, 2023)
<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)	<i>Not Applicable</i>
<i>Family (aggregate)</i>	\$6,000 (All out of pocket payments combined)	<i>Not Applicable</i>
<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), 2017-2023**

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)
<i>Serious Mental Health:</i>		
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), 2017-2023**

<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)
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

<u>Deductible</u> (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

<u>Deductible</u> (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.

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 & School Calendar

This Agreement dated the 16th day of April 2019, 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 and modifications to the School Calendar.

The District and Association agree that for the period of this contract (7/1/2016 – 6/30/2023), sunsetting 6/30/2023, 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 7/1/2023, the District may choose to alter or eliminate these positions and the Association has no right to grieve any change.

The District and Association further agree that for the period of this contract extension (7/1/2020 – 6/30/2023), sunsetting 6/30/2023, notwithstanding the School Calendar provisions set forth in Lines 59-60 of the Collective Bargaining Agreement, the first student day shall not be prior to Labor Day in years where Labor Day falls on September 2, September 3, or September 4. However, in years where Labor Day falls on September 5, September 6, or September 7, the first student day may be scheduled prior to Labor Day on August 31, September 1, or September 2, but not before August 30. The District and Association agree that on or after 7/1/2023, the provisions of this paragraph shall no longer be in full force and effect, and the School Calendar provisions set forth in Lines 59-60 of the Collective Bargaining Agreement shall be in full force and effect unless otherwise modified in writing by the District and Association.

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 2016-2023 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