

ATTACHMENT #9 - June 20, 2023



Collective Bargaining Agreement

July 1, 2023 to June 30, 2027

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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. As agreed upon by the District and Association on May 25, 2023, the following positions
20 are excluded: Coordinator of Student Services, Director of Student Services, Assistant Director of
21 Technology, Director of Elementary Curriculum, Instruction & Assessment, Director of
22 Secondary Curriculum, Instruction & Assessment, Athletic Director 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 There shall be no required work, except as specified in paragraph D below, on the following
60 days: Friday prior to Labor Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Monday
61 after Thanksgiving, Christmas Eve Day through New Year's Day, January 2, Martin Luther King
62 Day, President's Day, the Friday prior to Easter, the Monday after Easter, and Memorial Day.

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

64 The total number of preparation and staff development days shall include seven (7) staff
65 development days and two (2) staff preparation days. Act 80 and Flexible Instructional Days
66 (FIDs) can be utilized at the discretion of the Superintendent.

67 The employee work year shall provide for two (2) days of staff development and one (1)
68 day designated for a staff preparation day, at the start of the school year. The two days of staff
69 development will be scheduled on Wednesday and Thursday of the week prior to the first student
70 day and prior to the first professional staff day. The first professional staff day will immediately
71 precede the first student day selected from a Monday or Tuesday. The staff development days
72 shall be used for professional development. The staff preparation day may be used for district-
73 wide staff, building, department, or grade-level meetings, and a half day of room preparation. Such
74 meetings and topics shall be designated and scheduled at the discretion of the Superintendent and
75 the date of the meetings shall be scheduled and communicated with professional employees prior
76 to the last day of the preceding school year. By mutual agreement between the Administration and
77 the Association, an additional one half (1/2) day may be scheduled for room preparation.

78 All elementary and middle school professional staff will have a half-day for preparation
79 after each trimester. All high school professional employees shall be granted a preparation day
80 between the first and second semesters. All professional employees shall have the option to work
81 from home on their respective preparation day/half-days listed above. During the elementary and
82 middle school half-day preparation, high school professional employees will be engaged in staff
83 development activities. Likewise, during the high school full-day preparation, elementary and
84 middle school staff will be engaged in staff development activities.

85 **D. Orientation**

86 An orientation program for professional employees new to the District, consisting of not
87 more than two (2) additional days, will be available to new employees of the District prior to Labor

88 Day. Those who participate will be paid at their per diem rate not to exceed a sum of one hundred
89 twenty-five dollars (\$125.00).

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

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

96

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

100

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

108 **ARTICLE IV. PROFESSIONAL WORKING DAY**

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

113 **A. Length of Day**

114 The work day for professional employees assigned to secondary and elementary schools
115 shall not exceed seven (7) hours and twenty (20) minutes consecutively, excluding a thirty (30)
116 minute lunch period. The work day for itinerant professional employees shall be that of the
117 elementary or secondary school to which the employee is assigned for administrative purposes.

118 Elementary-level professional employees shall be on duty at assigned stations in their respective
119 buildings ten (10) minutes prior to the official opening time of the building. Secondary-level
120 professional employees shall be on duty at assigned stations in their respective buildings fifteen
121 (15) minutes prior to the official opening time of the building. Any employee who is required
122 either to remain at a meeting with a student's parent or guardian after the end of the contractual
123 work day, even if the meeting started before the end of the work day, or to attend a meeting starting
124 after the end of the work day with reasonable advanced notice, will be paid for the additional time
125 attending the meeting at the curriculum rate for all time after the end of the contractual work day.
126 The District shall make a reasonable effort to schedule any required meeting to start no later than
127 the end of the work day, subject to the extenuating scheduling needs of the student's
128 parent/guardian, and with virtual option if all parties agree.

129 **B. Delayed Opening**

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

133 **C. Early Dismissal**

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

138 **D. Daily Preparation Time**

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

- 141 1. At the elementary level, classroom teachers shall be entitled to thirty (30)
142 consecutive minutes of preparation time during the student day.
- 143 2. At the secondary level, classroom teachers shall be entitled to a daily preparation
144 period, during the student day, equal to the length of the longest possible student
145 period with the exception of the extended lunch periods or by the request of a
146 teacher due to special circumstances.

147 3. Professional employees who are not assigned an instructional classroom shall be
 148 entitled to thirty (30) consecutive minutes of preparation time during the
 149 professional workday.

150 **E. Professional Obligations Beyond the Contracted Work Day**

151 In addition to the professional employee work day as defined above, the employee’s duties
 152 shall include professional obligations: Family & Teacher Conferences, Open House, Back-to-
 153 School Night (BTSN) as those activities are explained below; meetings held outside of the
 154 contractual school day as per special education law, special help for pupils, and grade level and
 155 department meetings. Grade level or department meetings that are scheduled beyond the regular
 156 work day will not exceed a total of five (5) meetings for each professional employee during the
 157 school year and shall not exceed one and one-half hours beyond the normal contract day. When
 158 administratively feasible, professional employees will be provided a tentative schedule of meeting
 159 dates at the start of the school year.

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

166

Event	Time of Event	Time Outside Contracted Day	Time Compensated
Elementary and Secondary Back to School Night (BTSN)	2 hours	2 hours	Tuesday Family & Teacher Conferences start at 10:00 a.m.
Monday Family & Teacher Conferences	3:20 p.m-7:20 p.m. (40 minutes of prep/meal time) Conferences end at 8:00 p.m.	4 hours after contracted day. 3 hours 20 minutes of conferences. Up to: 10 conference slots.	Wednesday before Thanksgiving is a day off.
Tuesday Family & Teacher Conferences	10:00 a.m.-6:20 p.m. (1 hour for lunch and planning, flexible with your schedule)	8 hour 20 minute work day, 7 hours and 20 minutes of conferences. Up to: 22 conference slots.	Wednesday before Thanksgiving is a day off.
Elementary Open House	2 hours	2 hours	A two-hour early leave on the last professional staff day.
10 hours and 40 minutes of conference time. Up to 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.			

167 **F. End of Day**

168 Professional employees may leave prior to the end of the scheduled teacher day with prior
169 approval and arrangement with their building principal. Such occurrences shall not exceed four
170 (4) per year, will not be cumulative, and time will not need to be made up by the employee but the
171 employee is responsible for appropriate planning for substitutes during missed student time and
172 reviewing all content missed on a professional development/in-service day. It is understood that
173 this early leave for all staff will be granted to commence fifty (50) minutes prior to the end of the
174 scheduled teacher day for days on which students are in attendance, subject to prior approval and
175 the limitations above. On all other days, this early leave for all staff will be granted to commence
176 sixty (60) minutes prior to the end of the scheduled teacher day, subject to prior approval and the
177 limitations above.

178 **G. Teacher Testing**

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

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

182 **A. Professional Employee Preparation**

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

186 **B. Leaving School Premises**

187 Professional employees may leave their assigned buildings during the regular school work
188 day on school business, or in case of sudden emergency. Professional employees must have prior
189 approval of the building principal, the building principal's assistant, or in their absence, the
190 Superintendent. Professional employees may leave their building during their personal lunch
191 period.

192 **C. Cafeteria Duty**

193 Professional employees may be assigned cafeteria supervision during the lunch period
194 during the contracted day; provided, volunteers are sought first before any professional employees
195 are assigned. A professional employee may be assigned such duty for a marking period or

196 trimester each school year, and shall receive the pro-rated stipend of \$800 per school year and free
197 meals along with the lunch period and daily preparation time as contemplated by the Agreement
198 on the work days when such assignments are completed.

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

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

204 **E. Faculty Meetings**

205 School district-wide faculty meetings, called by the Superintendent, will be held on school
206 time. All other faculty meetings called by the building principal, the building principal's assistant
207 or any other administrator shall be held either prior to the beginning of the school day or as soon
208 as practicable following dismissal of students. Building-wide faculty meetings scheduled beyond
209 the regular work day will not exceed seven (7) during the school year. A schedule of dates for
210 building-wide faculty meetings beyond the regular work day shall be circulated by each building
211 principal at the beginning of the school year; however, make-up dates for postponed meetings may
212 occur as needed. An agenda for each faculty meeting will be sent out by the Principal with the
213 notice of the meeting, which shall be made at least one (1) day before the scheduled meeting date.
214 Teacher attendance will not be required for more than forty (40) minutes beyond the regular work
215 day. A building principal may excuse a teacher's attendance at faculty meeting for good cause, so
216 long as the teacher requests to be excused at least one (1) week prior to the date of the faculty
217 meeting or as soon as practicable if an unforeseen emergency arises.

218 **F. Personnel Files**

219 A professional employee shall have the right, by appointment with the Director of Human
220 Resources, to review the professional employee's personnel file with regard to ratings,
221 observations and professional performances. The professional employee shall also have the right
222 to submit a written response to such material, which shall become a part of the professional
223 employee's personnel file.

224 **G. Special Teacher Work Load**

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

229 **H. Occupational and Physical Therapy Caseload**

230 The District and Association agree to review the scheduling and assignment of students to
231 District-employed occupational therapists and physical therapists during the work day for the
232 2023-2024 school year. Based upon this review, the parties may engage in meet and discuss under
233 Article VIII regarding what, if any, changes may be warranted when scheduling students for these
234 services during the work day and/or work year.

235 **I. New Educational Initiatives**

236 The District agrees to provide professional employees with reasonable advance notice of
237 new educational initiatives that they are required to implement in their classrooms, and to offer
238 the training reasonably necessary to implement those new educational initiatives before
239 implementation is required.

240 **ARTICLE VI. PERSONNEL MANAGEMENT**

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

244 **A. Posting Vacancies**

- 245 1. A vacancy shall be defined as a professional employee position opening in the staff
246 of any school in the District created by resignation, retirement, death or a newly
247 created position. Vacancies shall not include temporary position openings created
248 by (a) any leave of absence or long term illness; (b) by internal building changes in
249 grade level or subject area assignment; or (c) by reassignments necessitated by
250 changes in pupil enrollment.
- 251 2. The Superintendent will cause to be posted, in each building office and on the
252 District's web page, vacant professional employee positions, and all vacancies as

253 defined in paragraph 1 above, occurring within the District. Vacancy notices shall
254 be posted for a minimum period of ten (10) calendar days prior to July 1st of each
255 school year. Vacancies occurring July 1st or later (through the end of the school
256 year) for the current school year shall be posted for a minimum period of five (5)
257 calendar days. Vacancies anticipated for the end of the school year (i.e. retirement
258 notices submitted in January) shall be posted for a minimum period of ten (10)
259 calendar days. Internal applicants for any posted vacancy shall be granted an
260 interview for the vacancy.

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

263 **B. Transfers**

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

267 2. At least twenty (20) calendar days prior to the effective date of a transfer, the
268 administration shall provide the professional employee an opportunity to meet and
269 discuss the transfer. Upon request, the administration shall provide a written notice
270 of the transfer that shall include a statement of reasons for the transfer; such notice
271 shall be provided at least fifteen (15) calendar days prior to the effective date of the
272 transfer. In the event that a professional employee elects to resign rather than accept
273 a transfer, the Board will waive its right to sixty (60) calendar days' notice of
274 resignation.

275 3. In addition, upon request to the Superintendent, any professional employee who is
276 transferred from the professional employee's current position shall be provided
277 with support including, but not limited to the following:

278 a. The assignment of a mentor.

279 b. One day release time for classroom observation.

280 c. A meeting with the principal to plan staff development activities.

281 d. Consultation with the staff development specialist prior to the effective date
282 of the transfer.

- 283 e. Periodic consultation with the Building Principal and/or Director of
284 Curriculum, Instruction, and Assessment throughout the school year.
- 285 4. The Superintendent may apply the provisions identified in paragraph 3 to any
286 professional employee who is subject to a transfer.

287 **C. Securing Substitute Teachers**

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

293 **D. Unpaid Extracurricular Duties**

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

297 **E. Secondary Work Load**

- 298 1. When there is a need to assign teaching periods in excess of a teacher's normal
299 teaching schedule, the District will first seek volunteers by providing notice of the
300 additional work to all employees. The additional work may be assigned to an
301 employee who volunteers to accept such work when the District determines the
302 volunteer is capable of satisfactorily performing such additional work. In the event
303 the District determines there are no capable volunteers to accept additional work,
304 the District may involuntarily assign the work. Secondary teachers who accept or
305 are involuntarily assigned teaching periods in excess of their normal teaching load
306 shall receive additional compensation in accordance with the following formula.

307
$$\frac{\text{Annual salary}}{1267} \times \text{number of additional teaching periods/yr.}$$

308

- 309 2. At the senior high school, a normal teaching load shall be defined as five (5)
310 teaching periods per day.
- 311 3. At the middle school, a normal teaching load shall be defined as an average of five
312 (5) teaching periods per day over two consecutive cycles.

- 313 4. For those teachers who share duties between the middle school and the high school,
314 any additional duties assigned at the middle school shall not exceed two (2) per
315 month.
- 316 5. Exceptions to the provisions set forth in sections 2, 3, or 4 may be made with the
317 consent of the employee involved.
- 318 6. During the life of this Agreement, modifications and /or revisions of the provisions
319 of Article VI, Paragraph E may be permitted; however, any revisions to existing
320 language shall be written into a Memorandum of Understanding and shall be
321 subject to agreement by both parties.

322 **F. Elementary Recess Monitoring**

323 The District will utilize one (1) teacher and one (1) support staff member for recess
324 supervision until such a time as the District has enough support staff members to increase
325 supervision at all four elementary schools.

326 **ARTICLE VII. LEAVES OF ABSENCE**

327 **A. Sabbatical Leave**

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

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

333 If the number of eligible professional employees requesting the full-pay semester-long
334 study sabbatical exceeds the number of sabbatical approvals allowed in the relevant school year,
335 the order of selection will be based upon those employees with the greatest number of continuous
336 years of employment with the Warwick School District. An employee is limited to one (1)
337 semester-long fully paid study sabbatical in the professional employee's career at Warwick.

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

341 **B. Special Leave**

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

- 352 1. “Family emergencies” are defined as a catastrophe occurring to an immediate
353 family member of a professional employee, or a sudden and serious illness
354 occurring at home until other arrangements can be made, or the day a member of
355 the immediate family is undergoing surgery at a hospital/surgical clinic.
- 356 2. “Immediate family” is defined as including mother, father, sister, brother, wife,
357 husband, daughter, son, parent-in-law, grandchild, those defined as ‘step’ family
358 members, or near relative who resides in the same household or any person with
359 whom the professional employee resides.

360 **C. Personal Leave**

- 361 1. Each full-time professional employee of the District (and part-time employees on a
362 pro-rated basis) will be provided with four (4) days of leave each school year, with
363 pay, for personal reasons. Personal leave can be taken in half (1/2) days of leave.
364 The time of arrival or departure for those half days shall be a standard of the
365 midpoint of the length of day for each level – elementary, middle school, and high
366 school. This leave, if not used, will be cumulative during the term of this Agreement
367 as provided in paragraph 2 below.
- 368 2. At no time shall the total available personal leave, including that accumulated from
369 prior Agreements and prior school years, exceed seven (7) such days. No
370 professional employee will be permitted to take more than five (5) consecutive
371 personal days in any one year during the life of this Agreement.

- 372 3. During the term of this Agreement, no requests for use of personal leave will be
373 permitted on family & teacher conferences, the student day before the,
374 Christmas/Winter break or Easter/Spring vacation periods or during the first seven
375 (7) student days or the last five (5) student days of the school term, except for
376 religious holidays. The Superintendent, in the Superintendent's sole discretion,
377 may allow for use of personal leave during the first seven (7) student days and last
378 five (5) student days when exceptional circumstances exist; the denial of such
379 requests shall not be grievable under this Agreement.
- 380 4. A request to take personal leave shall be submitted to the building principal at least
381 one (1) week prior to the day of the absence. A request for personal leave shall be
382 denied if untimely submitted, unless excused due to an unforeseen emergency. A
383 request for personal leave may be denied by the building principal if, in the building
384 principal's judgment, the proper staffing of the school cannot be achieved if such
385 leave were granted.
- 386 5. Requests for personal leave will be considered in order of the date of the written
387 requests submitted to the building principal.
- 388 6. At the conclusion of each school year, any professional employee who has four (4)
389 or more unused personal leave days remaining in the professional employee's
390 account shall be paid only for their fourth, fifth, sixth, and seventh unused personal
391 leave days at the rate of fifty dollars (\$50.00) per day. No employee shall be
392 permitted to carry over more than three (3) unused personal leave days into the next
393 contract year. In the event an employee resigns or retires from the District, said
394 employee shall be paid for any and all unused personal leave days remaining in the
395 professional employee's account at the applicable rate set forth above.
396 Reimbursement shall be made with the last bi-weekly salary payment of the school
397 year. This compensation shall not be considered as part of the employee's annual
398 salary for retirement purposes.

399 **D. Sick Leave**

- 400 1. Consistent with the Public School Code of 1949, ten (10) days of sick leave shall
401 be granted to all professional employees upon the commencement of each school
402 term. Sick leave can be taken in half (1/2) days of leave. The time of arrival or

403 departure for those half days shall be a standard of the midpoint of the length of
404 day for each level – elementary, middle school, and high school.

- 405 2. For all absences of sick leave longer than three (3) days, the professional employee
406 shall furnish a certificate from a physician certifying that said professional
407 employee was unable to perform the professional employee’s duties and stating the
408 cause of the illness. Professional employees unable to report for duty shall notify
409 the designated authority on the evening before, but no later than one hour before
410 the opening of the regular hours of duty. If, in the opinion of the administrator,
411 there is reason to believe that sick leave is being abused, the professional employee
412 shall be required to submit a doctor’s certificate as the reason for each such absence.
- 413 3. Each professional employee may use up to eight (8) of the professional employee’s
414 sick leave days per year for family illness, defined as illness of a child, parent,
415 spouse or anyone living in the immediate household. The eight (8) days are not
416 cumulative.

417 **E. Sick Leave Bank**

- 418 1. Members of the Bargaining Unit may, upon their hire and at their discretion,
419 contribute two (2) days of their accumulated sick leave to a Sick Leave Bank for
420 immediate use upon approval of the Sick Leave Bank Committee during the term
421 covered by this Agreement, which may be renewable with subsequent Agreements.
- 422 2. Members of the Bargaining Unit who were not a member of the Sick Leave Bank
423 within thirty (30) days of their date of hire may, at their discretion during the open
424 enrollment period, contribute two (2) days of their accumulated sick leave to the
425 Sick Leave Bank during the term of this Agreement, which may be renewable with
426 subsequent Agreements. Said employees shall not be eligible for use of the Sick
427 Leave Bank until the first teacher contract day of the next school year.
- 428 3. Members of the Bargaining Unit electing to participate in the option may, with the
429 approval of the Warwick Education Association and the Superintendent, utilize up
430 to a maximum of thirty (30) days of sick leave per school term from the Sick Leave
431 Bank following the exhaustion of the member’s accumulated sick leave due to an
432 extended illness or disability in excess of ten (10) consecutive school days.

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

438 **F. Quarantine Leave**

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

442 **G. Bereavement Leave**

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

449 1. In case of death in the immediate family, a professional employee shall be granted
450 leave without loss of salary. Such leave, not to exceed five (5) consecutive or non-
451 consecutive contract days, shall begin at the time of death and may include one
452 calendar day immediately following the funeral or memorial service. For example,
453 if a funeral or memorial service occurs on a Friday, then Saturday is not a
454 compensable bereavement leave day. If the funeral or memorial service occurs on
455 Sunday, then Monday may count as a compensable bereavement leave day, at the
456 employee’s discretion, if that Monday is a normal contract day. “Immediate
457 Family” is defined as including mother, father, sister, brother, wife, husband,
458 daughter, son, parent-in-law, grandchild, those defined as ‘step’ family members
459 within this section, a near relative who resides in the same household, or any person
460 with whom the professional employee resides.

461 2. In case of death of a near relative, a professional employee shall be granted leave
462 without loss of salary. Such leave, not to exceed two (2) consecutive or non-

463 consecutive contract days, may begin at the time of death and may include one
464 calendar day after the funeral or memorial service. “Near relatives” are defined as
465 grandmother, grandfather, brother-in-law, sister-in-law, grandparent-in-law, son-
466 in-law, daughter-in-law, first cousin, uncle, aunt, niece, or nephew, and those
467 defined as ‘step’ family members within this section.

468 **H. Jury Duty**

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

473 **I. Leaves Without Pay**

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

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

481 **A. Meet and Discuss**

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

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

490 **B. Labor and Management**

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

495 **ARTICLE IX. GRIEVANCE PROCEDURE**

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

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

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

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

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

510 **A. Salary Guide**

511 1. The parties agree that the base salaries to be effected by this Agreement are
512 accurately reflected in Appendix "B," made a part of this Agreement, and that the
513 wages and salaries set forth therein shall be the guide which shall remain in effect
514 as provided by the terms of this Agreement. The salaries provided for under this
515 Agreement shall be prorated based on the employee's fraction appointment
516 consistent with existing practice in the case of part-time employees.

517 2. Each professional employee who agrees upon request to work days in a professional
518 capacity in the professional employee's assignment beyond the professional

519 employee's contractual days, as identified in Article III, will be paid at the
520 professional employee's respective per diem rate (annual base salary divided by
521 189 work days) in the contract year for those additional days.

522 **B. Salary Increments**

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

- 525 1. To qualify for placement beyond the Master's column on the salary guides, the
526 professional employee shall hold an earned Master's degree.
- 527 2. The course must be offered by a four-year degree accredited institution that provides
528 credit toward fulfilling a Master's or Doctorate Degree. In addition, the course must
529 have a direct relationship to the professional employee's certification and/or field (the
530 field in which the employee is currently working or is expected to work in the District),
531 or be in the areas of educational pedagogy, educational psychology or technology
532 directly related to the current professional's field, and/or educational leadership
533 certification.
- 534 3. College or university credits secured in any other manner shall not count toward
535 placement of the professional employee beyond the Master's column on the salary
536 guide unless approved by the Superintendent.

537 **C. Payment of Professional Employees**

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

- 539 1. Twenty-six (26) equal pay periods on a biweekly basis. When necessary, to
540 maintain the biweekly schedule, twenty-seven (27) equal biweekly pay periods will
541 occur.
- 542 2. Twenty-one (21) equal pay periods on a biweekly basis. When necessary, to
543 maintain the biweekly schedule, twenty-two (22) equal biweekly pay periods will
544 occur.

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

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

552 **D. Years of Service Recognition**

553 Professional employees who have at least 25 years of service with the District as of July 1,
554 2023 will have the option of selecting either Retirement Option #1 or Retirement Option #2 below.
555 All other employees shall be eligible only for Retirement Option #2 below.

556

557 Retirement Option #1

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

- 568 1. The professional employee must be actively at work or unable to return to work
569 after a medical sabbatical.
- 570 2. The professional employee must agree in writing to retirement at the end of a school
571 year unless prevented because of a physician-verified health problem, and to
572 provide the Superintendent with written notice of intent to retire on or before
573 January 3 (or the first school day in January in the event school is closed on January
574 3) of the current school year.
- 575 3. The amounts paid shall not be considered as part of annual salary for any year for
576 purposes of computing retirement benefits.
- 577 4. No other retirement benefit will be paid.

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TABLE OF PAYMENTS

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

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

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

Retirement Option #2

Upon retirement, or death in service, an eligible professional employee under this option, subject to the provisions outlined in paragraphs 1-4 below in this Article, shall receive a one-time payment based on years of service with the District and accumulated, unused sick days as described below. A professional employee meets the eligibility requirements if the professional employee has no fewer than fifteen (15) consecutive years of full-time service at Warwick as of June 15th of the applicable year and meets the total years of PSERS recognized service set forth in the table below as of June 15th of the applicable school year. Board approved leaves will not count as a break in service. Those years shall not be counted as a year of service except for a sabbatical leave.

1. The professional employee must agree in writing to retirement at the end of a school year unless prevented by a physician-verified health problem, and to provide the Superintendent with written notice of intent to retire on or before January 3 (or the first

608 school day in January in the event school is closed on January 3) of the current school
609 year.

- 610 2. The Employee would need to be at least 52 years of age, have at least 15 years of full-
611 time service with the District, at least 30 years of PSERS credited service, and retire at
612 the end of the school year in order to receive PSERS benefits to be eligible for this
613 payment.
- 614 3. The payment would have two separate components:
- 615 a. Payment of \$250 for each full year of School District service at time of retirement
 - 616 b. Payment of \$60 for each accumulated, unused sick leave day at retirement up to a
617 maximum of 200 days.
- 618 4. The above amounts would be paid as a lump sum into a Section 403(b) account at
619 retirement or death in service.
- 620 5. For those employees who select Retirement Option #2 and have already received any
621 amount of payment under Retirement Option #1, the amount paid will be the
622 difference between Option #2 and the amount already paid under Option #1.

623 **E. Retirement Notification Date**

624 The District will provide a stipend of \$1,000, less any applicable withholdings required by
625 law, to any professional employee who provides the professional employee's irrevocable
626 retirement notice to the District no later than the close of business on January 3 (or the first school
627 day in January in the event school is closed on January 3) of the school year in which the
628 professional employee will be retiring at year-end. This stipend shall not be considered as part of
629 the employee's annual salary for retirement purposes. Payment of this stipend will occur on the
630 final pay in June in the year of retirement.

631 **F. Mentor Pay**

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

633	2023-24	\$800.00
634	2024-25	\$800.00
635	2025-26	\$800.00
636	2026-27	\$800.00

637 **G. Curriculum Rate**

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

639	2023-24	\$31.00
640	2024-25	\$32.00
641	2025-26	\$33.00
642	2026-27	\$34.00

643 **H. Special Education Stipend**

644 A special education stipend shall be paid to full-time special education teachers and/or
645 teachers of the gifted and speech and language pathologists who serves as the primary case
646 manager for special education and/or gifted student(s) each school year as follows: (i) at least one
647 student but less than 50% of the maximum state caseload as primary case manager - \$1,500; (ii)
648 50% or more to 100% of the maximum state caseload as primary case manager - \$2,000.
649 Additionally, full-time occupational therapists and physical therapists shall be paid \$500 each
650 school year. These payments shall be pro-rated either for part-time employees based on their
651 fractional appointment or full-time employees working less than the entire school year.

652 **I. Pay for Master’s Degree in Excess of 30 Credit Hours**

653 Any professional employee working for the District as a school psychologist, occupational
654 therapist, home and school visitor, speech pathologist with Master’s degree that requires more than
655 30 credits shall have credits completed in excess of 30 applied to salary schedule placement in the
656 next column of the salary schedule. For example, if the Master’s program completed required 60
657 credit hours, the employee shall be placed in the M+15 column. Any professional employees who
658 prior to the signing of this Agreement was advanced more than one column based on earning a
659 Master’s degree in excess of 30 credits shall maintain their current column placement, but may
660 advance with additional credits earned.

661 **ARTICLE XI. OTHER PROFESSIONAL EMPLOYEE BENEFITS**

662 **A. Tuition Reimbursement**

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

665 1. In order to qualify for tuition reimbursement for courses completed and for which
666 the employee is credited on or after July 1, 2016, the course must meet the following
667 criteria:

668 a) Any credits taken for purposes of salary schedule placement must be approved
669 graduate credits in compliance with this section.

670 b) The course must be pre-approved by the Superintendent or designee before
671 enrollment in the course occurs.

672 c) The course must have a direct relationship to the professional employee's
673 certification and/or field (the field in which the employee is currently working or is
674 expected to work in the District), or be in the areas of educational pedagogy,
675 educational psychology or technology directly related to the current professional's
676 field, and/or educational leadership certification.

677 d) The course must be offered by a four-year degree accredited institution that
678 provides credit toward fulfilling a Master's or Doctorate Degree.

679 i. In order to seek additional credits beyond a Master's Degree (to be applied
680 to M+15, M+30, M+45, or M+60 schedules) using a "standalone" graduate
681 level course that is not associated with any third-party provider*, the
682 employee must receive the prior approval of the Superintendent or designee.

683 ii. In order to seek additional credits beyond a Master's Degree (to be applied
684 to M+15, M+30, M+45, or M+60 schedules) using a "standalone" graduate
685 level course that operates in conjunction with a third-party provider*, the
686 employee must receive the prior approval of the Superintendent or designee.

687 iii. At no time will more than six (6) "standalone" course credits provided in
688 conjunction with a third-party provider* and/or pre-approved by the
689 Superintendent or designee, be counted toward each lateral column move
690 after the Masters (M) column.

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692 * Definition of a "third-party provider": a supplier of ancillary support for
693 another organization that is neither the primary vendor nor the purchaser.
694 (Examples: Eduspire, Learner's Edge, Bureau of Education and Research,
695 etc.)

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2. The following tuition reimbursement shall be applied during the term of this Agreement:
 - a) Professional employees shall be reimbursed actual tuition costs for approved courses. The maximum reimbursement for full-time employees shall be limited to six thousand five hundred dollars (\$6,500) per year with the following credit approval scale:
 - i. Twelve (12) credits per year up to a Master’s Degree.
 - ii. Nine (9) credits per year between Masters (M) and Masters+30 (M+30).
 - iii. Six (6) credits per year after Masters+30 (M+30)**
** For the duration of this Agreement, all employees hired prior to July 1, 2016, shall receive twelve (12) credits per year up to a Master’s Degree, and nine (9) credits per year after Masters (M) column.
 - iv. With pre-approval by the Superintendent or designee, the employee may seek additional, self-funded graduate level coursework beyond a Master’s Degree that can be applied to movement on the salary schedule. The coursework must meet all other criteria within the Tuition Reimbursement section herein, and no more than fifteen (15) credits total (district- or self-funded) can be applied to movement on the salary schedule placement per fiscal year.
 - b) Part-time employees who are employed at least fifty percent (50%) full-time equivalency shall be limited to six (6) credits per year or three thousand two hundred fifty dollars (\$3,250) per year.
 - c) Professional employees shall be placed on their proper salary guide, B+24, Masters, M+15, M+30, M+45, M+60 on the beginning date of the District’s semester after which required credits have been completed. A grade report or official transcript and a receipted tuition billing, or equivalent, shall be presented to the Superintendent as evidence of the completion of coursework.
3. The limit on credit reimbursement to teachers in one (1) year shall not apply to professional employees on sabbatical leave for study who complete nine (9) graduate or twelve (12) undergraduate credits for each semester, provided at least

727 two (2) of the three (3) graduate courses or three (3) of the four (4) undergraduate
728 courses are ten (10) or more weeks in duration. The School District will reimburse
729 the professional employee for the total cost of each credit.

- 730 4. Tuition reimbursement will be paid within two (2) weeks following the regular
731 Board meeting subsequent to timely submission of required data to the
732 Superintendent's office by the professional employee. This data shall include a
733 grade report or transcript showing a grade of B or better or with a passing grade in
734 a pass/fail course, and proof of payment for each course claimed for reimbursement.
- 735 5. If a professional employee received tuition reimbursement and fails to complete a
736 full academic year with the District subsequent to payment of tuition, the
737 professional employee shall reimburse the District a pro-rata portion of the tuition
738 payments based on the number of days worked in the contracted teacher year.

739 **B. In-service Payments**

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

742 **C. Health Care Benefits**

- 743 1. The Board will pay a portion of the monthly premium of each full-time professional
744 employee's health care insurance with benefits as stipulated in Appendices D and
745 E, covering hospitalization, major medical surgical, dental, vision and life
746 insurance. Employee contributions for single coverage under these plans are set
747 forth in Appendices D and E.
- 748 2. The Board will pay a portion of the monthly premium for dependent coverage of
749 full-time eligible professional employees participating in the dependent coverage
750 program. Employee contributions for dependent coverage under the District's
751 medical, dental and vision programs are set forth in Appendices D and E.
- 752 3. Employees may elect medical, dental and vision benefits for self and for dependents
753 during the District's open enrollment period. The open enrollment period is defined
754 as November 1 through December 1. Benefit choices during the annual enrollment
755 period will become effective January 1 and remain in effect through December 31.

- 756 4. An employee eligible for coverage may elect to decline District-provided medical
757 coverage. An employee who chooses to decline the medical benefits must notify
758 the District during the District's annual open enrollment period. Any employee
759 who has opted out of the District's medical plan coverage shall be entitled to re-
760 enroll in the District Plan within thirty (30) days of a qualifying event as defined in
761 the Summary Plan Description. An eligible employee who elects to opt-out of the
762 District-provided medical insurance shall be entitled to receive, as per the District's
763 Section 125 Cafeteria Plan, a two thousand dollar (\$2,000) stipend paid in two (2)
764 equal installments of one thousand dollars (\$1,000), one payable after the first six
765 (6) month opt-out period and the second installment payable after the second six
766 (6) month opt-out period. The stipend will be pro-rated for employees who re-
767 enroll in the District plan or in cases where an employee severs the professional
employee's employment. This stipend shall not be considered as part of the
employee's annual salary for retirement purposes. When both spouses are eligible
770 for the District's medical plan coverage, a maximum of \$2,000 will be paid if only
771 one or if both parties decline the District-provided medical plan coverage.
- 772 5. If a professional employee has elected medical plan coverage for the professional
773 employee's spouse under the District's medical plan [e.g., family or two-party
774 coverage] and the professional employee's spouse has medical coverage available
775 from the spouse's own employer, the employee is responsible for contributing the
776 normal applicable share of premium plus an additional working spouse contribution
777 of one thousand five hundred dollars (\$1,500) payable in installments over the
778 course of the year. This contribution shall be paid pre-tax via payroll deductions
779 on a biweekly basis in accordance with the Agreement.
- 780 6. The Warwick School District will provide medical, dental and vision insurance as
781 provided in Appendices D and E. The District agrees to establish a cafeteria plan
782 that meets all the requirements of Section 125 of the Internal Revenue Code. The
783 cafeteria plan shall include provisions for premium deductions, dependent care
784 expenses, un-reimbursed medical expenses, and an opt-out program.
- 785 7. For the life of this Agreement, medical, dental and vision coverage for employees
786 and their eligible dependents shall remain equivalent to or better than those benefits

787 provided in Appendices D and E, the Summary Plan Descriptions and/or insurance
788 policies subject to generally accepted standards of medical, dental and vision
789 practice.

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

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

793 Extra-pay for extra-duties shall be paid through the end of the 2026-2027 contract year in
794 accordance with the guide appended to and made a part of the Agreement, as Appendix “C.”

795 Effective with this Agreement, existing positions currently paid at the Intramural Rate, and
796 positions approved by the joint committee for payment, but not for placement on the salary
797 schedule, shall be paid at the negotiated Intramural Rate of \$13.00 per hour.

798 The introduction of any new positions or changes in placement on the applicable salary
799 schedule shall only be considered at the time of negotiations for any successor Agreement – unless
800 the District and Association shall agree otherwise in writing – and shall be subject to a joint
801 ratification process by and between the District and Association. It is further agreed that the
802 selection and placement of personnel are solely matters of Board decision, except where set forth
803 herein.

804 The District and Association agree to review the potential merits of creating elementary
805 grade level coordinator positions during the work day of the 2023-2024 school year. Based upon
806 this review, the parties may engage in meet and discuss under Article VIII regarding what, if any
807 changes, may be warranted in creating elementary level coordinator positions.

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

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

817 The insurance policy is available upon request or on the District’s staff portal.

818 **F. Dental Insurance**

819 Dental benefits are detailed in Appendix E attached hereto.

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

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

823 **H. Vision Insurance**

824 All full-time professional employees and their eligible spouses and dependents shall be
825 provided, at District expense, a fully-insured vision insurance program consistent with the terms
826 and conditions outlined in Appendix E attached hereto.

827 **I. Availability of Employee Benefits**

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

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

833 If the District could be required to pay any excise taxes or other such additional penalties
834 under federal health insurance statutes and regulations based on the insurance benefits provided
835 by the District (referred to as “excise taxes”), then the parties shall immediately negotiate in good
836 faith changes to the health insurance plan or other related benefits to prevent the imposition of
837 such excise taxes, to be effective January 1, 2023 (or the effective date of such excise taxes). The
838 premium rates determined by the health plan administrator shall be used in calculating the cost of
839 the health insurance benefits under the federal statute and regulations.

840 If plan changes are required to avoid the imposition of any such excise taxes, then the
841 parties shall negotiate appropriate plan revisions, plan eliminations or additional plan options with
842 the sole intent of avoiding the imposed tax. In the event the District and the Association fail to
843 reach agreement on plan revision(s), the parties shall mandatorily pursue binding arbitration with
844 a binding arbitrator provided in a list by the Bureau of Mediation as soon as practicable. The
845 binding arbitrator’s sole authority shall be to determine what changes the parties shall agree to
846 make in the health benefit plan(s) to keep from having to pay the expected excise tax, tax, or

847 penalty under the ACA, or, in the alternative, the arbitrator shall determine the appropriate means
848 by which the parties shall share in paying the excise tax.

849 **K. Licensing Renewal for Related Services**

850 Professional employees, who are not required to possess a Pennsylvania Department of
851 Education certificate in order to perform their work responsibilities for the District, may seek
852 permission from the Superintendent or designee to receive reimbursement for any required
853 continuing professional development training or coursework that is necessary to maintain a
854 required professional license in good standing; provided all of the conditions exist: (1) the
855 employee must possess the license to perform the professional employee's work responsibilities
856 for the District; (2) completed professional development training or coursework cannot be used
857 for purposes of horizontal movement on the salary schedule; (3) the dollar value of any
858 reimbursement does not exceed two hundred fifty dollars (\$250) per school year; and (4) any such
859 reimbursement which may be approved shall count against the maximum reimbursement limits
860 per year under Article XI(A) (Tuition Reimbursement). The Superintendent or designee decision
861 to deny such reimbursement requests shall not be grievable under this Agreement.

862 The renewal of documented licensing fees for the above professional employees, other than
863 fees related to any Pennsylvania Department of Education certificate, which are necessary to
864 continue the professional employee's ability to perform job-related services in the Commonwealth
865 of Pennsylvania will be reimbursed limited to the actual cost not to exceed \$250 each license
866 renewal cycle; provided: (1) any such reimbursement shall count against the maximum
867 reimbursement limits per year under Article XI(A) (Tuition Reimbursement): and (2) if such
868 employees leave District employment within one (1) year of receiving such reimbursement they
869 shall pay back such amounts in full to the District through paycheck withholdings.

870 **ARTICLE XII. WARWICK VIRTUAL ACADEMY**

871 **A. Utilization**

872 The District may assign professional employees teaching responsibilities within the
873 Warwick Virtual Academy as part of the professional work day. Professional employees will not
874 be assigned to teach any course offering for which they are not certified to teach.

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877 **B. Training**

878 Any professional employees assigned for the first time teaching responsibilities within
879 the Warwick Virtual Academy shall be provided adequate training in any technology and/or the
880 role they will be required to perform during the professional work day and within the normal
881 work year. Any training that takes place outside of the normal work day or work year shall be
882 paid at the curriculum rate.

883 **C. Work Outside of the Work Day or Work Year**

884 A professional employee may voluntarily agree to work outside of the normal work day
885 or work year to perform teaching or other professional responsibilities as part of the Warwick
886 Virtual Academy. The District shall pay a professional employee the curriculum rate for such
887 work outside of the work day.

888 **D. Use of Third-Party Providers**

889 The District shall have the right to contract with third-party providers to provide virtual
890 courses within the Warwick Virtual Academy when an insufficient number of students exist to
891 offer a particular course or courses within the District schools or when unique educational needs
892 or interests of students warrant the offering of such virtual courses, so long as the entry to third-
893 party agreement to provide virtual courses does not result in the suspension or demotion of
894 professional employees.

895 **ARTICLE XIII. ASSOCIATION PRIVILEGES**

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

897 When a professional employee is absent from the professional employee's duties on Unit
898 business, the Association will reimburse the District for the cost of the substitute for such days of
899 permissible absence to the extent of the total permissible maximum.

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

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

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

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

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

911 **C. Use of School Equipment**

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

917 **D. Conduct of Association Business**

918 No Association business shall be conducted by any professional employees, as a group or
919 an individual, during the professional work day unless each such member involved shall be on the
920 member’s personal lunch period.

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

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

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

- 925 1. A District-prepared authorization form shall be completed and signed by each
926 professional employee desiring dues deduction.
- 927 2. Forms must be received by the Human Resources Office of the District by the last
928 pay date in October, or within thirty (30) calendar days following Board ratification
929 of the Agreement.
- 930 3. Deductions shall be made in twelve (12) approximately equal amounts on twelve
931 (12) consecutive pay dates, beginning the first pay date in November. The amount
932 deducted each month shall be forwarded to the Association no later than the last
933 day of the succeeding month.
- 934 4. Payroll deductions will be made for contributions for the United Way Campaign.

935 5. Payroll deductions will be made, upon request of the employee, to any financial
936 institution of the professional employee's choice. Deductions will be made in
937 uniform whole dollar amounts for each pay period with a minimum deduction of
938 \$5.00. Said deductions will be issued electronically to the applicable financial
939 institution after each pay period. Deductions will be made upon receipt of written
940 authorization forms, satisfactory to the District, signed by the individual employee
941 and received by the Human Resources Office. Authorizations received by the
942 Human Resources Office will be acted upon as soon as practical and possible. Any
943 member may request a change in the deduction by filing a new authorization form
944 with the Human Resources Office

945 6. Payroll deductions will be made for the Warwick Education Association
946 Scholarship Fund.

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

950 **F. Tax-Sheltered Annuities/403(b) Plan Document**

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

960 **ARTICLE XIV. NO STRIKE, NO LOCKOUT**

961 During the term of this Agreement, the Association and each of its members agrees that
962 professional employees will not engage in any activities involving a strike, slowdown, willful
963 absence from work, or any activities other than full and proper performance of their duties; and
964 the Board agrees that it will not engage in any lockout practices or procedures during the life of

965 this Agreement. In the event the Association opens negotiations on base salaries, pursuant to
966 Article XV, and the parties are unable to reach agreement on such salaries as of the first of July of
967 any subsequent year under this Agreement, then so long as an impasse continues, either party shall
968 be free to act as authorized by law notwithstanding the restrictions on such activities for all other
969 times during the life of this Agreement.

970 **ARTICLE XV. LEGAL PROVISIONS**

971 **A. Separability**

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

977 **B. Exclusiveness of Agreement**

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

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

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ARTICLE XVI. TERM OF AGREEMENT

This Agreement shall become effective July 1, 2023, 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, 2027.

IN WITNESS WHEREOF, the parties hereto affix their signatures this 20th day of June 2023.

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, the employee 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 the administrator’s 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, the member 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 the professional employee’s 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

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Step	Step	Step	Step	Step
				1
			1	2
		1	2	3
	1	2	3	4
1	2	3	4	5
2	3	4	5	6
3	4	5	6	7
4	5	6	7	8
5	6	7	8	9
6	7	8	9	10
7	8	9	10	11
8	9	10	11	12
9	10	11	12	13
10	11	12	13	14
11	12	13	14	15
12	13	14	15	16
13	14	15	16	17
14	15	16	17	17
15	16	17	17	17
16	17	17	17	17
17	17	17	17	17
17	17	17	17	17
17	17	17	17	17
17	17	17	17	17

Salary Guide 2023-2024

From Top	Step	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	59,397	61,969	64,541	67,113	69,685	72,257	74,829
15	2	60,688	63,260	65,832	68,404	70,976	73,548	76,120
14	3	61,979	64,551	67,123	69,695	72,267	74,839	77,411
13	4	63,270	65,842	68,414	70,986	73,558	76,130	78,702
12	5	64,561	67,133	69,705	72,277	74,849	77,421	79,993
11	6	65,852	68,424	70,996	73,568	76,140	78,712	81,284
10	7	67,143	69,715	72,287	74,859	77,431	80,003	82,575
9	8	68,434	71,006	73,578	76,150	78,722	81,294	83,866
8	9	69,725	72,297	74,869	77,441	80,013	82,585	85,157
7	10	71,016	73,588	76,160	78,732	81,304	83,876	86,448
6	11	72,307	74,879	77,451	80,023	82,595	85,167	87,739
5	12	73,598	76,170	78,742	81,314	83,886	86,458	89,030
4	13	74,889	77,461	80,033	82,605	85,177	87,749	90,321
3	14	76,180	78,752	81,324	83,896	86,468	89,040	91,612
2	15	77,471	80,043	82,615	85,187	87,759	90,331	92,903
1	16	78,762	81,334	83,906	86,478	89,050	91,622	94,194
Top	17	80,053	82,625	85,197	87,769	90,341	92,913	95,485

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 2024-2025

From Top	Step	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	61,614	64,186	66,758	69,330	71,902	74,474	77,046
15	2	62,905	65,477	68,049	70,621	73,193	75,765	78,337
14	3	64,196	66,768	69,340	71,912	74,484	77,056	79,628
13	4	65,487	68,059	70,631	73,203	75,775	78,347	80,919
12	5	66,778	69,350	71,922	74,494	77,066	79,638	82,210
11	6	68,069	70,641	73,213	75,785	78,357	80,929	83,501
10	7	69,360	71,932	74,504	77,076	79,648	82,220	84,792
9	8	70,651	73,223	75,795	78,367	80,939	83,511	86,083
8	9	71,942	74,514	77,086	79,658	82,230	84,802	87,374
7	10	73,233	75,805	78,377	80,949	83,521	86,093	88,665
6	11	74,524	77,096	79,668	82,240	84,812	87,384	89,956
5	12	75,815	78,387	80,959	83,531	86,103	88,675	91,247
4	13	77,106	79,678	82,250	84,822	87,394	89,966	92,538
3	14	78,397	80,969	83,541	86,113	88,685	91,257	93,829
2	15	79,688	82,260	84,832	87,404	89,976	92,548	95,120
1	16	80,979	83,551	86,123	88,695	91,267	93,839	96,411
Top	17	82,270	84,842	87,414	89,986	92,558	95,130	97,702

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 2025-2026

From Top	Step	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	63,977	66,549	69,121	71,693	74,265	76,837	79,409
15	2	65,268	67,840	70,412	72,984	75,556	78,128	80,700
14	3	66,559	69,131	71,703	74,275	76,847	79,419	81,991
13	4	67,850	70,422	72,994	75,566	78,138	80,710	83,282
12	5	69,141	71,713	74,285	76,857	79,429	82,001	84,573
11	6	70,432	73,004	75,576	78,148	80,720	83,292	85,864
10	7	71,723	74,295	76,867	79,439	82,011	84,583	87,155
9	8	73,014	75,586	78,158	80,730	83,302	85,874	88,446
8	9	74,305	76,877	79,449	82,021	84,593	87,165	89,737
7	10	75,596	78,168	80,740	83,312	85,884	88,456	91,028
6	11	76,887	79,459	82,031	84,603	87,175	89,747	92,319
5	12	78,178	80,750	83,322	85,894	88,466	91,038	93,610
4	13	79,469	82,041	84,613	87,185	89,757	92,329	94,901
3	14	80,760	83,332	85,904	88,476	91,048	93,620	96,192
2	15	82,051	84,623	87,195	89,767	92,339	94,911	97,483
1	16	83,342	85,914	88,486	91,058	93,630	96,202	98,774
Top	17	84,633	87,205	89,777	92,349	94,921	97,493	100,065

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 2026-2027

From Top	Step	Bachelors	B+24	M/MEQ	M+15	M+30	M+45	M+60
16	1	66,514	69,086	71,658	74,230	76,802	79,374	81,946
15	2	67,805	70,377	72,949	75,521	78,093	80,665	83,237
14	3	69,096	71,668	74,240	76,812	79,384	81,956	84,528
13	4	70,387	72,959	75,531	78,103	80,675	83,247	85,819
12	5	71,678	74,250	76,822	79,394	81,966	84,538	87,110
11	6	72,969	75,541	78,113	80,685	83,257	85,829	88,401
10	7	74,260	76,832	79,404	81,976	84,548	87,120	89,692
9	8	75,551	78,123	80,695	83,267	85,839	88,411	90,983
8	9	76,842	79,414	81,986	84,558	87,130	89,702	92,274
7	10	78,133	80,705	83,277	85,849	88,421	90,993	93,565
6	11	79,424	81,996	84,568	87,140	89,712	92,284	94,856
5	12	80,715	83,287	85,859	88,431	91,003	93,575	96,147
4	13	82,006	84,578	87,150	89,722	92,294	94,866	97,438
3	14	83,297	85,869	88,441	91,013	93,585	96,157	98,729
2	15	84,588	87,160	89,732	92,304	94,876	97,448	100,020
1	16	85,879	88,451	91,023	93,595	96,167	98,739	101,311
Top	17	87,170	89,742	92,314	94,886	97,458	100,030	102,602

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

2023-2024 Schedule

1.825% increase over 2022-2023 Schedule

	Years of Service (Consecutive and Non-Consecutive Years of Paid Service Combined)									
	1	2	3	4	5	6	7	8	9	10
Aa	5057	5057	5865	5865	6675	6675	7483	7483	8291	8291
Ab	3793	3793	4400	4400	5008	5008	5614	5614	6219	6219
Ac	2846	2846	3301	3301	3756	3756	4211	4211	4666	4666
Ba	4551	4551	5279	5279	6008	6008	6735	6735	7462	7462
Bb	3414	3414	3960	3960	4507	4507	5053	5053	5597	5597
Bc	2561	2561	2971	2971	3381	3381	3790	3790	4199	4199
Ca	3539	3539	4106	4106	4673	4673	5238	5238	5804	5804
Cb	2656	2656	3080	3080	3505	3505	3929	3929	4354	4354
Cc	1992	1992	2310	2310	2629	2629	2948	2948	3267	3267
Da	2781	2781	3226	3226	3671	3671	4116	4116	4560	4560
Db	2086	2086	2420	2420	2754	2754	3087	3087	3421	3421
Dc	1565	1565	1816	1816	2066	2066	2317	2317	2566	2566
Ea	2022	2022	2346	2346	2670	2670	2993	2993	3316	3316
Eb	1517	1517	1761	1761	2003	2003	2245	2245	2488	2488
Ec	1138	1138	1321	1321	1503	1503	1684	1684	1866	1866
Fa	1012	1012	1174	1174	1336	1336	1497	1497	1659	1659
Fb	759	759	881	881	1002	1002	1123	1123	1244	1244
Fc	569	569	661	661	751	751	843	843	934	934
Ga	354									
Gb	266									
Gc	199									

Employees who have more than ten (10) years of experience in the same position (consecutive and non-consecutive years of paid service in the same position combined) shall receive a 1.825% annual raise over their stipend from the prior contract year. No employees hired into a Warwick extra-curricular position will be placed above Step 10.

2024-2025 Schedule

1.825% increase over 2023-2024 Schedule

	Years of Service (Consecutive and Non-Consecutive Years of Paid Service Combined)									
	1	2	3	4	5	6	7	8	9	10
Aa	5149	5149	5972	5972	6797	6797	7620	7620	8442	8442
Ab	3862	3862	4480	4480	5099	5099	5716	5716	6332	6332
Ac	2898	2898	3361	3361	3825	3825	4288	4288	4751	4751
Ba	4634	4634	5375	5375	6118	6118	6858	6858	7598	7598
Bb	3476	3476	4032	4032	4589	4589	5145	5145	5699	5699
Bc	2608	2608	3025	3025	3443	3443	3859	3859	4276	4276
Ca	3604	3604	4181	4181	4758	4758	5334	5334	5910	5910
Cb	2704	2704	3136	3136	3569	3569	4001	4001	4433	4433
Cc	2028	2028	2352	2352	2677	2677	3002	3002	3327	3327
Da	2832	2832	3285	3285	3738	3738	4191	4191	4643	4643
Db	2124	2124	2464	2464	2804	2804	3143	3143	3483	3483
Dc	1594	1594	1849	1849	2104	2104	2359	2359	2613	2613
Ea	2059	2059	2389	2389	2719	2719	3048	3048	3377	3377
Eb	1545	1545	1793	1793	2040	2040	2286	2286	2533	2533
Ec	1159	1159	1345	1345	1530	1530	1715	1715	1900	1900
Fa	1030	1030	1195	1195	1360	1360	1524	1524	1689	1689
Fb	773	773	897	897	1020	1020	1143	1143	1267	1267
Fc	579	579	673	673	765	765	858	858	951	951
Ga	360									
Gb	271									
Gc	203									

Employees who have more than ten (10) years of experience in the same position (consecutive and non-consecutive years of paid service in the same position combined) shall receive a 1.825% annual raise over their stipend from the prior contract year. No employees hired into a Warwick extra-curricular position will be placed above Step 10.

2025-2026 Schedule

1.825% increase over 2024-2025 Schedule

	Years of Service (Consecutive and Non-Consecutive Years of Paid Service Combined)									
	1	2	3	4	5	6	7	8	9	10
Aa	5243	5243	6081	6081	6921	6921	7759	7759	8596	8596
Ab	3932	3932	4562	4562	5192	5192	5820	5820	6448	6448
Ac	2951	2951	3422	3422	3895	3895	4366	4366	4838	4838
Ba	4719	4719	5473	5473	6230	6230	6983	6983	7737	7737
Bb	3539	3539	4106	4106	4673	4673	5239	5239	5803	5803
Bc	2656	2656	3080	3080	3506	3506	3929	3929	4354	4354
Ca	3670	3670	4257	4257	4845	4845	5431	5431	6018	6018
Cb	2753	2753	3193	3193	3634	3634	4074	4074	4514	4514
Cc	2065	2065	2395	2395	2726	2726	3057	3057	3388	3388
Da	2884	2884	3345	3345	3806	3806	4267	4267	4728	4728
Db	2163	2163	2509	2509	2855	2855	3200	3200	3547	3547
Dc	1623	1623	1883	1883	2142	2142	2402	2402	2661	2661
Ea	2097	2097	2433	2433	2769	2769	3104	3104	3439	3439
Eb	1573	1573	1826	1826	2077	2077	2328	2328	2579	2579
Ec	1180	1180	1370	1370	1558	1558	1746	1746	1935	1935
Fa	1049	1049	1217	1217	1385	1385	1552	1552	1720	1720
Fb	787	787	913	913	1039	1039	1164	1164	1290	1290
Fc	590	590	685	685	779	779	874	874	968	968
Ga	367									
Gb	276									
Gc	207									

Employees who have more than ten (10) years of experience in the same position (consecutive and non-consecutive years of paid service in the same position combined) shall receive a 1.825% annual raise over their stipend from the prior contract year. No employees hired into a Warwick extra-curricular position will be placed above Step 10.

2026-2027 Schedule

1.825% increase over 2025-2026 Schedule

	Years of Service (Consecutive and Non-Consecutive Years of Paid Service Combined)									
	1	2	3	4	5	6	7	8	9	10
Aa	5339	5339	6192	6192	7047	7047	7901	7901	8753	8753
Ab	4004	4004	4645	4645	5287	5287	5926	5926	6566	6566
Ac	3005	3005	3484	3484	3966	3966	4446	4446	4926	4926
Ba	4805	4805	5573	5573	6344	6344	7110	7110	7878	7878
Bb	3604	3604	4181	4181	4758	4758	5335	5335	5909	5909
Bc	2704	2704	3136	3136	3570	3570	4001	4001	4433	4433
Ca	3737	3737	4335	4335	4933	4933	5530	5530	6128	6128
Cb	2803	2803	3251	3251	3700	3700	4148	4148	4596	4596
Cc	2103	2103	2439	2439	2776	2776	3113	3113	3450	3450
Da	2937	2937	3406	3406	3875	3875	4345	4345	4814	4814
Db	2202	2202	2555	2555	2907	2907	3258	3258	3612	3612
Dc	1653	1653	1917	1917	2181	2181	2446	2446	2710	2710
Ea	2135	2135	2477	2477	2820	2820	3161	3161	3502	3502
Eb	1602	1602	1859	1859	2115	2115	2370	2370	2626	2626
Ec	1202	1202	1395	1395	1586	1586	1778	1778	1970	1970
Fa	1068	1068	1239	1239	1410	1410	1580	1580	1751	1751
Fb	801	801	930	930	1058	1058	1185	1185	1314	1314
Fc	601	601	698	698	793	793	890	890	986	986
Ga	374									
Gb	281									
Gc	211									

Employees who have more than ten (10) years of experience in the same position (consecutive and non-consecutive years of paid service in the same position combined) shall receive a 1.825% annual raise over their stipend from the prior contract year. No employees hired into a Warwick extra-curricular position will be placed above Step 10.

Extra-Curricular Position Placement Guide

Aa	Ab	Ac
HS Football Head Coach	HS Football Assistant Coach (4)	
	MS Football Head Coach	MS Football Assistant Coach (2)
Ba	Bb	Bc
HS Boys Basketball Head Coach	HS Boys Basketball Assistant Coach	
HS Girls Basketball Head Coach	HS Girls Basketball Assistant Coach	
	MS Boys Basketball Head Coach	MS Boys Basketball Assistant Coach (2)
	MS Girls Basketball Head Coach	MS Girls Basketball Assistant Coach (2)
HS Wrestling Head Coach	HS Wrestling Assistant Coach (3)	
	MS Wrestling Head Coach	MS Wrestling Assistant Coach
HS Head Track Coach		
	MS Head Track Coach	
HS Marching Band Director		
Ca	Cb	Cc
HS Boys Soccer Head Coach	HS Boys Soccer Assistant Coach (2)	
HS Girls Soccer Head Coach	HS Girls Soccer Assistant Coach (2)	
	MS Boys Soccer Head Coach	MS Boys Soccer Assistant Coach
	MS Girls Soccer Head Coach	MS Girls Soccer Assistant Coach
HS Boys Volleyball Head Coach	HS Boys Volleyball Assistant Coach	
HS Girls Volleyball Head Coach	HS Girls Volleyball Assistant Coach	

HS Baseball Head Coach	HS Baseball Assistant Coach (3)	
HS Field Hockey Head Coach	HS Field Hockey Assistant Coach (2)	
	MS Field Hockey Head Coach	MS Field Hockey Assistant Coach
HS Softball Head Coach	HS Softball Assistant Coach (3)	
HS Swimming Head Coach	HS Swimming Assistant Coach	
HS Cross Country Head Coach	HS Cross Country Assistant Coach (2)	
	MS Cross Country Head Coach	MS Cross Country Assistant Coach
HS Boys Lacrosse Head Coach	HS Boys Lacrosse Assistant Coach (2)	
HS Girls Lacrosse Head Coach	HS Girls Lacrosse Assistant Coach (2)	
Strength and Conditioning Trainer/Coach		
	HS Track Assistant Coach (4)	MS Track Assistant Coach (3)
	HS Marching Band Assistant (5)	
Equipment Manager Head	HS Show Choir Director (Full Year)	

Da	Db	Dc
HS Golf Head Coach		
HS Bowling Head Coach		
HS Boys Tennis Head Coach		
HS Girls Tennis Head Coach		
HS Cheerleading Head Coach	HS Cheerleading Assistant Coach	
	MS Cheerleading Head Coach	MS Cheerleading Assistant Coach
Esports Head Coach	Esports Assistant Coach	
Math Department Coordinator, 7-12 Science Department Coordinator, 7-12 English Department Coordinator, 7-12 Nursing Department Coordinator, K-12	Art Department Coordinator, K-12 World Language Department Coordinator, 7-12 Guidance Department Coordinator, K-12 Health and Physical Education Department Coordinator, K-12 Music Department Coordinator, K-12 Special Education Department Coordinator, 7-12 Social Studies Department Coordinator, 7-12	Business Education Department Coordinator, 7-12 Family and Consumer Sciences Department Coordinator, 7-12 Technology/Technical Education Department Coordinator, 7-12 Library Department Coordinator, K-12
HS Yearbook Advisor	HS Quiz Bowl Advisor	HS Chess Team Advisor
HS Science Fair Advisor		MS Science Olympiad Advisor

Ea	Eb	Ec
HS Winter Track Head Coach	HS Winter Track Assistant Coach (2)	
HS Choral Director	HS National Honor Society Advisor	
HS Concert Band Director	HS Jazz Band Director	MS Jazz Band Director
HS Orchestra Director		MS Orchestra Director
HS Fall Drama Producer	HS Fall Drama Lead Assistant	
	MS Fall Drama Director	
	HS Musical Producer: Pit Orchestra HS Musical Producer: Vocal HS Musical Producer: Drama HS Musical Producer: Choreographer	
		MS Musical: Drama Director MS Musical: Vocal Director
		Elementary Drama Director: JB Elementary Drama Director: JRB Elementary Drama Director: KH Elementary Drama Director: LE Elementary Musical Director: JB Elementary Musical Director: JRB Elementary Musical Director: KH Elementary Musical Director: LE
Class Advisor, Seniors		
	MS Science Fair Coordinator	
	MS Yearbook Advisor	
		Elementary Safety Patrol: JB Elementary Safety Patrol: JRB

		Elementary Safety Patrol: KH Elementary Safety Patrol: LE
Fa	Fb	Fc
HS Envirothon Advisor	HS Dance Team Head Coach	
HS Student Council Advisor	MS Student Council Advisor	
	HS National English Honor Society HS National Business Honor Society HS National Art Honor Society HS National French Honor Society HS National German Honor Society HS National Spanish Honor Society HS National Tri-M Honor Society	
HS Literary Magazine Advisor	HS FBLA Advisor	
	MS Choral Director	
	MS Concert Band Director	Elementary Band Director: JB Elementary Band Director: JRB Elementary Band Director: KH Elementary Band Director: LE
	HS FFA	
	MS Future Cities	
	HS Tech Resource (4) MS Tech Resource (3) Elementary Tech Resource JB (2)	

	Elementary Tech Resource JRB (2) Elementary Tech Resource KH (2) Elementary Tech Resource LE (2)	
	HS TSA Club Advisor MS TSA Club Advisor	
		Elementary Orchestra Director: JB Elementary Orchestra Director: JRB Elementary Orchestra Director: KH Elementary Orchestra Director: LE
		HS Spring Choral Concert Assistant OR HS Holiday Concert Assistant (3 total)
		HS Musical Assistant (4)
		HS Fall Drama Assistant (4)
		HS Class Advisors, Juniors HS Class Advisor, Sophomores HS Class Advisor, Freshmen
		HS History Club Advisor

Ga	Gb	Gc
HS UNITE (4)	HS Link Crew (4)	MS Comic Book Club
HS Aavidum	HS Drama Club Advisor	Hype: HS School Spirit Posters
HS Interact		
MS Aavidum	LE 5&6 Orff Ensemble/Music Club KH 5&6 Orff Ensemble/Music Club JB 5&6 Orff Ensemble/Music Club JRB 5&6 Orff Ensemble/Music Club	HS PALS
		HS Ski Club
	HS Civics Club	HS FACS Club
		MS Ink Slingers
	MS Oratory Club	HS Women of the Future
	HS Reading Olympics	HS Philosophy Club
	HS LGBTQ+	MS LGBTQ+
	HS CIAA (Club of Integration of Arts)	HS Dr. Who Club
	HS Sign Language Club	HS Fishing Club
		MS Sign Language Club
		MS Strategy Games Club
		HS Board and Card Game Club
		MS Cube and Puzzle Club

APPENDIX D.

MEDICAL INSURANCE BENEFITS

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 2 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. District will also provide a Wellness program with incentives to participants of both medical plans offered. In the 2023 and 2024 calendar years, any professional employee who provides documentation on the District form evidencing the completion of a comprehensive annual physical examination in the last year shall be provided a \$150 health care physical payment. Any employee who received a \$100 health care physical payment January 1, 2023 – June 30, 2023 is eligible to receive an additional \$50 to total \$150 for the calendar year. The District and Association agree to create a joint committee of equal representation from both parties to study, develop and recommend an employee wellness plan with the goal of introducing such a plan on July 1, 2024. The joint committee’s recommendation shall be submitted for ratification to the District and Association by no later than June 1, 2024. The District and Association shall either accept or reject the joint committee’s written recommendations in its entirety, and once any recommendation is approved by parties the wellness plan shall be incorporated into the collective bargaining agreement.

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. 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 2, 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 business day of each plan year. In-Network Deductibles for the QHDHP listed below shall be adjusted to the minimum IRS mandated deductibles, should they exceed the values in the chart below. Out-of-Network Deductibles shall always be twice the value of In-Network Deductibles.

<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)
Jan23-Dec23	1,750	3,500	3,500	7,000	1,000	2,000
Jan24-Dec24	1,750	3,500	3,500	7,000	1,000	2,000
Jan25-Dec25	1,750	3,500	3,500	7,000	1,000	2,000
Jan26-Dec26	1,750	3,500	3,500	7,000	1,000	2,000
Jan27-Dec27	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>	
Jan23-Dec23	1,250	2,500	2,400	4,300
Jan24-Dec24	1,250	2,500	2,400	4,300
Jan25-Dec25	1,250	2,500	2,400	4,300
Jan26-Dec26	1,250	2,500	2,400	4,300
Jan27-Dec27	1,250	2,500	2,400	4,300

Effective with the first pay of the 2023-24 school year, and July 1 each year thereafter, employee premium share contributions for single, two-party and family coverage for the District's Traditional PPO Plan (Option 1) shall be as set forth below. Effective with the first pay of the 2023-24 school year, Employee + 1 and Employee + 2 or more contributions shall be calculated by applying the percentage listed to the full premium for such coverage.

	2023-24	2024-25	2025-26	2026-27
Employee Contribution	9%	9%	10%	10%
Employee + 1 Contribution	13%	13%	14%	14%
Employee + 2 or more Contribution	13%	13%	14%	14%

Effective with the first pay of the 2023-24 school year, and July 1 each year thereafter, employee premium share contributions for single, two-party and family coverage for the District's Qualified High Deductible Health Plan (QHDHP) with a Health Savings Account (HSA) Plan (Option 2) shall be as set forth below. Effective with the first pay of the 2023-24 school year, Employee + 1 and Employee + 2 or more contributions shall be calculated by applying the percentage listed to the full premium for such coverage.

Employee Contribution	8%
Employee + 1 Contribution	11%
Employee + 2 or more Contribution	11%

Employees eligible to receive specialty prescriptions through PriceMDs are mandated to do so, provided the program maintains its fully virtual option.

Traditional PPO Plan Option, 2023-2027

DEDUCTIBLES AND MAXIMUMS		
	You Pay In-Network	You Pay Out-of-Network
Annual Deductible (cross-accumulates in and out of network)		
Individual	2024: \$700 2025: \$750 2026: \$800 2027: \$850	2024: \$1400 2025: \$1500 2026: \$1600 2027: \$1700
Family (aggregate)	2024: \$1400 2025: \$1500 2026: \$1600 2027: \$1700	2024: \$2800 2025: \$3000 2026: \$3200 2027: \$3400
Coinsurance	10%	30%
Coinsurance Maximum		
Individual	\$600	\$1,100
Family (aggregate)	\$1,200	\$2,200
Total Maximum Out of Pocket (includes Deductibles, Coinsurance and Copays for both medical and pharmacy)		
Individual	\$3000 <i>(All out of pocket payments combined)</i>	Not Applicable
Family (aggregate)	\$6000 <i>(All out of pocket payments combined)</i>	Not Applicable
OUTPATIENT SERVICES		
	You Pay In-Network	You Pay Out-of-Network
Physician Services (for illness or injury)		
Telemedicine	(Not subject to deductible)	
Primary Care Visit (PCP)	PCP or SCP Copay (\$0 for preferred telemedicine option)	
Specialist Visit (SCP)	\$25 Copay	30% Eligible Charges (after annual deductible)
Preventive Services*	\$40 Copay	30% Eligible Charges (after annual deductible)
Gynecological Exam (subscriber or spouse)	(Not subject to deductible)	\$0 Copay
Well Child Visit (through age 18)	\$0 Copay	30% Eligible Charges (after annual deductible)
Adult Physical Visit (subscriber and spouse only)	\$0 Copay	30% Eligible Charges (after annual deductible)
Routine Pediatric Immunizations (through age 18)	0%	30% Eligible Charges (after annual deductible)
Hearing Exams (under age 19)	\$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.	\$40 office visit Copay	\$40 office visit Copay
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)
HOSPITAL SERVICES		
Hospital Care		
Semi-private room (private room if medically necessary)	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Physician and Surgeon Fees	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Surgery	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Lab and X-ray services	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
All Medically Necessary Ancillary Services	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
Anesthesia	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)

MATERNITY SERVICES	<i>You Pay</i> <i>In-Network</i>	<i>You Pay</i> <i>Out-of-Network</i>
Pregnancy Care (PCP/SCP) (copay for the first office visit only)	\$25/\$40 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Delivery	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
FAMILY PLANNING	<i>You Pay</i> <i>n-Network</i>	<i>You Pay</i> <i>Out-of-Network</i>
<i>Infertility Counseling/Testing</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Tubal Ligation/Vasectomy</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
PRESCRIPTION DRUGS	Retail: \$5 for 1 A Generics / \$10 Generics / \$25 Brand / \$50 Brand non-formulary Mail Order: \$10 for 1 A Generics / \$20 Generics / \$50 Brand / \$100 Brand non-formulary COVERED ONLY AT PARTICIPATING PHARMACIES PLEASE PRESENT YOUR RX ID CARD AT PARTICIPATING PHARMACIES	
Excludes infertility drugs. Includes oral contraceptives, erectile dysfunction & smoking cessation drugs. All generics are covered under Tier 1.		
EMERGENCY CARE	<i>You Pay</i> <i>In-Network</i>	<i>You Pay</i> <i>Out-of-Network</i>
Emergency Room Services	\$100 copay (copay waived if admitted), (after annual deductible) * Non-emergencies are not covered.	
Urgent Care	\$50.00 copay (after annual deductible)	
REHABILITATION SERVICES	<i>You Pay</i> <i>In-Network</i>	<i>You Pay</i> <i>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</i> <i>In-Network</i>	<i>You Pay</i> <i>Out-of-Network</i>
General Mental Health:	(Mental health services must be preauthorized)	
Inpatient	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Physician Services (Outpatient)</i>	\$25 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
<i>Serious Mental Health:</i>		
<i>Inpatient</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Physician Services (Outpatient)</i>	\$25 Copay (not subject to annual deductible)	30% Eligible Charges (after annual deductible)
Substance Abuse:		
Inpatient Detoxification	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Inpatient Rehabilitation</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)
<i>Transitional Partial Hospitalization</i>	10% (after annual deductible)	30% Eligible Charges (after annual deductible)

OTHER BENEFITS	<i>You Pay</i>	<i>You Pay</i>
	<i>In-Network</i>	<i>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>* A Preferred telemedicine provider will be provided by Warwick School District's Human Resources department.</p>		

Qualified High Deductible Health Plan (QHDHP) Option with Health Savings Account (HSA), 2023-2027

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

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 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)
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.	Copays apply after the annual deductible has been met 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 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)

OTHER BENEFITS	<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 participating 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 INSURANCE

Effective January 1, 2017

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

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

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

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

Deductible (not applied to diagnostic and preventive services)

Individual	\$50
Family	\$100

The entire dental insurance plan is available upon request or on the District's staff portal.

Please note several plan limitations and exclusions apply.

II. LIFE INSURANCE / ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE

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 insurance benefits for eligible employees shall be provided consistent with the Schedule of Benefits outlined below. 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.