

*Office of Open Records v. Pennridge School
District, No. 594 M.D. 2013 (Pa. Commw. Ct.
discontinued Jan. 14, 2014)*

1. Petition for Enforcement

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

2013 DEC -3 P 1:31

RECEIVED & FILED
COMMONWEALTH COURT
OF PENNSYLVANIA

COMMONWEALTH OF
PENNSYLVANIA,
OFFICE OF OPEN RECORDS,

Petitioner

v.

NO. 514 M.D. 2013

PENNRIDGE SCHOOL DISTRICT,

Respondent

NOTICE TO DEFEND

You have been sued in court. If you wish to defend against the claims set forth in the following pages, you must take action within twenty (20) days after this complaint and notice are served, by entering a written appearance personally or by attorney and filing in writing with the court your defenses or objections to the claims set forth against you. You are warned that if you fail to do so the case may proceed without you and a judgment may be entered against you by the court without further notice for any money claimed in the complaint or for any other claim or relief requested by the plaintiff. You may lose money or property or other rights important to you.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER, GO TO OR TELEPHONE THE OFFICE SET FORTH BELOW. THIS OFFICE CAN PROVIDE YOU WITH INFORMATION ABOUT HIRING A LAWYER.

IF YOU CANNOT AFFORD TO HIRE A LAWYER, THIS OFFICE MAY BE ABLE TO PROVIDE YOU WITH INFORMATION ABOUT AGENCIES THAT MAY OFFER LEGAL SERVICES TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE.

Central Pennsylvania Legal Services, Inc.
213 North Front Street
Harrisburg, PA 17101
(717) 232-0581

Public Services and Lawyers Referral Committee
Dauphin County Bar Association
213 North Front Street
Harrisburg, PA 17101
(717) 232-7536

2. The Respondent, Pennridge School District, is a political subdivision of the Commonwealth of Pennsylvania providing public education services, and a "local agency" under the RTKL. *See* 65 P.S. § 67.102 (defining "local agency").
3. This Court possesses the requisite jurisdiction to hear and decide this Petition to Enforce the Final Determination of the OOR pursuant to Section 761(a)(2) of the Judicial Code, 42 Pa.C.S. § 761(a)(2). *Commonwealth v. Landsdowne Swim Club*, 526 A.2d 758 (Pa. 1987).
4. On July 2, 2013, Scott Edgell ("Requester") submitted a request ("Request") to Respondent, seeking information regarding compensation and benefits provided to Respondent's employees. A true and correct copy of the Request is attached hereto as Exhibit A and incorporated herein.
5. The Respondent failed to respond to the Request within five (5) business days of receipt, and the Request was deemed denied. *See* 65 P.S. § 67.901.
6. On July 18, 2013, the Requester appealed the Respondent's deemed denial of the Request to the OOR. During the course of the appeal, the Respondent failed to provide any evidence to support withholding the requested records.
7. On August 19, 2013, the OOR issued a final determination granting the appeal in part and denying the appeal in part. Specifically, the OOR ordered the Respondent to disclose all records of employee compensation and benefits with the exception of any records reflecting unemployment compensation benefits, which are confidential under the Unemployment Compensation Law. *See* 43 P.S. § 766(b); 34 Pa.Code § 61.25. A true and correct copy of the OOR's final determination is attached hereto as Exhibit B and incorporated herein.

8. The OOR's final determination of August 19, 2013 constitutes a final order of the OOR.
See 65 P.S. § 67.1101(b)(3).
9. Any party aggrieved by a final determination of the OOR may file an appeal to a court of record within thirty (30) days of the mailing date of the OOR's final determination. *See* 65 P.S. §§ 67.1301 - .1302.
10. More than thirty (30) days have elapsed since the mailing date of the OOR's final determination and the Respondent has not filed any appeal under Chapter 13 of the RTKL.
11. The Requester has informed the OOR that he continues to seek access to all responsive records.
12. The Respondent has informed the OOR that it has not provided all responsive records to the Requester. The Respondent has advised the OOR that it is undergoing changes to its database software which have delayed the provision of certain records; however, more pertinently to this matter, the Respondent has informed the OOR that it will not provide any records related to medical benefits of the Respondent's employees because such records are exempt from disclosure under Section 708(b)(6)(i)(B) of the RTKL, 65 P.S. § 67.708(b)(6)(i)(B) (relating to the disclosure of marital status and beneficiary/dependent information). A true and correct copy of the Respondent's refusal to provide all responsive records is attached hereto as Exhibit C and incorporated herein.
13. While the Respondent was required to raise any challenges to the OOR's final determination by filing an appeal with a Chapter 13 court within thirty (30) days and has filed no such appeal, the Commonwealth Court, in an unreported single judge opinion, has previously held that information regarding medical benefits of public employees is

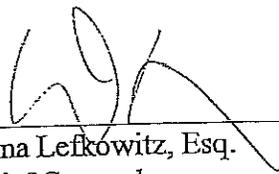
not exempt from disclosure under Section 708(b)(6)(i)(B) of the RTKL. See *APSCUF v. Pa. State Sys. Of Higher Ed.*, No. 724 M.D. 2012 (Pa. Commw. Ct. filed January 11, 2013)

14. By reason of its refusal to provide records of medical benefits of its employees, Respondent has failed to comply with the OOR's final determination dated August 19, 2013.

15. The OOR brings this Petition to Enforce to ensure access to government records, *Bowling v. Office of Open Records*, 990 A.2d 813, 824 (Pa. Commw. Ct. 2010), *aff'd* No. 20 MAP 2011, 2013 Pa. LEXIS 1800 (Pa. Aug. 20, 2013), and that compliance with a final order is mandatory.

WHEREFORE, Petitioner requests this Court enter an Order directing the Respondent to provide the Requester with all records responsive to the Request, including, but not limited to records regarding medical benefits of Respondent's employees.

Respectfully submitted,



Dena Lefkowitz, Esq.
Chief Counsel
Supreme Court No. 52912
Pennsylvania Office of Open Records
Commonwealth Keystone Building
400 North Street, Fourth Floor
Harrisburg, PA 17120-0225
(717) 346-9903
(717) 425-5343 (facsimile)

Counsel for Office of Open Records

Verification

The undersigned hereby verifies that the statements contained within the foregoing Answer are true and correct to the best of my knowledge, information and belief. I understand that the statements made therein are subject to the penalties of 18 Pa.C.S. § 4904, relating to unsworn falsifications to authorities.


Dena Lefkowitz

1. Petition for Enforcement

Exhibit A



pennsylvania
OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 7/2/2013

REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): Pennridge School District
1200 N 5th St Perkasio, PA 18944

NAME OF REQUESTER: Scott J. Edgell

STREET ADDRESS: 408 Vine St.

CITY/STATE/COUNTY/ZIP(Required): Perkasie, PA 18944-1447

TELEPHONE (Optional): 267-374-0192 EMAIL (optional): scottedgell@comcast.net

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

Provide itemized information on ALL district employees' compensation broken down by employee name

class (with class code key), medical, dental, defined retirement benefits, life insurance, education, TSA, FICA, unemployment compensation, worker's comp, other. Example from 2011-2012 RTK attached

- DO YOU WANT COPIES? YES or NO
- DO YOU WANT TO INSPECT THE RECORDS? YES or NO
- DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

RIGHT TO KNOW OFFICER:

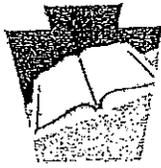
DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE:

***Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

1. Petition for Enforcement

Exhibit B



pennsylvania

OFFICE OF OPEN RECORDS

FINAL DETERMINATION

IN THE MATTER OF

SCOTT EDGELL,
Complainant

v.

PENNRIDGE SCHOOL DISTRICT,
Respondent

Docket No. AP 2013-1242

INTRODUCTION

Scott Edgell ("Requester") submitted a request ("Request") to the Pennridge School District ("District") pursuant to the Right-to-Know Law, 65 P.S. §§ 67.101 *et seq.*, ("RTKL"), seeking information on compensation paid to the District's employees. The District failed to respond to the Request, and the Requester appealed to the Office of Open Records ("OOR"). For the reasons set forth in this Final Determination, the appeal is granted in part and denied in part, and the District is required to take further action as directed.

FACTUAL BACKGROUND

On July 2, 2013, the Request was filed, seeking:

itemized information on all district employees' compensation broken down by employee name[,] class (with class code key), medical, dental, defined retirement benefits, life insurance, education, TSA, FICA, unemployment compensation, worker's comp, other. Example from 2011-2012 RTK attached[.]

The example referred to in the Request "from 2011-2012" consisted of an itemized list showing the following categories for each employee: "last [name], first [name], class, salary, Ed.D., TSA,

Other, Medical, Dental, FICA, Retirement, and Unempl.” Because the District failed to respond to the Request, it was deemed denied.¹ 65 P.S. § 67.901.

On July 18, 2013, the Requester appealed to the OOR, challenging the denial and stating grounds for disclosure. The OOR invited both parties to supplement the record and directed the District to provide notice of the appeal to any employees with a direct interest in the requested information. See 65 P.S. § 67.1101(c). After the District failed to make any submission on appeal, the OOR inquired whether the District intended to respond to the appeal. On August 8, 2013, the District, in an unsworn statement, responded, stating that it was transitioning between software systems and that confidential information not subject to the Request “was being transferred” and that the District was “unable... to hide that confidential information.” The District went on to say that it would provide the Requester with the information as soon as “the inaccuracies [were] corrected” and “confidential information [could be] hidden or deleted.” The District also indicated that it did not have an electronic report documenting the requested information other than salaries.

The OOR sought an extension of time from the Requester to issue a Final Determination in order to more fully develop the record and ensure notification to interested persons; however, the Requester refused to agree to an extension.

LEGAL ANALYSIS

“The objective of the Right to Know Law ... is to empower citizens by affording them access to information concerning the activities of their government.” *SWB Yankees L.L.C. v. Wintermantel*, 45 A.3d 1029, 1041 (Pa. 2012). Further, this important open-government law is

¹ The Requester made the same request for information on May 3, 2013. In response to the May 3, 2013 request, the District stated that it was transitioning to a new software system and that training for personnel was ongoing. The District also stated that it would provide a response to the request as “mastery of the new system [was] gained.” The response also stated that portions of the request might not be granted since no documentation existed.

“designed to promote access to official government information in order to prohibit secrets, scrutinize the actions of public officials and make public officials accountable for their actions.” *Bowling v. OOR*, 990 A.2d 813, 824 (Pa. Commw. Ct. 2010), *appeal granted* 15 A.3d 427 (Pa. 2011).

The OOR is authorized to hear appeals for all Commonwealth and local agencies. *See* 65 P.S. § 67.503(a). An appeals officer is required “to review all information filed relating to the request” and may consider testimony, evidence and documents that are reasonably probative and relevant to the matter at issue. 65 P.S. §67.1102(a)(2). An appeals officer may conduct a hearing to resolve an appeal. The decision to hold a hearing or not hold a hearing is discretionary and non-appealable. *Id.* Here, the neither party has requested a hearing, and the OOR has determined that it has the necessary, requisite information and evidence before it to properly adjudicate the matter.

The District is a local agency subject to the RTKL that is required to disclose public records. 65 P.S. § 67.302. Records in possession of a local agency are presumed public unless exempt under the RTKL or other law or protected by a privilege, judicial order or decree. *See* 65 P.S. § 67.305. Upon receipt of a request, an agency is required to assess whether a record requested is within its possession, custody or control and respond within five business days. 65 P.S. § 67.901. An agency bears the burden of proving the applicability of any cited exemptions. *See* 65 P.S. § 67.708(b).

Section 708 of the RTKL clearly places the burden of proof on the public body to demonstrate that a record is exempt. In pertinent part, Section 708(a) states: “(1) The burden of proving that a record of a Commonwealth agency or local agency is exempt from public access shall be on the Commonwealth agency or local agency receiving a request by a preponderance of

the evidence.” 65 P.S. § 67.708(a). Preponderance of the evidence has been defined as “such proof as leads the fact-finder ... to find that the existence of a contested fact is more probable than its nonexistence.” *Pa. State Troopers Ass’n v. Scolforo*, 18 A.3d 435, 439 (Pa. Commw. Ct. 2011) (quoting *Dep’t of Transp. v. Agric. Lands Condemnation Approval Bd.*, 5 A.3d 821, 827 (Pa. Commw. Ct. 2010)). “The burden of proving a record does not exist ... is placed on the agency responding to the right-to-know request.” *Hodges v. Pennsylvania Department of Health*, 29 A.3d 1190, 1192 (Pa. Commw. Ct. 2011).

1. **The District did not meet its burden that the information requested does not exist or that the information cannot be provided to the Requester in the medium in which it exists.**

The District asserts that it is unable to provide the requested information because it is in the midst of transferring data between software systems, and that, as a result, discrepancies in the information exist which would reveal confidential employee information unrelated to the Request. The District further contends that it will provide the information to the Requester when the inaccuracies are corrected and confidential information can be hidden or deleted from the data. The District asserts that, other than salaries, “it does not have an electronic report documenting the requested information.” None of the District’s statements concerning the requested information were submitted in a sworn affidavit.

“The definition of a ‘record’ in the RTKL is broad enough to encompass a hard or electronically-stored document in an agency’s possession, as well as information stored or maintained by an agency but that is not necessarily part of a specific document.” *DCNR v. Office of Open Records*, 1 A.3d 929 (Pa. Commw. 2010). Despite the District’s assertions, an agency need only provide the information in the manner in which it currently exists. Moreover, drawing information from a database does not constitute the creation of a record under the

RTKL. *DEP v. Cole*, 52 A.3d 541 (Pa. Commw. Ct. 2012); *Gingrich v. Pennsylvania Game Commission*, 2012 Pa. Commw. Unpub. LEXIS 38 (Pa. Cmwlth., No. 1254 C.D. 2011, filed January 12, 2012). The District does not assert that the requested information does not exist, or that it is incapable of providing such information in redacted form. Rather, it only asserts that the information is not accessible as requested by the Requester. The District's position does not relieve the District from providing the requested information as it currently exists. Moreover, Section 706 of the RTKL provides for redaction of information where disclosure would lead to information not subject to public access. See 65 P.S. § 67.706. Accordingly, the District's rationale for not providing responsive records to the Requester is without merit.

2. The District has failed to establish that the compensation amounts sought in the Request are protected from public disclosure

The Requester seeks compensation information for all District employees' itemized by the employee's name, and type of compensation. Section 708(b)(6)(ii) of the RTKL provides that employee salary information is public information. 65 P.S. § 67.708(b)(6)(ii). *Warhay v. PA Dept. of Revenue*, OOR Dkt. AP 2011-1271, 2011, 2011 PA O.O.R.D. LEXIS 1009; *Brenckle v. East Pennsboro School District*, AP 2010-1062, 2010 PA O.O.R.D. 950; See also *DCNR v. OOR*, 1 A.3d 929 (Pa. Commw. 2010). Thus, records of employee names, position, and salary are all clearly accessible under the RTKL. Likewise, absent any applicable exemptions, the amounts paid by an employer for medical or dental benefits for its employees are subject to public access. *Bridy v. City of Shamokin*, OOR Dkt. AP 2013-0430; 2013 PA O.O.R.D. LEXIS 300; *Buffer v. Luzerne County*, OOR Dkt. AP 2009-0401, 2009 PA O.O.R.D. LEXIS 649. Additionally, payments made by the District to an employee related to retirement benefits, life insurance, education, Tax Sheltered Annuities (TSA), FICA, or other compensation, fall squarely within the language contained in Section 708(b)(6)(ii) of the RTKL. It is important

to note that the Request at issue here generally seeks employee "compensation", *i.e.* a payment by the District to or on behalf of its employee. To the extent that District employees contributed to the amounts of the "medical or dental benefits, defined retirement benefits, life insurance, education, TSA or other", those amounts are not responsive to the Request and not subject to disclosure here.²

The Request also seeks employee 'compensation' as it relates to the Federal Insurance Contributions Act, 26 U.S.C. §§ 3101 *et seq.* ("FICA"). While FICA is a mandatory tax deduction which consists of two separate taxes: the medicare tax and social security tax, amounts deducted under FICA are considered payments to an employee. *See* 26 U.S.C. § 3123. The Commonwealth Court has held that W-2 forms and 1099 forms constitute confidential return information that is not subject under the RTKL. *Fort Cherry School District v. Coppola*, 37 A.3d 1259 (Pa. Commw. Ct. 2012); *Office of Budget v. Campbell* 25 A.3d 1318 (Pa. Commw. 2011). The OOR has subsequently distinguished these cases, however, finding that inclusion of information on a tax form does not necessarily exempt that same information under the RTKL. *See Kurutz v. Franklin Regional School District*, OOR Dkt. AP 2012-1178, 2012 PA O.O.R.D. LEXIS 1125 (finding that 403(b) contributions made by agency were subject to disclosure and not subject to exemption under the Internal Revenue Code where RTKL request did not seek a W-2 form and agency did not meet burden of proof that information was exempt.) Similar to *Kurutz*, the Request in the instant matter does not seek a tax form; nor has the District shown that such information is exempt from disclosure. Accordingly, to the extent that the Request seeks the FICA amounts deducted from employee compensation, such amounts are subject to disclosure.

² Although some of the items identified in the Requests are typically characterized as payroll deductions, the Request plainly seeks "compensation" "broken down" by the itemized categories.

3. The amounts of Unemployment Compensation paid to District employee are not subject to public access.

The Request also seeks the amount of unemployment compensation benefits paid to District employees. While the District has not raised any grounds for denying access to records of unemployment compensation paid to District employees, employer records relating to unemployment compensation are confidential as a matter of law. See 43 P.S. § 766(b); 34 Pa.Code § 61.25; *Bullock v. Dep't of Labor & Indus.*, OOR Dkt. AP 2012-1535, 2012 PA. O.O.R.D. LEXIS 1277. Therefore, the appeal as to the amount of unemployment compensation paid to District employees is denied.

4. The amounts of workers' compensation paid to each District employee are subject to public access.

Finally, the Request seeks the amount of workers' compensation benefits paid to District employees. While workers' compensation benefits are expressly exempt from public disclosure, 65 P.S. § 67.708(b)(5), the District has not cited any legal bases for denying access to the requested information, and it is inappropriate for the OOR to raise grounds for denial on behalf of an agency. See *Gerson v. Agora Cyber Charter School*, OOR Dkt. 2013-0911, 2013 PA O.O.R.D. LEXIS 537. As the District has not raised any grounds for denying access to workers' compensation benefits paid to District employees, the District has not met its burden of proof to withhold responsive records.

CONCLUSION

For the foregoing reasons, the appeal is granted in part and denied in part, and the District is required to records of compensation paid to District employees within thirty (30) days. The District is not required to provide information related to unemployment compensation paid to its employees. Within thirty (30) days of the mailing date of this Final Determination, any

party may appeal or petition for review to the Bucks County Court of Common Pleas. 65 P.S. § 67.1302(a). All parties must be served with notice of the appeal. The OOR also shall be served notice and have an opportunity to respond according to court rules as per Section 1303 of the RTKL. This Final Determination shall be placed on the OOR website at:

<http://openrecords.state.pa.us>.

FINAL DETERMINATION ISSUED AND MAILED: August 19, 2013



**ANGELA EVELER, ESQ.
APPEALS OFFICER**

Sent to: Scott Edgell (via e-mail)
Ray Scarpatonio (via e-mail)
Kim Kriebel (via e-mail)

1. Petition for Enforcement

Exhibit C



KINGSPRY

October 23, 2013

Via email only: diefkowitz@pa.gov
Dena Lefkowitz, Esq.
Pennsylvania Office of Open Records
Commonwealth Keystone Building
400 North Street, Plaza Level
Harrisburg, PA 17120-0225

Re: **Scott Edgell v. Pennridge School District**
AP 2013-1242

Dear Attorney Lefkowitz:

As you know, this office represents the Pennridge School District. In response to your inquiry about the status of the District's disclosures in this matter, I spoke with the District earlier today. I am informed that all responsive records have been provided to Mr. Edgell, save for information regarding medical benefits. As indicated in the District's responses to Mr. Edgell in the course of this matter, the District has been implementing new software that continues to delay its response.

However, I note that a response to Mr. Edgell's request for information about medical benefits would require disclosure of records that are exempt under the Right to Know Law. The amount paid by the District, for the medical benefits of individual employees, varies based upon each employee's marital status and number of dependents. Section 708(b)(6)(i)(B) expressly exempts records that would disclose an individual's marital status, and information about beneficiaries or dependents.

Based on the above information, I believe that the District has provided a complete response to Mr. Edgell's request.

Please contact me if you require additional information.

Very truly yours,

Rebecca A. Young, Esquire

RAY/smg

cc: Mr. Scott Edgell
Mr. Ray Scarpantonio, Director of Human Resources
Ms. Kim Kreibel, Secretary to the Right to Know Officer
John E. Freund, III, Esq.

KING, SPRY, HERMAN, FREUND & FAUL, LLC • ATTORNEYS & COUNSELORS AT LAW
ONE WEST BROAD STREET • SUITE 700 • BETHLEHEM, PA 18018 • TEL: 610-332-0390 • FAX: 610-332-0314

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MES F. SWARTZ, III
EVIN C. REID
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RIAN J. TAYLOR
MICHAEL A. GAUL
ZABETH M. KELLY
ELLEN C. SCHURDAK
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PAUL K. BLUNT

AFFILIATED WITH:
LAW OFFICES OF IRA WEISS
PITTSBURGH, PA 15219

*Certified Civil Trial
Advocate by National
Board of Trial Advocacy
(*A PA Supreme Court
Approved Agency*)

Sostar, Janelle K

From: Lefkowitz, Dena
Sent: Wednesday, October 23, 2013 2:57 PM
To: Sostar, Janelle K
Subject: Fw: Scott Edgell v. Pennridge School District AP 2013-1242
Attachments: Ltr to Dena Lefkowitz re Scott Edgell RTK request 10.23.2013 (00073360@xB1AD4).pdf

Please print
Dlefkowitz

From: Shawn Good [mailto:ShawnG@Kingspry.com]
Sent: Wednesday, October 23, 2013 02:41 PM Eastern Standard Time
To: scottedgell@comcast.net <scottedgell@comcast.net>; Lefkowitz, Dena; Scarpantonio, Ray (RScarpan@pennridge.org) <RScarpan@pennridge.org>; Kriebel, Kim (kkriebel@pennridge.org) <kkriebel@pennridge.org>
Cc: Rebecca Young <ryoung@Kingspry.com>
Subject: FW: Scott Edgell v. Pennridge School District AP 2013-1242

Please see attached document. Thank you.

Shawn M. Good

Legal Assistant to Rebecca Young, Esquire and
Karley B. Sebia, Esquire

KING SPRY HERMAN FREUND & FAUL, LLC

One West Broad Street, Suite 700

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Phone: (610) 332-0390

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From: Shawn Good
Sent: Wednesday, October 23, 2013 2:36 PM
To: 'dlefkowitz@state.pa.us' (dlefkowitz@state.pa.us); 'scottedgell@comcast.et'; Scarpantonio, Ray (RScarpan@pennridge.org); Kriebel, Kim (kkriebel@pennridge.org)
Cc: Rebecca Young; John E. Freund, III
Subject: Scott Edgell v. Pennridge School District AP 2013-1242

Please see attached document. Thank you.

Shawn M. Good

Legal Assistant to Rebecca Young, Esquire and

Karley B. Sebia, Esquire

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Brown, Charles (OOR)

From: Rebecca Young <ryoung@Kingspry.com>
Sent: Thursday, November 21, 2013 4:38 PM
To: Brown, Charles (OOR)
Subject: Edgell v. Pennridge School District OOR Dkt. AP 2013-1242
Attachments: RTK All employees compensation - Edgell.xlsx (00096573@xB1AD4).xlsx; Ltr to Dena Lefkowitz re Scott Edgell RTK request 10.23.2013 (00073360@xB1AD4).pdf; 2013-2014 Benefit Rates.xlsx (00096572@xB1AD4).xlsx; 2010-2014 Act 93 Agreem with 9-19-11 addendum and sign page (3) (00096580@xB1AD4).pdf; PEA Contract 7-1-10 to 6-30-14 (3) (00096579@xB1AD4).pdf; Nutritional Services Contract 2011-2014 Approved 10-17-11 (00096578@xB1AD4).pdf; PESPA scanned original 2011-2013 (00096577@xB1AD4).pdf

Dear Attorney Brown

You aver that the Pennridge School District has failed to comply with the August 19, 2013 Final Determination. To the contrary, the District provided Mr. Edgell with an Excel spreadsheet in response to his request on September 23. A copy of the response is attached, entitled "RTK all employees compensation - Edgell." It is the District's position that no additional response is either necessary or appropriate.

I conveyed this information to Dena Lefkowitz on October 23, 2013. A copy of that letter is attached for your reference. As indicated in that letter, providing employee-specific information about medical benefits would disclose the individuals' marital and/or family status, including disclosure of whether the individual has any dependents. This information is personal, and is exempt from disclosure under Section 708(b)(6). More fundamentally, disclosing whether an individual has enrolled in a health care program is exempt under Section 708(b)(5).

I do realize that information about the nature of the medical benefits provided by the District was not produced in the course of Mr. Edgell's appeal. For that reason, I enclose the following:

1. The medical benefit rate sheet for the 2013-14 school year: this spreadsheet establishes that the premium rate for health coverage varies depending upon the employee's marital and family status
2. Contracts for employee groups under which medical benefits are provided. The contracts document the terms under which medical benefits are provided to various employee categories.

I trust that this information will resolve the controversy within your office. Please contact me with any additional questions or concerns.

Rebecca A. Young, Esquire
King, Spry, Herman, Freund & Faul, LLC
One West Broad Street, Suite 700
Bethlehem, PA 18018
(610) 332-0390 x 211
ryoung@kingspry.com

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From: Brown, Charles (OOR) [<mailto:charlebrow@pa.gov>]
Sent: Wednesday, November 20, 2013 10:57 AM
To: Rebecca Young
Subject: Edgell v. Pennridge School District OOR Dkt. AP 2013-1242

Hi Rebecca,

I represent the Office of Open Records and you recently informed our Chief Counsel that your client, the Pennridge School District, would not be providing any additional records to Scott Edgell as a result of our final determination in Docket No. AP 2013-1242. It is our position, that your client has not complied with our final determination and we will be bringing an action to enforce our order. Kindly, let us know if you will accept service on your client's behalf. Thanks.

Charles



Charles Rees Brown

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Name	Current Job Class Code	Current Job Class Title	Annual Salary	FICA	W/C	Life	Retirement	Total
ABISSI, MARIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
ADAMS, ALYSON	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
ADAMS, LISA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
ALBRIGHT, EDWIN	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
ALBRIGHT, MELISSA	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
ALBURGER, BRIAN	Ath	ATHLETIC TRAINER	\$41205.00	3152.18	263.30	70.80	6976.01	\$51667.29
ALDERFER, PATRICIA	NUT	NUTRITIONAL SERVICES	\$14444.00	1104.97	92.30	0.00	2445.37	\$18086.63
ALDERFER, SONDRRA	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
ALLARD, GEORGINA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
ALLEN, ANDREW	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
ALLEN, DAVID	TEA	TEACHER	\$64797.00	4956.97	414.05	84.96	10970.13	\$81223.12
AMARY, LISA	TEA	TEACHER	\$38533.43	4477.81	374.03	84.96	9909.71	\$73379.94
ANDERSON, KRISTIE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
ANDROKITES, ALLEN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
ANGELI, KELLY	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
ANGELONE, CONSIGLIA	CUS	CUSTODIAN	\$46541.52	3560.43	297.40	70.80	7879.48	\$58349.63
ANGELONE, ELIO	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
ANTON, JODI	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
ANTON, TONIANN	NUT	NUTRITIONAL SERVICES	\$5622.12	430.09	35.93	0.00	951.82	\$7039.96
ANTONUCCI, JUDY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
APPLE, JOANN	TEA	TEACHER	\$48387.00	3701.61	309.19	84.96	8191.92	\$60674.68
ARCADE, LYN	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
ARMBRUST, CHERYL	ADM	ADMINISTRATOR	\$60900.00	4658.85	389.15	70.80	10310.37	\$76329.17
ARNOLD, MATTHEW	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
ASHWORTH, MARYLOU	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
ASPIN, JOAN	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
ATHERHOLT, GARY	TEA	TEACHER	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
AUCHENBACH, JENNIFER	MAN	MAINTENANCE	\$48530.25	3712.56	310.11	84.96	8216.17	\$60854.05
AUGUSTINE, RHONDA	TEA	TEACHER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
BABB, DAVID	BUS	BUS DRIVER	\$67599.00	5171.32	431.96	70.80	11444.51	\$84717.59
BACH, TOSHUA	ADR	ATHLETIC DIRECTOR	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BACHER, BRIAN	TEA	TEACHER	\$64707.00	4950.09	413.48	84.96	10954.90	\$81110.42
BAKER, PATRICIA	TEA	TEACHER	\$73498.00	5622.60	469.65	84.96	12443.21	\$92118.42
BAKER, SARAH	ADM	ADMINISTRATOR	\$112675.00	8619.64	719.99	319.10	19075.88	\$141409.60
BALANT, CLAUDIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BANNON, ROSE	NUT	NUTRITIONAL SERVICES	\$9244.16	707.18	59.07	0.00	1565.04	\$11575.44

BARANOSKI, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
BARKE, MARY	BAD	BUS AIDE	\$20379.84	1559.06	130.23	0.00	3450.31	\$25519.43
BARNDT, BEIH	SEC	SECRETARY	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42
BARNDT, JOYCE	NUT	NUTRITIONAL SERVICES	\$6246.80	477.88	39.92	0.00	1057.58	\$7822.18
BARNDT, RICHARD	MAT	ATHLETIC MAINTENANCE	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
BARNES, DOLORES	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
BARNES, SUSAN	NUT	NUTRITIONAL SERVICES	\$6892.84	522.71	43.66	0.00	1156.80	\$8556.01
BARRY, JUSTIN	NIEA	NEW TEACHER	\$64707.00	4950.09	413.48	70.80	10954.90	\$81096.26
BARTHOLOMEW, JOANNA	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
BASHAM, ELLEN	NUT	NUTRITIONAL SERVICES	\$12710.72	972.37	81.22	0.00	2151.92	\$15916.24
BASHR, FAISAL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
BASKIN, LAUREN	LTS	LONG TERM SUBSTITUTE	\$39032.80	2986.01	249.42	70.80	6608.25	\$48947.28
BAUGHMAN, FRANCES	ADM	ADMINISTRATOR	\$48898.00	3740.70	312.46	70.80	8278.43	\$61300.39
BEACH, LINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BECK, DESTINY	TEA	TEACHER	\$47959.00	3668.86	306.46	84.96	8119.46	\$60138.74
BEDFORD, TAMARA	NIEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
BEDICS, DENISE	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
BEHLING, MARSHA	BUS	BUS DRIVER	\$27261.90	2085.54	174.20	0.00	4615.44	\$34137.08
BEHRENS, DEAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BEIDEMAN, BERNADETTE	NUT	NUTRITIONAL SERVICES	\$5856.72	448.04	37.42	0.00	991.54	\$7333.73
BELJAN, JACQUELINE	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
BELL, CHRISTY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
BELLIS, BRITNEY	TEA	TEACHER	\$53263.00	4074.62	340.35	84.96	9017.43	\$66780.36
BENDER, ELIZABETH	BAD	BUS AIDE	\$18400.00	1407.60	117.58	0.00	3115.12	\$23040.30
BENSON, GREGORY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BENSTEAD, SUSAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BERGEY, JAMES	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
BERGEY, LORI	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
BERRET, DANIEL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
BERZINS-MURRAY, DAGNIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BESCH, DAVID	BUS	BUS DRIVER	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
BEST, SHARON	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
BIBIC, ANNETTE	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
BIBIC, MICHAEL	BUS	BUS DRIVER	\$27261.90	2085.54	174.20	0.00	4615.44	\$34137.08
BIBLHEIMER, YESENIA	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
BICKEL, LINDSAY	TEA	TEACHER	\$41591.00	3181.71	265.77	84.96	7041.36	\$52164.79
BINDER, KATHLEEN	NUT	NUTRITIONAL SERVICES	\$16744.00	1280.92	106.99	0.00	2834.76	\$20966.67

BINGLER, BETH	TEA	TEACHER	\$61955.00	4739.56	395.89	84.96	10488.98	\$77664.39
BISHOP, CHRISTINE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BISHOP, L.	CAM	CAFETERIA - MAINTENANCE	\$43680.96	3341.59	279.12	70.80	7395.19	\$54767.66
BISSEY, DEBRA	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
BLIGH-FARRELL, SHARON	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
BLOUNT, TRACEY	ASA	AIDE SPECIAL ASSIGNMENT	\$19924.38	1524.22	127.32	70.80	3373.20	\$25019.91
BOBSEIN, VICTORIA	CLK	900 HR CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
BOEHNER, SHANNON	TEA	TEACHER	\$56007.00	4284.54	357.88	84.96	9481.99	\$70216.37
BOGEN, CHRISTOPHER	MAT	ATHLETIC MAINTENANCE	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
BOLTON, B	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
BONNEM, ADRIENNE	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
BORCHI, FELICIA	AIC	TEACHING AIDE - CLASSROOM	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
BORTREE, RONALD	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
BOSLER, JAMISON	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BOVARD, BRUCE	ADM	ADMINISTRATOR	\$142956.00	10936.13	913.49	354.00	24202.45	\$179362.07
BOVARD, BRUCE	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
BOVARD, BRUCE	TSA	TSA STIPEND	\$3000.00	229.50	19.17	0.00	507.90	\$3756.57
BOWERS, SUSAN	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
BRADLEY, DEBORAH	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
BRADY, DEBORAH	ADM	ADMINISTRATOR	\$122473.00	9369.18	782.60	346.84	20734.68	\$153706.31
BRADY, DEBORAH	TSA	TSA STIPEND	\$1000.00	76.50	6.39	0.00	169.30	\$1252.19
BRADY, SUSAN	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
BRANNICK, MICHAEL	TEA	TEACHER	\$94433.00	7224.12	603.43	84.96	15987.51	\$118333.02
BREITINGER, REGINA	CLK	900 HR CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
BRENNAN, AMY	TEA	TEACHER	\$58185.06	4451.16	371.80	84.96	9850.73	\$72943.71
BRIGANTI, MICHAEL	JIT	INSTR TECHNOLOGY TECH	\$40000.00	3060.00	255.60	70.80	6772.00	\$50158.40
BRITTAIN, JENNIFER	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BROCKMAN, CHRISTOPHER	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
BROWN, CHRISTOPHER	TEA	TEACHER	\$70596.00	5400.59	451.11	84.96	11951.90	\$88484.57
BROWN, DAVID	LTS	LONG TERM SUBSTITUTE	\$15915.00	1217.50	101.70	70.80	2694.41	\$19999.40
BROWN, ESTHER	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
BROWN, JESSICA	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
BROWN, KAREN	NTEA	NEW TEACHER	\$50385.00	3854.45	321.96	70.80	8530.18	\$63162.39
BROWN, KAREN	NUT	NUTRITIONAL SERVICES	\$4818.96	368.65	30.79	0.00	815.85	\$6034.25
BROWN, KEVIN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
BRUN, KATHLEEN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
BRYAN, DENISE	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14

BRYAN, PAMELA	BUS	BUS DRIVER	\$18174.60	1390.36	116.14	0.00	3076.96	\$22758.05
BRZOZA, GEORGIANNA	CMS	CAFE MANAGER SECONDARY	\$26553.00	2031.30	169.67	70.80	4495.42	\$33320.20
BUEHNER, FELIX	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
BURBANO, MATTHEW	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
BURGY, CHARLES	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
BURKART, DAWN	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
BURKE, SEAN	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
BUSCH, TIMOTHY	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
BUSH, ELAINE	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
BUTLER, JENNIFER	TEA	TEACHER	\$89133.50	6818.71	569.56	84.96	15090.30	\$111697.04
BUTZ, HERBERT	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
CALDWELL, JAMIE	NTEA	NEW TEACHER	\$39436.00	3016.85	252.00	70.80	6676.51	\$49452.16
CALPIN, JAMES	MIT	INSTR TECHNOLOGY TECH	\$55000.00	4207.50	351.45	70.80	9311.50	\$68941.25
CAMPOLE, DONNA	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
CANNON, KATHLEEN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
CAPALDI, ROBERTA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
CAPRIOLI, LAUREN	TEA	TEACHER	\$79432.00	6076.55	507.57	84.96	13447.84	\$99548.92
CARDACIN, MELINDA	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
CARNAHAN, MELISSA	TEA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
CARROLL, JUDITH	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
CARTWRIGHT, MELISSA	TEA	TEACHER	\$58104.24	4444.97	371.29	84.96	9837.05	\$72842.51
CARY, JEFFREY	TEA	TEACHER	\$91778.00	7021.02	586.46	84.96	15538.02	\$115008.45
CASBAR, KATHLEEN	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
CASSEL, DONNA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
CAVANAUGH, SHERIDAN	NUT	NUTRITIONAL SERVICES	\$8088.64	618.78	51.69	0.00	1369.41	\$10128.51
CENEVIVA, AMY	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
CHERNOBYL, MICHELLE	TEA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
CHELBUS, PAMELA	TEA	TEACHER	\$80645.00	6169.34	515.32	84.96	13653.20	\$101067.82
CHILDS, TRACY	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
CHIRJANO, GREGORY	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
CHON, MARY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
CHRISTINA, LUCY	AIC	TEACHING AIDE - CLASSROOM	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
CHRISTOFF, BRITTANY	TEA	TEACHER	\$41591.00	3181.71	265.77	84.96	7041.36	\$52164.79
CICALL, ANNETTE	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
CLANTON, AMANDA	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
CLARK, DAVID	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
CLEMENS, EVANGELINE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10

CLEMENS, TRACY	TEA	TEACHER	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
CLEMMER, CLAUDIA	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
CLUCK, ROBERT	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
COHEN, STEPHANIE	NUT	NUTRITIONAL SERVICES	\$7139.20	546.15	45.62	0.00	1208.67	\$8939.63
COLE, MATTHEW	ADQ	ADMINISTRATION 10.5 MONTH	\$11869.00	8557.98	714.84	316.81	18939.42	\$140398.06
COLE, MATTHEW	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
COLE, MATTHEW	TSA	TSA STIPEND	\$1000.00	76.50	6.39	0.00	169.30	\$1252.19
COLEMAN, DIANA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
COLL, AUDREY	TEA	TEACHER	\$74165.88	5673.69	473.92	84.96	12556.28	\$92954.73
CONFER, CAROLYN	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
CONLEY, JERRI	CMS	CAFE MANAGER SECONDARY	\$26553.00	2031.30	169.67	46.02	4495.42	\$33295.42
CONOLLY, JAMES	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
CONWELL, JAMES	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
COOK, TUNIS	MAN	MAINTENANCE	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
COOPER, KIMBERLY	AJD	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
CORCORAN, MAUREEN	ASP	AIDE SPECIAL ASSIGN PT	\$12783.96	977.97	81.69	0.00	2164.32	\$16007.95
CORDELL, CHRISTINE	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
CORTAZZO, PETER	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
COSTIGAN, DONNA	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
COTNER-DAVIS DEBORAH	ADM	ADMINISTRATOR	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
COTNER-DAVIS, DEBORAH	TSA	TSA STIPEND	\$1600.00	122.40	10.22	0.00	270.88	\$2003.50
COITTE, AMY	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
CRAVEN, HOLLY	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
CREEDEN, THOMAS	ADM	ADMINISTRATOR	\$134668.00	10302.10	860.53	354.00	22799.29	\$168983.92
CREEDEN, THOMAS	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
CREEDEN, THOMAS	TSA	TSA STIPEND	\$1800.00	137.70	11.50	0.00	304.74	\$2253.94
CRESSMAN, JANET	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
CRISTOFORO, SUZANNE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
CROISSETTE, CATHY	CSP	CUSTODIAN PART-TIME	\$17081.64	1306.75	109.15	0.00	2891.92	\$21389.46
CROISSETTE, CATHY	NUT	NUTRITIONAL SERVICES	\$5368.66	410.70	34.31	0.00	908.91	\$6722.58
CRON, ANITA	ADM	ADMINISTRATOR	\$5563.00	425.57	35.55	0.00	941.82	\$6965.93
CRON, ANITA	CON	CONFIDENTIAL SECRETARY	\$58154.00	4448.78	371.60	70.80	9845.47	\$72890.66
CROOKE, CODY	TEA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
CSONDOR, JENNIFER	NUT	NUTRITIONAL SERVICES	\$6452.88	493.65	41.23	0.00	1092.47	\$8080.23
CUSH, CATHERINE	CLK	900 HR CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
CYNAIKO, NICOLAS	CUS	CUSTODIAN	\$46541.52	3560.43	297.40	70.80	7879.48	\$58349.63
CZAPLICKI, HILARY	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52

CZARNECKI, LISA	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	Q.00	2442.25	\$18063.59
DAGER, GEORGE	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
D'ANGELO, LORI	TEA	TEACHER	\$61895.00	4734.97	395.51	84.96	10478.82	\$77589.26
DANIELS, PAUL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
D'APRILE, ROXANE	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
DAVIDOCK, SHARON	NAS	NURSING ASSISTANT	\$28218.03	2158.68	180.31	70.80	4777.32	\$35405.16
DAVIS, BRIAN	MEC	MECHANIC	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
DAVIS, JANET	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DAVY, JESSIE	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
DEACETS, THEA	TEA	TEACHER	\$79717.00	6098.35	509.39	84.96	13496.09	\$99905.79
DEAN, AUDRA	NUT	NUTRITIONAL SERVICES	\$19616.24	1500.64	125.35	0.00	3321.03	\$24563.26
DEBONA, GINA	ADM	ADMINISTRATOR	\$121138.00	9267.06	774.07	343.06	20508.66	\$152030.86
DEISHER, DIANE	TEA	TEACHER	\$57828.00	4423.84	369.52	84.96	9790.28	\$72496.60
DEITZ, ELIZABETH	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DELANEY, MARYLU	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DELANEY, SANDRA	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
DELLAMONICA, NICOLE	NTEA	NEW TEACHER	\$45400.00	3473.10	290.11	70.80	7686.22	\$56920.23
DELP, JULIA	TEA	TEACHER	\$28326.87	2167.01	181.01	84.96	4795.74	\$35555.58
DEMICHELE, STACEY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DEMURAT, TARA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DENI, AMANDA	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
DEOSE, TIMOTHY	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
DEPAOLO, DOMINIC	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
DEPEPE, KARIN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DERSTINE, JULIE	NAS	NURSING ASSISTANT	\$28218.03	2158.68	180.31	70.80	4777.32	\$35405.16
DETOUZOS, MICHAEL	TEA	TEACHER	\$33263.00	4074.62	340.35	84.96	9017.43	\$66780.36
DESTEFANO, KIMBERLY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DETWILER, BETH	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
DETWILER, CYNTHIA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
DETWILER, KRISTIN	NUT	NUTRITIONAL SERVICES	\$6344.78	485.38	40.54	0.00	1074.17	\$7944.87
DETWILER, SANDRA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
DETWILER, SHERI	TEA	TEACHER	\$33799.55	2585.67	215.98	84.96	5722.26	\$42408.42
DEUSCHLE, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
DIBBLE, BERYL	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
DICKINSON, DANIELLE	ITT	INSTR TECHNOLOGY TECH	\$38000.00	2907.00	242.82	70.80	6433.40	\$47654.02
DIEHL, RONALD	CUS	CUSTODIAN	\$57085.92	4367.07	364.78	70.80	9664.65	\$71553.22
DIETRICH, HAROLD	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78

DIGLIO, DAVID	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
DILLINGHAM, LEE	ADM	ADMINISTRATOR	\$102919.00	7873.30	657.65	291.47	17424.19	\$129165.61
DIPAULO, MIA	ADM	ADMINISTRATOR	\$115125.00	8807.06	735.65	326.03	19490.66	\$144484.41
DOEBLER, RONITA	NUT	NUTRITIONAL SERVICES	\$5996.10	458.70	38.32	0.00	1015.14	\$7508.26
DOMINIC, JUDIITH	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
DONAFUE, PATRICIA	LCK	LIBRARY CLERK	\$11199.16	856.74	71.56	0.00	1896.02	\$14023.48
DONALDSON, GLENN	ADQ	ADMINISTRATION 10.5 MONTH	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
DONALDSON, GLENN	TSA	TSA STIPEND	\$1700.00	130.05	10.86	0.00	287.81	\$2128.72
DONATO, CHRISTINA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DONNELLY, CYNTHIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DOS SANTOS, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
DRABICK, LUCINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
DRAGO, ANDREW	TEA	TEACHER	\$61895.00	4734.97	395.51	84.96	10478.82	\$77589.26
DRAPER, LAUREN	TEA	TEACHER	\$32263.00	4074.62	340.35	84.96	9017.43	\$66780.36
DRUGOTCH, PAMELA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
DUBIN, JEFFREY	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
DUCEY, JANE	SEQ	SECRETARY 10.5 MONTH	\$24253.50	1855.39	154.98	0.00	4106.12	\$30369.99
DUE, CHELSEA	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
DUFFEY, LISA	TEA	TEACHER	\$49433.40	3781.66	315.88	84.96	8369.07	\$61984.97
DUKE, CARL	IMEC	MECHANIC	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
DUKE, CAROL	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
DUNN, KATHRYN	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
DYER, CHRISTOPHER	TEA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
DYER, JENNIFER	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
EBERHARDT, PATRICIA	NUT	NUTRITIONAL SERVICES	\$7374.72	564.17	47.12	0.00	1248.54	\$9234.55
EDWARDS, JONATHAN	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
EGAN, VIRGINIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
EHRMANN, KENNETH	LTS	LONG TERM SUBSTITUTE	\$41167.00	3149.28	263.06	70.80	6969.57	\$51619.71
ELSTER, PAULETTE	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
ENGLAND, RENEE	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
FENNIS, STEVEN	MAN	MAINTENANCE	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
ERNST, TODD	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
ESCUERO, LAURA	LTS	LONG TERM SUBSTITUTE	\$14335.80	1096.69	91.61	70.80	2427.05	\$18021.95
ESPPOSITO, MARY FRANC	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
EYERS, CHERYL	ASA	AIDE SPECIAL ASSIGNMENT	\$8539.02	653.24	54.56	70.80	1445.66	\$10763.28
EYRE, LINDA	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
FADULE, SUSAN	BAD	BUS AIDE	\$24625.64	1883.86	157.36	0.00	4169.12	\$30835.98

FARRELL, CONSTANCE	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
FELDMAN, ALIZA	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
FENERTY, JUSTINE	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
FERRIER, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
FERRY, JOSEPH	ADM	ADMINISTRATOR	\$40201.00	3075.38	256.88	70.80	6806.03	\$50410.09
FINLEY, PATRICIA	TEA	TEACHER	\$79432.00	6076.55	507.57	84.96	13447.84	\$99548.92
FISHER, SUSAN	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
FISSEL, DEAN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
FITZ, JOYCE	CLK	900 HR CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
FITZGEORGE, JOHN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
FITZROY, PAMELA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
FLANAGAN, FRANK	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
FLUCK, MICHELLE	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
FORLIANO, LAUREN	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
FORREST, KAREN	TEA	TEACHER	\$84839.00	6490.18	542.12	84.96	14363.24	\$106319.51
FOBENNER, CINDY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
FOSTER, JUSTINE	TEA	TEACHER	\$79432.00	6076.55	507.57	84.96	13447.84	\$99548.92
FOX, KEVIN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
FRABLE, DANA	NUT	NUTRITIONAL SERVICES	\$4818.96	368.65	30.79	0.00	815.85	\$6034.25
FRABLE, HEATHER	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
FRANKENFELD, KATHLEEN	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
FRANKO, ALICE	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
FREED, CONNIE	LCK	LIBRARY CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
FREED, CONNIE	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
FREED, WENDY	TEA	TEACHER	\$84839.00	6490.18	542.12	84.96	14363.24	\$106319.51
FRFY, FAYE	TEA	TEACHER	\$85839.00	6566.68	548.51	84.96	14532.54	\$107571.70
FRIEDMAN, JEREMY	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
FRY, DONALD	SEO	SECURITY OFFICERS	\$29255.00	2238.01	186.94	70.80	4952.87	\$36703.62
FRYFE, R. SCOTT	BUS	BUS DRIVER	\$18574.80	1420.97	118.69	0.00	3144.71	\$23259.18
FULLER, DONNA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
FURLONG, DEBRA	NUT	NUTRITIONAL SERVICES	\$9821.92	751.38	62.76	0.00	1662.85	\$12298.91
FUSCO, SHARON	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
GABLE, SUSAN	AIC	TEACHING AIDE - CLASSROOM	\$20635.97	1578.65	131.86	0.00	3493.67	\$25840.16
GALL, ELIZABETH	TEA	TEACHER	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
GALLAGHER, LISA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GALLUPPI, BARBARA	LCK	LIBRARY CLERK	\$17758.67	1358.54	113.48	0.00	3006.54	\$22237.23
GANNON, MARIA	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98

GARGES, AUDREY	CME	CAFE MANAGER ELEMENTARY	\$24779.00	1895.59	158.34	70.80	4195.08	\$31098.82
GARITY, THOMAS	BUS	BUS DRIVER	\$23537.28	1800.60	150.40	0.00	3984.86	\$29473.15
GARLAND, PATRICIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GARNS, KIMBERLY	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
GARRETT, DERETHA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
GARRISON, MICHAEL	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
GASPER, CRYSTAL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GAUGLER, NANCY	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
GEHRING, JEAN	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
GEIGER, LEANN	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
GERHART, DONNA	BUS	BUS DRIVER	\$21203.70	1622.08	135.49	0.00	3589.79	\$26551.06
GERTH, RICHARD	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
GHALL, HEATHER	NUT	NUTRITIONAL SERVICES	\$6452.88	493.65	41.23	0.00	1092.47	\$8080.23
GIARRATANA, GINA	ADM	ADMINISTRATOR	\$75276.00	5758.61	481.01	213.18	12744.23	\$94473.04
GIBSON, BONNIE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GIERINGER, DAVID	CUS	CUSTODIAN	\$57085.92	4367.07	364.78	70.80	9664.65	\$71553.22
GILBERT, JANET	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
GILLESPIE, TRACY	TEA	TEACHER	\$47506.00	3634.21	303.56	84.96	8042.77	\$59571.50
GILLIGAN, JOSEPHINE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
GIORDANO, DIANE	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
GITLIN, LINDA	NUT	NUTRITIONAL SERVICES	\$6933.12	530.38	44.30	0.00	1173.78	\$8681.58
GIULIANA, KIMBERLY	TEA	TEACHER	\$73498.00	5622.60	469.65	84.96	12443.21	\$92118.42
GLAHN-RYAN, KATHRYN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GLENN, MARIAN	TEA	TEACHER	\$70532.00	5395.70	450.70	84.96	11941.07	\$88404.43
GODSHALL, HANNAH	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
GODSHALL, LARA	TEA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
GOLDKAMP, JENNY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
GOLEBIWSKI, DEBRA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
GOMBAR, ROBERT	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
GONET, FAITH	SEC	SECRETARY	\$37734.34	2886.68	241.12	70.80	6388.42	\$47321.36
GOODRICH, LEANNA	TEA	TEACHER	\$73121.50	5593.79	467.25	84.96	12379.47	\$91646.97
GORBULSKY, EMILIA	ADM	ADMINISTRATOR	\$92250.00	7057.13	589.48	177.00	15617.93	\$115691.53
GORDIENKO, NICOLE	TEA	TEACHER	\$42564.00	3256.15	271.98	84.96	7206.09	\$53383.18
GORMAN, DEVIN	TEA	TEACHER	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
GRANITE, KRISTA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GRASMEDER, JOAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GRAY, SARA	TEA	TEACHER	\$76727.00	5869.62	490.29	84.96	12989.88	\$96161.74

GREENBLATH, SHERRY	TEA	TEACHER	\$53263.00	4074.62	340.35	84.96	9017.43	\$66780.36
PRICE, KARA	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
TRUFFIN, MALINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GRIFFITHS, RYAN	ADM	ADMINISTRATOR	\$29568.00	2261.95	188.94	70.80	5005.86	\$37095.55
GROFF JILL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
GROFF, WILLIAM	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
GROLLER, JON	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
GROSELLA, MICHELE	NUT	NUTRITIONAL SERVICES	\$5531.04	423.12	35.34	0.00	936.41	\$6925.91
GROSS, BARRY	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
GROSS, DESIRBE	BUS	BUS DRIVER	\$21203.70	1622.08	135.49	0.00	3589.79	\$26551.06
GUAGNO, ANN	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
GUNTHER, TODD	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3991.67	\$29079.73
GURYSH, CARA	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
GUTEKUNST, LEEISA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
HABERLE, LEBANN	TEA	TEACHER	\$66247.50	5067.93	423.32	84.96	11215.70	\$83039.42
HACKMAN, LOIS	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
HAFETZ, ARLEEN	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
HAGER, LYNNE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HAGERTY, FELICIA	TEA	TEACHER	\$15183.68	1161.55	97.02	0.00	2570.60	\$19012.85
HAGEY, DENISE	CSP	CUSTODIAN PART-TIME	\$23170.93	1772.58	148.06	0.00	3922.84	\$29014.41
HAIRE TRUESDELL, DEBRA	BAD	TEACHING AIDE - CLASSROOM	\$19530.68	1494.10	124.80	0.00	3306.54	\$24456.12
HALDEMAN, KATHERINE	TEA	TEACHER	\$24954.60	1909.03	159.46	84.96	4224.81	\$31332.86
HANDSCHUMACHER, ANGEL	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
HANEY, MARIE	ASP	AIDE SPECIAL ASSIGN PT	\$22371.93	1711.45	142.96	0.00	3787.57	\$28013.91
HANUS, KATHLEEN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HARRIS, KEVIN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HARRISON, CHRISTINE	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
HARTMAN, KEVIN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
HASSLER, GREG	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
HAUCK, DEBORAH	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
HAUSLEIN, CHRISTINE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HAYES, CYNTHIA	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
HAYES, PHYLLIS	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HEATH, TARA	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
HEAVENS, MEREDITH	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
HEDRICK, MERCEDES	BUS	BUS DRIVER	\$16717.32	1278.87	106.82	0.00	2830.24	\$20933.26
HEGEN, SCOTT	ADM	ADMINISTRATOR	\$108413.00	8293.59	692.76	307.03	18354.32	\$136060.70

HEIMBACH, SHIRLEY	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
HEINER, EDWARD	TEA	TEACHER	\$61895.00	4734.97	395.51	84.96	10478.82	\$77589.26
HELLMANN, LORI	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
HENDRICKS, SHARON	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HENRYSEN, ERIK	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
HENS, LAURIE	LCK	LIBRARY CLERK	\$13598.98	1040.32	86.90	0.00	2302.31	\$17028.51
HERRMANN, LISA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
HERSH, LISA	TEA	TEACHER	\$33767.05	2583.18	215.77	84.96	5716.76	\$42367.72
HERSTINE, CAROL	TEA	TEACHER	\$80655.00	6170.11	515.39	84.96	13654.89	\$101080.34
HERTZOG, KATHLEEN	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
HESS, AMY	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
HESS, DARREN	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
HICKEY, KEVIN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HIGHSMITH, JANE	TEA	TEACHER	\$70596.00	5400.59	451.11	84.96	11951.90	\$88484.57
HILL, BRENDA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
HILL, CHRISTINE	TEA	TEACHER	\$57828.00	4423.84	369.52	84.96	9790.28	\$72496.60
HILBORN, BARRY	BUS	BUS DRIVER	\$21203.70	1622.08	135.49	0.00	3589.79	\$26551.06
HILTON, JANET	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
HILTON, ROSANNA	TEA	TEACHER	\$40910.71	3129.67	261.42	84.96	6926.18	\$51312.94
HINKLE, BONNIE	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
HIPPAUF, SANDI	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
HISSIM, SHARI	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
HOATH, WILLIAM	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
HOCHULI, LAURA	TEA	TEACHER	\$53263.00	4074.62	340.35	84.96	9017.43	\$66780.36
HOCKEL, LAUREN	TEA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
HOCKENBERRY, JILL	NUT	NUTRITIONAL SERVICES	\$9679.32	740.47	61.85	0.00	1638.71	\$12120.35
HOFFMAN, AMY	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
HOFFMAN, RACHEL	NTEA	NEW TEACHER	\$43024.00	3291.34	274.92	70.80	7283.96	\$53945.02
HOGAN, MICHELLE	NUT	NUTRITIONAL SERVICES	\$7000.28	535.52	44.73	0.00	1185.15	\$8765.68
HOLLENBACH, JEFFREY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HOLTZ, DIANE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
HOOSE, H	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
HOOSE, RUTH ANN	BUS	BUS DRIVER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
HOOVER, MARC	CUS	CUSTODIAN 3RD SHIFT	\$37882.80	2898.03	242.07	70.80	6413.56	\$47507.26
HOPPER, VIVIANE	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
HORNER, WILLIAM	BUS	BUS DRIVER	\$27261.90	2085.54	174.20	0.00	4615.44	\$34137.08
HORNING, SANDRA	NUT	NUTRITIONAL SERVICES	\$14705.28	1124.95	93.97	0.00	2489.60	\$18413.80

HOUGH, MARIA	BUS	BUS DRIVER	\$21203.70	1622.08	135.49	0.00	3589.79	\$26551.06
HOWERTON, HEATHER	TEA	TEACHER	\$88500.00	6770.25	565.52	84.96	14983.05	\$110903.78
HULSHIZER, TINA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
HURLBRINK, CAROL	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
HUTCHISON, KURT	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
HUTTANUS, MELISSA	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
IMHOF, CONNIE	BUS	BUS DRIVER	\$30291.00	2317.26	193.56	0.00	5128.27	\$97930.09
JULIANO, MARGARET	TEA	TEACHER	\$80645.00	6169.34	515.32	84.96	13653.20	\$101067.82
JACKSON, ULYSSES	BUS	BUS DRIVER	\$16717.32	1278.87	106.82	0.00	2830.24	\$20933.26
JACOBS, BROOKE	TEA	TEACHER	\$56095.00	4291.27	358.45	84.96	9496.88	\$70326.56
JACOBSON, NORI	APT	TEACHERS AIDE SP ED PT	\$14231.70	1088.73	90.94	0.00	2409.43	\$17820.79
JACOBY, JEFFREY	CSP	CUSTODIAN PART-TIME	\$15183.68	1161.55	97.02	0.00	2570.60	\$19012.85
JAMES, ROBERT	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
JANUZZI, DEANNA	TEA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
JARDINE, LAUREN	TEA	TEACHER	\$26095.34	1996.29	166.75	84.96	4417.94	\$32761.28
JARRELL, REBECCA	ASA	AIDE SPECIAL ASSIGNMENT	\$17577.95	1344.71	112.32	70.80	2975.95	\$22081.73
JARRETT, LEANNE	CLK	900 HR CLERK	\$12834.00	981.80	82.01	0.00	2172.80	\$16070.61
JERROM, KYLE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
JOHNSON, AMY	LTS	LONG TERM SUBSTITUTE	\$33340.45	2550.54	213.05	70.80	5644.54	\$41819.38
JOHNSON, EDWARD	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
JOHNSON, KATHY	ADM	ADMINISTRATOR	\$139189.00	10647.96	889.42	354.00	23564.70	\$174645.07
JOHNSON, KATHY	TSA	TSA STIPEND	\$3000.00	229.50	19.17	0.00	507.90	\$3756.57
JOHNSTON, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
JONES, GISELE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
JONES, KENDALL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
JONES, MARGARET	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
JONES, MARIE	AIC	TEACHING AIDE - CLASSROOM	\$23969.93	1833.70	153.17	70.80	4058.11	\$30085.71
JORDAN, JAYME	NUT	NUTRITIONAL SERVICES	\$5012.16	383.43	32.03	0.00	848.56	\$6276.18
JOYCE, RICHARD	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
JUTRAS, JARED	CSP	CUSTODIAN PART-TIME	\$15183.68	1161.55	97.02	0.00	2570.60	\$19012.85
JUTRAS, PAUL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
KACERGIS, PATRICIA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
KALAMS, MARY	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
KAMOWSKI-GRIGSBY, CINDY	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
KANE, ROZALIND	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
KANTNER, DEBORAH	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
KARASINSKI, NORMA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71

KARMOKOLIAS, STEPHANIE	LTS	LONG TERM SUBSTITUTE	\$39032.80	2986.01	249.42	70.80	6608.25	\$48947.28
KEDDIE, PAMELA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
KEELER, PATTI	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
KENNEL, KATHY	LTS	LONG TERM SUBSTITUTE	\$47021.72	3597.16	300.47	70.80	7960.78	\$58950.93
KEYSER, DONNA	NUT	NUTRITIONAL SERVICES	\$5242.16	401.03	33.50	0.00	887.50	\$6564.18
KING, DIANE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KING, ROBERT	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
KIRSCHMAN, MICHAEL	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
KISH, ROBERT	ADM	ADMINISTRATOR	\$172015.00	13159.15	1099.18	187.61	29122.14	\$215583.08
KISH, ROBERT	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
KISH, ROBERT	TSA	TSA STIPEND	\$8800.00	673.20	56.23	0.00	1489.84	\$11019.27
KISSEL, KATHY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
KITA, KELLIE	TEA	TEACHER	\$64776.00	4955.36	413.92	84.96	10966.58	\$81196.82
KLEMMER, STACI	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
KLUCK, LUCINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KLUGE, KATIE	TEA	TEACHER	\$35861.63	2743.41	229.16	84.96	6071.37	\$44990.53
KMETZ, BETTY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KNAPP, CINDY	CLK	900 HR CLERK	\$12834.00	981.80	82.01	0.00	2172.80	\$16070.61
KNIFE, KIMBERLY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KNIFE, MARIANNE	TEA	TEACHER	\$78910.40	6036.65	504.24	84.96	13359.53	\$98895.77
KNOTT, PATRICIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KNOUSE, DIANE	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
KNOUSE, JAMIE	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
KOEHLER, MATTHEW	TEA	TEACHER	\$41591.00	3181.71	265.77	84.96	7041.36	\$52164.79
KOMASZ, KARA	NUT	NUTRITIONAL SERVICES	\$4818.96	368.65	30.79	0.00	815.85	\$6034.25
KOSTISHON, MARJORIE	TEA	TEACHER	\$85839.00	6566.68	548.51	84.96	14532.54	\$107571.70
KRACHT, PATRICIA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
KRATZ, AMY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KREBS, GLORIA	BUS	BUS DRIVER	\$27261.90	2085.54	174.20	0.00	4615.44	\$34137.08
KREFT, PAMELA	TEA	TEACHER	\$76727.00	5869.62	490.29	84.96	12989.88	\$96161.74
KREIDER, NICOLE	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
KRICK, KENNETH	CUS	CUSTODIAN	\$57085.92	4367.07	364.78	70.80	9664.65	\$71553.22
KREBEL, KIMBERLY	CON	CONFIDENTIAL SECRETARY	\$52026.00	3979.99	332.45	70.80	8808.00	\$65217.24
KROT, JANE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
KUCHER, KATE	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
KUHNS, MICHAEL	TEA	TEACHER	\$88085.00	6738.50	562.86	84.96	14912.79	\$110384.12
KULESZA, JOAN	ADM	ADMINISTRATOR	\$109632.00	8386.85	700.55	310.48	18560.70	\$137590.57

KULK, HEIDI	TBA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
KUNAKORN, MELISSA	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
KUNTZ, CHRISTI	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
LABB, LYNN	NUT	NUTRITIONAL SERVICES	\$8924.00	682.69	57.02	0.00	1510.83	\$11174.54
LABOSKI, DAVID	ADM	ADMINISTRATOR	\$108413.00	8293.59	692.76	307.03	18354.32	\$136060.70
LABS, LISA	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
LAIACONA, BRIAN	TEA	TEACHER	\$64707.00	4950.09	413.48	84.96	10954.90	\$81110.42
LAINHART, CHARLES	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$1233598.48
LAIRD, HERB	BUS	BUS DRIVER	\$25075.98	1918.31	160.24	0.00	4245.36	\$31399.89
LAMBERT, MARIHA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
LANDES, CHERIE	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
LANDES, CINDA	BAD	BUS AIDE	\$13855.20	1059.92	88.53	0.00	2345.69	\$17349.34
LANDIS, JOHN	MAT	ATHLETIC MAINTENANCE	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
LANDIS, ROBIN	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
LANGENSTEIN, SUSAN	NUT	NUTRITIONAL SERVICES	\$16325.40	1248.89	104.32	0.00	2763.89	\$20442.50
LARSON, ALEXANDRIA	LTS	LONG TERM SUBSTITUTE	\$39436.00	3016.85	252.00	70.80	6676.51	\$49452.16
LASWELL, SHARI	CLK	900 HR CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
LAWSON, LORETTA	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
LEAR, SHIRLEY	CSP	CUSTODIAN PART-TIME	\$15183.68	1161.55	97.02	0.00	2570.60	\$19012.85
LEATHERMAN, CHRISTINE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$1233598.48
LEATHERMAN, DENISE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$1233598.48
LEATHERMAN, NANCY	CLK	900 HR CLERK	\$12834.00	981.80	82.01	0.00	2172.80	\$16070.61
LEATHERMAN, WENDY	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
LEIB, LYNDIA	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
LEISTER, TERRY	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
Lennon, Kimberly	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
Lennon, Susan	TBA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$1233598.48
LESZYNSKI, NANCY	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
LEWIS, CYNTHIA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$5212.14
LEWIS, LISA	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
LEYDEN, KAREN	CME	CAFE MANAGER ELEMENTARY	\$24779.00	1895.59	158.34	70.80	4195.08	\$31098.82
LIBOR, KELLY	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
LICHTENWALNER, JOANN	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
LILL, KELLY	TEA	TEACHER	\$57828.00	4423.84	369.52	84.96	9790.28	\$72496.60
LILLEY, JENNA	TEA	TEACHER	\$41591.00	3181.71	265.77	84.96	7041.36	\$52164.79
LINCK, TERESA	TEA	TEACHER	\$81068.00	6201.70	518.02	84.96	13724.81	\$101597.50
LIONETTI, CHRISTINE	AIC	TEACHING AIDE - CLASSROOM	\$14381.96	1100.22	91.90	0.00	2434.87	\$18008.95

LOEB, JOAN	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
LOEFFLER, BARBARA	CMS	CAFE MANAGER SECONDARY	\$32790.00	2508.44	209.53	70.80	5551.35	\$41130.11
LOEFFLER, JEFFREY	ADM	ADMINISTRATOR	\$93147.00	7125.75	595.21	177.00	15769.79	\$116814.74
LOFLAND, MICHAEL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
LOGAN, KEVIN	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
LONDON, EMILY	TEA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
LONG, DEBRA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
LORISH, CHERYL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
LUCAS, JESSICA	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
LUCCI, ADRIENNE	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
LUDLOW, MARK	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
LUPINACCI, DANA	TEA	TEACHER	\$57828.00	4423.84	369.52	84.96	9790.28	\$72496.60
LUTTNER, BERNADETTE	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
LYON, MICHELLE	ASP	AIDE SPECIAL ASSIGNPT	\$22371.93	1711.45	142.96	0.00	3787.57	\$28013.91
LYONS, DANIELLE	CAT	CLERK - ATTENDANCE	\$11550.60	893.62	73.81	70.80	1955.52	\$14534.35
MACBAIN, STEPHANIE	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
MADERIC, LISA	TEA	TEACHER	\$88085.00	6738.50	562.86	84.96	14912.79	\$110384.12
MAHANEY, AMANDA	TEA	TEACHER	\$60096.93	4597.42	384.02	84.96	10174.41	\$75337.73
MAHONEY, KRISTA	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
MALATESTA, JAMES	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
MALONE, ROBERT	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
MANDOLINI, JENNA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
MANG, WENDY	NUT	NUTRITIONAL SERVICES	\$6452.88	493.65	41.23	0.00	1092.47	\$8080.23
MARCANELLO, EILEEN	NUT	NUTRITIONAL SERVICES	\$9803.52	749.97	62.64	0.00	1659.74	\$12275.87
MARCHESE, NICOLE	TEA	TEACHER	\$67654.00	5175.53	432.31	84.96	11453.82	\$84800.62
MARDROSAN, SARAH	TEA	TEACHER	\$64776.00	4955.36	413.92	84.96	10966.58	\$81196.82
MARKLOFF, LORI	CME	CAFE MANAGER ELEMNTARY	\$24779.00	1895.59	158.34	70.80	4195.08	\$31098.82
MARTIN, JOSEPH	BUS	BUS DRIVER	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
MARTIN, NANCY	TEA	TEACHER	\$84839.00	6490.18	542.12	84.96	14363.24	\$106319.51
MARTIN, PRISCILLA	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
MARTIN, ROBIN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MARX, LINDA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
MASER, FREDERICK	MAN	MAINTENANCE	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
MASTERS, RACHAEL	ASA	AIDE SPECIAL ASSIGNMENT	\$19924.38	1524.22	127.32	70.80	3373.20	\$25019.91
MATTES, LOUISE	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
MATZ, JOHN	BUS	BUS DRIVER	\$19503.54	1492.02	124.63	0.00	3301.95	\$24422.14
MATZ, MARIANNE	SBC	SECRETARY	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42

MAY, JENNIFER	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
MAYHEW, JILL	NUT	NUTRITIONAL SERVICES	\$6832.84	522.71	43.66	0.00	1156.80	\$8556.01
MCALLISTER, FELICIA	ADM	ADMINISTRATOR	\$126185.00	9653.15	806.32	354.00	21363.12	\$158361.60
MCALLISTER, FELICIA	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
MCALLISTER, FELICIA	TSA	TSA STIPEND	\$1000.00	76.50	6.39	0.00	169.30	\$1252.19
MCCANN, TIMOTHY	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
MCCARTHY, COLIN	ASA	AIDE SPECIAL ASSIGNMENT	\$17939.88	1372.40	114.64	70.80	3037.22	\$22534.94
MCCOLGAN, DEBRA	APT	TEACHERS AIDE SP ED PT	\$15979.95	1222.47	102.11	0.00	2705.41	\$20009.93
MCCORMICK, KAATHERINE	TBA	TEACHER	\$44246.00	3384.82	282.73	84.96	7490.85	\$55489.36
MCCORMICK, MELINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MCGEE, DONNA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
MCGINITY, SUSAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MCINTYRE, JAMES	BUS	BUS DRIVER	\$28271.60	2162.78	180.66	0.00	4786.38	\$35401.41
MCINTYRE, WILLIAM	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
MCKENZIE, JILL	TEA	TEACHER	\$64707.00	4950.09	413.48	84.96	10954.90	\$81110.42
MCMENAMIN, JEAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MECLEARY, ANN	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
MEDL, MEGAN	NUT	NUTRITIONAL SERVICES	\$4984.56	381.32	31.85	0.00	843.89	\$6241.62
METZLER, BARBARA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
MEYTLER, FREDERICK	BUS	BUS DRIVER	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
MICHAEL, CAROL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MICHALIK, CYNTHIA	BUS	BUS DRIVER	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
MIGNOGNA, MICHAEL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MILKOWICH, GERALDINE	NUT	NUTRITIONAL SERVICES	\$15456.00	1182.38	98.76	0.00	2616.70	\$19353.85
MILLER, DIANE	ADM	ADMINISTRATOR	\$85000.00	6502.50	543.15	70.80	14390.50	\$106506.95
MILLER, JULIE	TEA	TEACHER	\$75003.50	5737.77	479.27	84.96	12698.09	\$94003.59
MILLER, MARIA	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
MILLER, ROBERT	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MILLER, SANDRA	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
MILLER, SUZANNE	NUT	NUTRITIONAL SERVICES	\$7374.72	564.17	47.12	0.00	1248.54	\$9234.55
MILTON, JOYCE	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
MINNION, DEBORAH	SEC	SECRETARY	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42
MOFFETT, MARY ANN	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
MOISTER, SUSAN	ASA	AIDE SPECIAL ASSIGNMENT	\$24422.58	1868.33	156.06	70.80	4134.74	\$30652.51
MOLL, JOANNE	NAS	NURSING ASSISTANT	\$28218.05	2158.68	180.31	70.80	4777.32	\$35405.16
MOORE, ANDREA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
MOORE, JOHN	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41

MOORE, TABITHA	BUS	BUS DRIVER	\$16717.32	1278.87	106.82	0.00	2830.24	\$20933.26
MOOS, SARAH	IEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
MORGAN, NICOLE	IEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
MORRIS, MARK	IEA	TEACHER	\$76727.00	5869.62	490.29	84.96	12989.88	\$96161.74
MORRISON, KELLY	IEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
MOSHER, JENNIFER	LTS	LONG TERM SUBSTITUTE	\$46974.72	3593.57	300.17	70.80	7952.82	\$58892.07
MOSSER, STEVEN	IEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
MOWRER BENDA, SUSAN	ADM	ADMINISTRATOR	\$122473.00	9369.18	782.60	346.84	20734.68	\$153706.31
MOWRER BENDA, SUSAN	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
MOWRER BENDA, SUSAN	TSA	TSA STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
MOYER, ANNMARIE	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
MOYER, CYNTHIA	IEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
MOYER, LOUISE	CMB	CAFE MANAGER ELEMENTARY	\$24779.00	1895.59	158.34	70.80	4195.08	\$31098.82
MUENKER, DONALD	ADM	ADMINISTRATOR	\$122473.00	9369.18	782.60	346.84	20734.68	\$153706.31
MUENKER, DONALD	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
MUENKER, DONALD	TSA	TSA STIPEND	\$1800.00	137.70	11.50	0.00	304.74	\$2253.94
MULLOY, KIM	IEA	TEACHER	\$53263.00	4074.62	340.35	84.96	9017.43	\$66780.36
MURPHY, ROBIN	IEA	TEACHER	\$64797.00	4956.97	414.05	84.96	10970.13	\$81223.12
MURPHY, TYLER	IEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
MUTH, STEPHEN	IEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
MYERS, BRENDA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
MYERS, JEAN	NUT	NUTRITIONAL SERVICES	\$14812.00	1133.12	94.65	0.00	2507.67	\$18547.44
MYERS, LISA	NUT	NUTRITIONAL SERVICES	\$4692.00	358.94	29.98	0.00	794.36	\$5875.28
MYERS, LORI	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
MYERS, TRACEE	IEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
NACE, KAREN	IEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
NAPOLITANO, CAROLE	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
NASH, STEPHANIE	IEA	TEACHER	\$81068.00	6201.70	518.02	84.96	13724.81	\$101597.50
NAUDASHER, JOANNE	IEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
NAUDASHER, MEGHAN	ASA	AIDE SPECIAL ASSIGNMENT	\$14231.70	1088.73	90.94	70.80	2409.43	\$17891.59
NAUGLE, CATHERINE	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
NEEDS, ANNETTE	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
NEIDERT, BEVERLY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
NEMCEK, BARBARA	IEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
NEMETH-GIOTTI, JUDY	IEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
NEUMAN, CHRISTOPHER	LTS	LONG TERM SUBSTITUTE	\$41167.00	3149.28	263.06	70.80	6969.57	\$51619.71
NEWBY, ELAINE	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72

NICE, ANGELA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
NICOLO, BONITA	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
NINES, RITA	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
NOBLE, THERESSA	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
NOLAN, LINDA	TEA	TEACHER	\$64774.00	4955.21	413.91	84.96	10966.24	\$81194.32
NOLL, STEFANIE	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
NORMAN-PETERSEN, LORRIE	TEA	TEACHER	\$93385.00	7143.95	596.73	84.96	15810.08	\$117020.72
NOVAK, NOBL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
NOVAK, RAYMOND	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
NUNEVILER, THOMAS	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
O'BOYLE, MICHAEL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
OCKERSHAUSEN, JENNA	LTS	LONG TERM SUBSTITUTE	\$41166.80	3149.26	263.06	70.80	6969.54	\$51619.46
OERTEL, RICHARD	CSP	CUSTODIAN PART-TIME	\$15183.68	1161.55	97.02	0.00	2570.60	\$19012.85
OERTEL, TARA	BUS	BUS DRIVER	\$20194.00	1544.84	129.04	0.00	3418.84	\$25286.72
OLSEN, JANE	TEA	TEACHER	\$79432.00	6076.55	507.57	84.96	13447.84	\$99548.92
OLTMAN, DEBRA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
OSMUN, MELISSA	TEA	TEACHER	\$70596.00	5400.59	451.11	84.96	11951.90	\$88484.57
O'SULLIVAN, SHANNON	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
OSWALD, PEGGY	BUS	BUS DRIVER	\$30291.00	2317.26	193.56	0.00	5128.27	\$37930.09
OTT, RAYMOND	ADM	ADMINISTRATOR	\$112930.00	8639.15	721.62	319.82	19119.05	\$141729.63
OTT, RAYMOND	TSA	TSA STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
OTTO, KRISTIN	TEA	TEACHER	\$44849.00	3430.95	286.59	84.96	7592.94	\$56244.43
OVERBY, MARY	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
OWENS, ROSS	TEA	TEACHER	\$58816.00	4499.42	375.83	84.96	9957.55	\$73733.77
PANGILINAN, SARAH	NTEA	NEW TEACHER	\$53263.00	4074.62	340.35	70.80	9017.43	\$66766.20
PAONE, CAROL	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
PAPPAS, KRISTA	TEA	TEACHER	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
PARKER, MONIKA	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
PARKES, SHARON	TEA	TEACHER	\$83658.00	6399.84	534.57	84.96	14163.30	\$104840.67
PARKINSON, KELJINA	BUS	BUS DRIVER	\$20432.28	1563.07	130.56	0.00	3459.19	\$25585.10
PASQUALE, HEIDI	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
PATTON, RAYMOND	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
PAUL, CINDY	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
PAVONE, SAMANTIHA	AIC	TEACHING AIDE - CLASSROOM	\$1924.38	1524.22	127.32	0.00	3373.20	\$24949.11
PEARL, SUSAN	BUS	BUS DRIVER	\$20194.00	1544.84	129.04	0.00	3418.84	\$25286.72
PEARSON, JANE	NUT	NUTRITIONAL SERVICES	\$4818.96	368.65	30.79	0.00	815.85	\$6034.25
PENISTON, DONNA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87

PENJUKE, MARY	TEA	TEACHER	\$59263.00	4074.62	340.35	84.96	9017.43	\$66780.36
PENNEBACKER, JENNIFER	LTS	LONG TERM SUBSTITUTE	\$21329.44	1631.70	136.30	70.80	3611.07	\$26779.31
PENNYACKER, BRITTA	TEA	TEACHER	\$59182.80	4527.48	378.18	84.96	10019.65	\$74193.07
PENTO, LORRAINE	CON	CONFIDENTIAL SECRETARY	\$52696.00	4031.24	336.73	70.80	8921.43	\$66056.20
PERRINE, KEVIN	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
PETRAK, LYNN	NUT	NUTRITIONAL SERVICES	\$5847.52	447.34	37.37	0.00	989.99	\$7322.21
PHILLIPS, JANE	TEA	TEACHER	\$98698.00	7545.81	630.30	84.96	16699.41	\$123598.48
PHILLIPS, LORI	TEA	TEACHER	\$53205.00	4070.18	339.98	84.96	9007.61	\$66707.73
PHILLIPS, ROBERT	ADM	ADMINISTRATOR	\$130154.00	9956.78	831.68	354.00	22035.07	\$163331.54
PHILLIPS, ROBERT	PHD	DOCTORIAL STIPEND	\$1500.00	114.75	9.59	0.00	253.95	\$1878.29
PHY, RICHARD	TSA	TSA STIPEND	\$3000.00	229.50	19.17	0.00	507.90	\$3756.57
PICCARL, SUSAN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
PIETSCH, MIA	TEA	TEACHER	\$47216.50	3612.06	301.71	84.96	7993.75	\$59208.99
PIVNICHNY, DANA	ADM	ADMINISTRATOR	\$107394.00	8215.64	686.25	304.14	18181.80	\$134781.83
PLAWA, JASON	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
PLETZ, MARIE	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
PLUMLEY, ANDREA	TEA	TEACHER	\$80645.00	6169.34	515.32	84.96	13653.20	\$101067.82
POLACHEK, PEGGY	AID	TEACHERS AIDE SPECIAL ED	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
POLE, JENNIFER	ASA	AIDE SPECIAL ASSIGNMENT	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
POLINCHOCK, JENNIFER	ADM	ADMINISTRATOR	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
POLINCHOCK, JENNIFER	TSA	TSA STIPEND	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
POLLOCK, HOLLY	TEA	TEACHER	\$1200.00	91.80	7.67	0.00	203.16	\$1502.63
POMPEO, DANYA	AID	TEACHERS AIDE SPECIAL ED	\$83658.00	6399.84	534.57	84.96	14163.30	\$104840.67
POOL, GREGORY	BUS	BUS DRIVER	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
PORTUGUEZ, ELIZABETH	TEA	TEACHER	\$17646.06	1349.92	112.76	0.00	2987.48	\$22096.22
POTTER, DIANA	BUS	BUS DRIVER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
POTLYCKI, CHRISTINA	TEA	TEACHER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
PRATT, NICOLE	TEA	TEACHER	\$68758.79	5260.05	439.37	84.96	11640.86	\$86184.03
PRITZ, JEAN	ASA	AIDE SPECIAL ASSIGNMENT	\$45925.75	3513.32	293.47	84.96	7775.23	\$57592.72
PROCTOR, DAVID	CUS	CUSTODIAN	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
PULSFORT, RACHAEL	TEA	TEACHER	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
PURSELL, KIMBERLY	TEA	TEACHER	\$41019.06	3137.96	262.11	84.96	6944.53	\$51448.62
PURSEL, LORI	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
QUIRING, DARLENE	BAD	BUS AIDE	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
RABENDA, DARCY	TEA	TEACHER	\$21229.00	1624.02	135.65	0.00	3594.07	\$26582.74
RADA, MARLA	NUT	NUTRITIONAL SERVICES	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
			\$8088.64	618.78	51.69	0.00	1369.41	\$10128.51

RAFFERTY, COLLEEN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
RAHS, ALLISON	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
RAIMO, CATHERINE	TEA	TEACHER	\$85839.00	6566.68	548.51	84.96	14532.54	\$107571.70
RAMER HUNTER, LYDIA	NTEA	NEW TEACHER	\$38440.17	2940.67	245.63	70.80	6507.92	\$48205.20
RAMER, JO-ANN	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
RANDAZZO, ASHLEY	LTS	LONG TERM SUBSTITUTE	\$36286.20	2775.89	231.87	70.80	6143.25	\$45508.02
RANKIN, DEANNE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
RAPP, LINDSEY	LTS	LONG TERM SUBSTITUTE	\$41379.00	3165.49	264.41	70.80	7005.46	\$51885.17
RAPP, WILLIAM	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
RAUGHLEY, JENNIFER	TEA	TEACHER	\$89133.50	6818.71	569.56	84.96	15090.30	\$111697.04
RAWA, JANICE	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
RAY, NICOLE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
READING, BERNADETTE	NUT	NUTRITIONAL SERVICES	\$5856.72	448.04	37.42	0.00	991.54	\$7333.73
REARDON, GERALDINE	BUS	BUS DRIVER	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
RECH, KEVIN	NUT	NUTRITIONAL SERVICES	\$6246.80	477.88	39.92	0.00	1057.58	\$7822.18
REED, KAREN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
REESE, JESSICA	LTS	LONG TERM SUBSTITUTE	\$11883.20	909.06	75.93	70.80	2011.83	\$14950.82
REESE, KIMBERLY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
REICHERT, ERIN	TEA	TEACHER	\$61895.00	4734.97	395.51	84.96	10478.82	\$77589.26
REIGLE, RONALD	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
REIL, LAURA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
REIM, MEGAN	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
RENDLER, KIMBERLY	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
RENDLER, ROBERT	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
RENNER, DUANE	ADM	ADMINISTRATOR	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
RENNER, DUANE	TSA	TSA STIPEND	\$1000.00	76.50	6.39	0.00	169.30	\$1252.19
RENSHAW, SUMMER	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
RESSLER, CAROL	TEA	TEACHER	\$88500.00	6770.25	565.52	84.96	14983.05	\$110903.78
REUTLINGER, KATHLEEN	TEA	TEACHER	\$86669.50	6630.22	553.82	84.96	14673.15	\$108611.64
REYNOLDS, KENNETH	BUS	BUS DRIVER	\$22289.76	1705.17	142.43	0.00	3773.66	\$27911.01
RHYNE, TERESA	TEA	TEACHER	\$80645.00	6169.34	515.32	84.96	13653.20	\$101067.82
RUSSELLER, TAMMY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
RIST, DARL	MBC	MECHANIC	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
RITCHIE, PIERRETTE	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
ROBERTS, BRUCE	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
ROBERTS, KIMBERLY	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
ROBINSON, SUSAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48

SARIBGO, ANGELA	TEA	TEACHER	\$45400.00	3473.10	290.11	84.96	7686.22	\$56934.39
SATTELE, KELLY	ASP	AIDE SPECIAL ASSIGN PT	\$22371.93	1711.45	142.96	0.00	3787.57	\$28013.91
SCAFURO, FRANK	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SCANLON, ELIZABETH	BUS	BUS DRIVER	\$23223.10	1776.57	148.40	0.00	3931.67	\$29079.73
SCANLON, LEE ANN	TEA	TEACHER	\$70532.00	5395.70	450.70	84.96	11941.07	\$88404.43
SCARPANTONIO, RAY	ADM	ADMINISTRATOR	\$122975.00	9407.59	785.81	348.27	20819.67	\$154336.33
SCARPANTONIO, RAY	TSA	TSA STIPEND	\$3000.00	229.50	19.17	0.00	507.90	\$3756.57
SCHALICH, JULI	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
SCHECHTER, SUZANNE	SEC	SECRETARY	\$37834.56	2894.34	241.76	70.80	6405.39	\$47446.86
SCHEP, STEVEN	MAN	MAINTENANCE	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
SCHEPIS, DONNA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
SCHEPIS, RICHARD	NTEA	NEW TEACHER	\$41591.00	3181.71	265.77	70.80	7041.36	\$52150.63
SCHILLO, KELLEY	NUT	NUTRITIONAL SERVICES	\$5177.76	396.10	33.09	0.00	876.59	\$6483.54
SCHMELL, CAROL	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
SCHMELL, SHERRI	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
SCHOONOVER, NICHOLAS	ADM	ADMINISTRATOR	\$112930.00	8639.15	721.62	319.82	19119.05	\$141729.63
SCHOONOVER, NICHOLAS	TSA	TSA STIPEND	\$1800.00	137.70	11.50	0.00	304.74	\$2253.94
SCHROY, YOLANDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SCHULER, AMY	LIF	LIFEGUARD	\$28387.00	2171.61	181.39	70.80	4805.92	\$35616.72
SCHULER, JACQUELINE	CON	CONFIDENTIAL SECRETARY	\$52914.00	4047.92	338.12	70.80	8958.34	\$66329.18
SCHULER, TRACI	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
SCHULTZ, DEBORAH	NUT	NUTRITIONAL SERVICES	\$7100.56	543.19	45.37	0.00	1202.12	\$8891.25
SCHUSTER, BARBARA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
SCHUSTER, JUDITH	TEA	TEACHER	\$67654.00	5175.53	432.31	84.96	11453.82	\$84800.62
SCOCCHI, CRISTINA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
SCOTCHLAS, ANDREA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
SCOTT, ELAINE	TEA	TEACHER	\$80655.00	6170.11	515.39	84.96	13654.89	\$101080.34
SEACHRIST, LINDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SEADER, ANDREW	NTEA	NEW TEACHER	\$79717.00	6098.35	509.39	70.80	13496.09	\$99891.63
SEAGREAVES, SUSAN	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
SECRETO, ANTHONY	ADM	ADMINISTRATOR	\$59364.00	4541.35	379.34	177.00	10050.33	\$74512.01
SEIDER, CHRISTOPHER	TEA	TEACHER	\$84839.00	6490.18	542.12	84.96	14363.24	\$106319.51
SERFASS, SARAH	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
SESTITO, LINDA	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
SEVENSKI, NANCY	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
SHAFFER, CYNTHIA	TEA	TEACHER	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
SHAW, CHAD	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22

SHEAFFER, KATHLEEN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SHEMA, LISA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
SHOEMAKER, JAMI	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
SHORT, BETHANY	NUT	NUTRITIONAL SERVICES	\$5768.40	441.28	36.86	0.00	976.59	\$7223.13
SHORT, JOANN	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
SHORT, VICTORIA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SICA, ERIN	LSS	LONG TERM SUPPORT STAFF	\$13211.39	1010.67	84.42	70.80	2236.69	\$16613.97
SIGGINS, DANA	TEA	TEACHER	\$70532.00	972.37	81.22	0.00	2151.92	\$15916.24
SILBER, ROBERT	TEA	NUTRITIONAL SERVICES	\$12710.72	1883.86	157.36	0.00	4169.12	\$30835.98
SILFIES, DENISE	NUT	BUS AIDE	\$24625.64	4178.59	349.04	70.80	9247.52	\$68468.02
SILVA-BURKE, GUSTINE	BAD	MAINTENANCE	\$54622.08	3236.49	270.34	84.96	7162.58	\$53061.36
SILVESTRI, PAUL	MAN	TEACHER	\$42307.00	5400.59	451.11	84.96	11951.90	\$88484.57
SIMKINS, MATTHEW	TEA	TEACHER	\$70596.00	1103.56	92.18	0.00	2442.25	\$18063.59
SIMMONS, ROBERTA	TEA	TEACHER	\$14425.60	1772.58	148.06	70.80	3922.84	\$29085.21
SIMS, BRENDA	CLK	900 HR CLERK	\$23170.93	7545.81	630.30	84.96	16699.41	\$123598.48
SINE, MELISSA	AID	TEACHERS AIDE SPECIAL ED	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SINES, CHARLES	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SINGLEY, KIRSTEN	TEA	TEACHER	\$19530.68	1494.10	124.80	0.00	3306.54	\$24456.12
SIRIANNI, ROSEMARY	BAD	BUS AIDE	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
SKILTON, JANICE	SEC	SECRETARY	\$89133.50	6818.71	569.56	84.96	15090.30	\$111697.04
SKOGEN, CHRISTINE	TEA	TEACHER	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
SLEMMER, DEBORAH	AID	TEACHERS AIDE SPECIAL ED	\$5191.56	397.15	33.17	0.00	878.93	\$6500.82
SLICK, FLORENCE	NUT	NUTRITIONAL SERVICES	\$26553.00	2031.30	169.67	70.80	4495.42	\$33320.20
SMITH, ADELE	CMS	CAFE MANAGER SECONDARY	\$19503.54	1492.02	124.63	0.00	3301.95	\$24422.14
SMITH, LEWIS	BUS	BUS DRIVER	\$42584.94	3257.75	272.12	70.80	7209.63	\$53395.24
SMITH, MARY	LTS	LONG TERM SUBSTITUTE	\$122318.00	9357.33	781.61	346.40	20708.44	\$153511.78
SMITH, MATTHEW	ADM	ADMINISTRATOR	\$3000.00	229.50	19.17	0.00	507.90	\$3756.57
SMITH, MATTHEW	TSA	TSA STIPEND	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
SMITH, PAUL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
SMITH, RYAN	CU3	CUSTODIAN 3RD SHIFT	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SMITH, STEVEN	TEA	TEACHER	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
SMOLENSKI, RICHARD	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
SMOOT, NANCY	BUS	BUS DRIVER	\$0.00	0.00	0.00	70.80	0.00	\$70.80
SMUTNIK, ANDREW	MBC	MECHANIC	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
SNYDER, JILLIAN	ASA	AIDE SPECIAL ASSIGNMENT	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42
SNYDER, LINDA	SEC	SECRETARY	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
SNYDER, NANCY	BUS	BUS DRIVER						

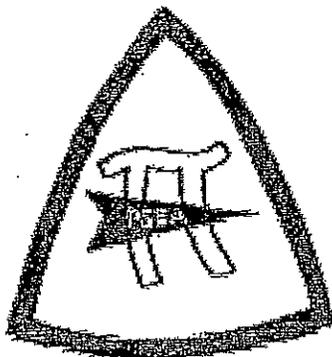
SNYDER, ROBERT	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
SNYDER, WILLIAM	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
SODERBERG, BETHANN	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
SOLT, JAN	ADM	ADMINISTRATOR	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
SOLT, JAN	TSA	TSA STIPEND	\$1100.00	84.15	7.03	0.00	186.23	\$1377.41
SOWERS, D.	CUS	CUSTODIAN 3RD SHIFT	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
SPALLONE, BRENDA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
SPARLING, BRITTANY	ASP	AIDE SPECIAL ASSIGN PT	\$12783.96	977.97	81.69	0.00	2164.32	\$16007.95
SPINA, MARK	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SPOSATO, MICHAEL	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
SQUILLACE, SHERI	ASA	AIDE SPECIAL ASSIGNMENT	\$19924.38	1524.22	127.32	70.80	3373.20	\$25019.91
STANELL, BETH	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
STANKOSKI, NICOLE	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
STANZIOLA, NICOLE	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
STEICH, JENNIFER	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
STEICH, ZACHARIAH	MAN	MAINTENANCE	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
STERLING, KAREN	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
STEWART, JANEITE	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
STINER, GLADYS	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
STOKES, EMILY	TEA	TEACHER	\$45400.00	3473.10	290.11	84.96	7686.22	\$56934.39
STOKES, MARQUISE	LTS	LONG TERM SUBSTITUTE	\$41166.80	3149.26	263.06	70.80	6969.54	\$51619.46
STOREY, DEANA	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
STRAUCH, JUNE	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
STRAUSBAUGH, RONALD	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
STRAWSER, KYLE	CUS	CUSTODIAN	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
STRAWSER, LANCE	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
STRAWSER, LORN	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
STURZA, LYNLY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SUDAC, CRAIG	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
SUDER, CINDY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
SUKALY, GEORGE	TEA	TEACHER	\$67655.00	5175.61	432.32	84.96	11453.99	\$84801.87
SULAT, JOYCE	SEC	SECRETARY	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42
SVANSON, CHRISTINE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
SWANSON, KRISTEN	TEA	TEACHER	\$84839.00	6490.18	542.12	84.96	14363.24	\$106319.51
SWARTLEY, DARLENE	LCK	LIBRARY CLERK	\$15998.80	1223.91	102.23	0.00	2708.60	\$20033.54
SWHET, MARIA	TEA	TEACHER	\$73542.00	5625.96	469.93	84.96	12450.66	\$92173.52
SWOPE, RANDY	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48

SWOPE, WILLIAM	ADM	ADMINISTRATOR	\$52685.00	4030.40	336.66	70.80	8919.57	\$66042.43
LAM, DAVID	TEA	TEACHER	\$76727.00	5869.62	490.29	84.96	12989.88	\$96161.74
IAMBORINO, KELLY	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
TANEN, MARGARET	TEA	TEACHER	\$47959.00	3668.86	306.46	84.96	8119.46	\$60138.74
TATE, DOROTHY	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
TAYLOR, CELISE	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
TAYLOR, RONALD	ADQ	ADMINISTRATION 10.5 MONTH	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
TAYLOR, RONALD	TSA	TSA STIPEND	\$1100.00	84.15	7.03	0.00	186.23	\$1377.41
TEMPLETON, LINDA	LCK	LIBRARY CLERK	\$8863.34	678.05	56.64	0.00	1500.56	\$11098.59
TEMPLETON, LINDA	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
TENNETT, LYNDA	TEA	TEACHER	\$67698.00	5178.90	432.59	84.96	11461.27	\$84855.72
TESTA, JOSEPH	TEA	TEACHER	\$85839.00	6566.68	548.51	84.96	14532.54	\$107571.70
THOMAS, TRICIA	NTEA	NEW TEACHER	\$61762.00	4724.79	394.66	70.80	10456.31	\$77408.56
THOMPSON, RENEE	CLK	900 HR CLERK	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
THOMPSON, SANDRA	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
THREN, NICOLE	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
TIEDKEN, MISHELLE	ASA	AIDE SPECIAL ASSIGNMENT	\$40308.00	3083.56	257.57	84.96	6824.14	\$50558.23
TIRADO, DAVID	ADD	TEACHER	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
TOMES, RONALD	BUS	BUS DRIVER	\$110000.00	8415.00	702.90	311.52	18623.00	\$138052.42
TONER, DENISE	TEA	TEACHER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
TRAFIDLO, DENISE	TEA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
TRAUGER, COLLEEN	TEA	TEACHER	\$64774.00	4955.21	413.91	84.96	10966.24	\$81194.32
TROUTMAN, JILL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
TUCCI, MARIE	TEA	TEACHER	\$50385.00	3854.45	321.96	84.96	8530.18	\$63176.55
TUCKOWSKI, MARY	AID	TEACHERS AIDE SPECIAL ED	\$61955.00	4739.56	395.89	84.96	10488.98	\$77664.39
TYSON, JEFFREY	MAN	MAINTENANCE	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
UMLAND, DONNA	MAN	MAINTENANCE	\$59821.20	4576.32	382.26	70.80	10127.73	\$74978.31
UMLAND, HOWARD	BUS	BUS DRIVER	\$19530.68	1494.10	124.80	0.00	3306.54	\$24456.12
VADERS, DEBORAH	CMBE	CAFE MANAGER ELEMENTARY	\$22213.40	1699.33	141.94	0.00	3760.73	\$27815.40
VALIMONT, PETER	TEA	TEACHER	\$24779.00	1895.59	158.34	70.80	4195.08	\$31098.82
VALIMONT, SUSAN	ASA	AIDE SPECIAL ASSIGNMENT	\$64707.00	4950.09	413.48	84.96	10954.90	\$81110.42
VALLETTA, JAMES	TEA	TEACHER	\$24422.58	1868.33	156.06	70.80	4134.74	\$30652.51
VANDERWENDE, SUZANNE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
VASCONEZ, MARIANNE	CLK	900 HR CLERK	\$91162.00	6973.89	582.53	84.96	15433.73	\$114237.10
VASOLI, GIENNA	TEA	TEACHER	\$14425.60	1103.56	92.18	0.00	2442.25	\$18063.59
VAZQUEZ, NORBERTI	ASA	AIDE SPECIAL ASSIGNMENT	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
			\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71

VERESPY, STACEY	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
VEVERKA, KEITH	ADM	ADMINISTRATOR	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
VEVERKA, KEITH	TSA	TSA STIPEND	\$1100.00	84.15	7.03	0.00	186.23	\$1377.41
VILELLO, CHRISTOPHER	NTEA	NEW TEACHER	\$46500.00	3557.25	297.14	70.80	7872.45	\$58297.64
VINCENT, KENNETH	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
VINCI, JAMIE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
VOGEL, HOWARD	ADM	ADMINISTRATOR	\$111869.00	8557.98	714.84	316.81	18939.42	\$140398.06
VOGEL, HOWARD	TSA	TSA STIPEND	\$1200.00	91.80	7.67	0.00	203.16	\$1502.63
VOGEL, SALLY	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
VOGT, ANNETTE	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
VOLAK, MARGARET	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
VOLLBERG, PAUL	TEA	TEACHER	\$37834.56	2894.34	241.76	70.80	6405.39	\$47446.86
WAGENMANN, DEBORAH	SEC	SECRETARY	\$122473.00	9369.18	782.60	346.84	20734.68	\$153706.31
WAGNER, DAVID	ADM	ADMINISTRATOR	\$2800.00	214.20	17.89	0.00	474.04	\$3506.13
WAGNER, DAVID	TSA	TSA STIPEND	\$26252.20	2008.29	167.75	0.00	4444.50	\$32872.74
WAGNER, JUDIITH	BUS	BUS DRIVER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WAGNER, LISA	TEA	TEACHER	\$57085.92	4367.07	364.78	70.80	9664.65	\$71553.22
WAGNER, RANDY	CUS	CUSTODIAN	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
WAGNER, RICHARD	BUS	BUS DRIVER	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
WALL, CHRISTOPHER	CUS	CUSTODIAN	\$64797.00	4956.97	414.05	84.96	10970.13	\$81223.12
WALLACE, RYAN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WALLACE, WILLIAM	TEA	TEACHER	\$64797.00	4956.97	414.05	84.96	10970.13	\$81223.12
WALSH, KATHERINE	TEA	TEACHER	\$109632.00	8386.85	700.55	310.48	18560.70	\$137590.57
WALTER, TRACI	ADM	ADMINISTRATOR	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WALTERS, DEBRA	TEA	TEACHER	\$41927.04	3207.42	267.91	70.80	7098.25	\$52571.42
WAMPOLE, CHRISTINE	SEC	SECRETARY	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
WAMPOLE, MARVIN	CU3	CUSTODIAN 3RD SHIFT	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WARD, HENRY	TEA	TEACHER	\$64774.00	4955.21	413.91	84.96	10966.24	\$81194.32
WARMEKESSEL, SHAWN	TEA	TEACHER	\$19653.30	1503.48	125.58	0.00	3327.30	\$24609.67
WARREN, JACQUELINE	LSS	LONG TERM SUPPORT STAFF	\$10261.20	784.98	65.57	70.80	1737.22	\$12919.77
WASILEWSKI, SHANNON	LTS	LONG TERM SUBSTITUTE	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
WATTO, PHYLLIS	TEA	TEACHER	\$54622.08	4178.59	349.04	70.80	9247.52	\$68468.02
WEIKERT, PAMELA	MAI	ATHLETIC MAINTENANCE	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
WEIR, AMY	TEA	TEACHER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
WELLER, JAY	BUS	BUS DRIVER	\$61955.00	4739.56	395.89	84.96	10488.98	\$77664.39
WELSH, MELANIE	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
WELTER, AMY	TEA	TEACHER						

WERYNSKI, AMY	NUT	NUTRITIONAL SERVICES	\$5847.52	447.34	37.37	0.00	989.99	\$7322.21
WEST, JAMIE	TEA	TEACHER	\$82704.00	6326.86	528.48	84.96	14001.79	\$103646.08
WEST, WILLIAM	TEA	TEACHER	\$86994.00	6655.04	555.89	84.96	14728.08	\$109017.98
WEXLER, MARIA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
WHITE, MICHAEL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WHITE, RANDY	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
WHITE, SHARON	ADM	ADMINISTRATOR	\$47857.00	3661.06	305.81	70.80	8102.19	\$59996.86
WICKARD, EVAN	TEA	TEACHER	\$61762.00	4724.79	394.66	84.96	10456.31	\$77422.72
WIGGAND, ELIZABETH	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
WILDRICK, REBECCA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WILEY, ELIZABETH	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WILEY, MICHELLE	ADM	ADMINISTRATOR	\$120024.00	9181.84	766.95	339.91	20320.06	\$150632.76
WILLIAMS, AMANDA	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
WILLIAMS, ROBERT	CUS	CUSTODIAN	\$53870.40	4121.09	344.23	70.80	9120.26	\$67526.78
WILLIAMS, TIMOTHY	TEA	TEACHER	\$59019.00	4514.95	377.13	84.96	9991.92	\$73987.96
WILLIAMSON, KENDAL	TEA	TEACHER	\$53263.00	4074.62	340.35	84.96	9017.43	\$66780.36
WILLITS, BETHANY	TEA	TEACHER	\$61896.00	4735.04	395.52	84.96	10478.99	\$77590.51
WILLS, KEVIN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WILSON, KATHY	TEA	TEACHER	\$27680.00	2117.52	176.88	84.96	4686.22	\$34745.58
WILSON, KENT	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
WILSON, MARY ANN	NAS	NURSING ASSISTANT	\$26806.50	2050.70	171.29	70.80	4538.34	\$33637.63
WINSTANLEY, JOHN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WINTER, PATRICIA	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
WITHEROW, CHRISTINE	LCK	LIBRARY CLERK	\$8020.63	613.58	51.25	0.00	1357.89	\$10043.35
WITHEROW, CHRISTINE	PLG	PLAYGROUND AIDE	\$4048.00	309.67	25.87	0.00	685.33	\$5068.87
WIKOWSKI, LAUREN	INTEA	NEW TEACHER	\$44246.00	3384.82	282.73	70.80	7490.85	\$55475.20
WITOSLAWSKI, VERONICA	TEA	TEACHER	\$70532.00	5395.70	450.70	84.96	11941.07	\$88404.43
WITTMAN, ROBERT	CUS	CUSTODIAN 3RD SHIFT	\$43075.44	3295.27	275.25	70.80	7292.67	\$54009.44
WOLFINGER, ROBERT	MON	LUNCHROOM MONITOR	\$5060.00	387.09	32.33	0.00	856.66	\$6336.08
WOLFINGER, SUSAN	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
WOOD, LINDSAY	TEA	TEACHER	\$56140.00	4294.71	358.73	84.96	9504.50	\$70382.91
WOODMAN, ERIKA	TEA	TEACHER	\$75711.00	5791.89	483.79	84.96	12817.87	\$94889.52
WRIGHT, KAREN	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
WUERSTLE, DANA	TEA	TEACHER	\$91273.00	6982.38	583.23	84.96	15452.52	\$114376.10
WUNDER, GLENN	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WUNDSCHOCK, BRENDA	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
WYATT, THOMAS	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22

YAGLINSKI, KRISTINE	NUT	NUTRITIONAL SERVICES	\$5622.12	430.09	35.93	0.00	951.82	\$7039.96
YANNARELLA, ALEXANDRA	TEA	TEACHER	\$58996.00	4513.19	376.98	84.96	9988.02	\$73959.16
YOCHUM, VERONICA	ASA	AIDE SPECIAL ASSIGNMENT	\$22371.93	1711.45	142.96	70.80	3787.57	\$28084.71
YODER, LAURA	BUS	BUS DRIVER	\$25242.50	1931.05	161.30	0.00	4273.56	\$31608.41
YOOK, JOANNE	LCK	LIBRARY CLERK	\$8895.33	680.49	56.84	0.00	1505.98	\$11138.64
YOUNG, JEAN	TEA	TEACHER	\$61955.00	4739.56	395.89	84.96	10488.98	\$77664.39
YOUNG, KATHLEEN	AID	TEACHERS AIDE SPECIAL ED	\$25294.82	1935.05	161.63	70.80	4282.41	\$31744.72
YOUNG, KRISTIN	TEA	TEACHER	\$76487.00	5851.26	488.75	84.96	12949.25	\$95861.22
YOUNG, TIMOTHY	BUS	BUS DRIVER	\$24232.80	1853.81	154.85	0.00	4102.61	\$30344.07
YOUNG, TINA	SEC	SECRETARY	\$44035.92	3368.75	281.39	70.80	7455.28	\$55212.14
YURCHAK, STEPHEN	NTEA	NEW TEACHER	\$85839.00	6566.68	548.51	70.80	14532.54	\$107557.54
ZAJAC, THEODORE	SEO	SECURITY OFFICERS	\$32463.00	2483.42	207.44	28.32	5495.99	\$40678.16
ZAMROZ, WALTER	TEA	TEACHER	\$85839.00	6566.68	548.51	84.96	14532.54	\$107571.70
ZANINE, JILL	TEA	TEACHER	\$98638.00	7545.81	630.30	84.96	16699.41	\$123598.48
ZENZEL, CINDY	NUT	NUTRITIONAL SERVICES	\$5531.04	423.12	35.34	0.00	936.41	\$6925.91
ZIEGLER, LYNDA	AID	TEACHERS AIDE SPECIAL ED	\$23170.93	1772.58	148.06	70.80	3922.84	\$29085.21
ZIEMER, SABRINA	TEA	TEACHER	\$61895.00	4734.97	395.51	84.96	10478.82	\$77589.26
ZIMMERMAN, LAURALEE	TEA	TEACHER	\$95497.00	7305.52	610.23	84.96	16167.64	\$119665.35
ZUCCARINI, ASHLEY	LTS	LONG TERM SUBSTITUTE	\$47469.86	3631.44	303.33	70.80	8036.65	\$59512.08



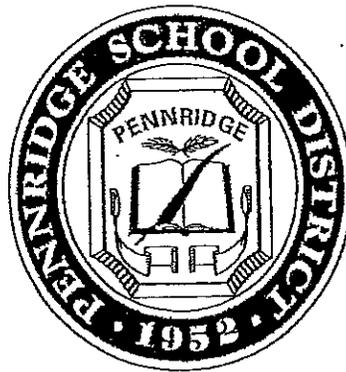
**COLLECTIVE
BARGAINING
AGREEMENT**

BETWEEN THE

Penridge Education Association

and

Penridge Board of School Directors



Penridge School District

Perkasie, Pennsylvania

July 1, 2010 to June 30, 2014

TABLE OF CONTENTS

Recognition	1
Term of Agreement	1
No Strike - - No Lock-out Provisions	1
Wage and Salary Provisions.....	1
Other Employee Benefits and Conditions of Employment.....	2
Grievance Procedure	2
Job Security and Job Progression.....	2
Other Items of Agreement.....	2
Conformity to Law – Savings Clause	3
Modification of Agreement.....	3
Effective Date and Signature	3
Appendix “A”	4
Basic Salary Schedule	4
Contracted Employees Hired with No Prior Teaching Experience.....	4
Step Placement for Individuals with Prior Teaching Experience Hired into Contract Positions.....	4
Long-Term Substitutes.....	4
Contracted Vacancies.....	5
Doctoral Reimbursement.....	6
Longevity Increments	6
Withholding Increments of the Salary Schedule.....	6
Summer School/Homebound Instruction/Curriculum/IEP Salary Schedule	6
Teaching a Sixth Section	7
Chaperone Duty.....	7
Duties	7
Open House	7
Act 48	7
Extra-Duty Pay Schedule	8
Payroll Deductions	8
Same-Day Deposit.....	9
2010-2011 Salary Schedule	10
2011-2012 Salary Schedule	11
2012-2013 Salary Schedule	12
2013-2014 Salary Schedule	13
Extra-Duty Pay Schedule (List).....	14
Appendix “B”	16
Sick Leave.....	16
Personal Leave	17
Notification of Accumulated Leave	17
Bereavement Leave.....	17
Sickness Income Benefit Plan.....	18
Sabbatical Leave	19
Childrearing Leave	22

Insurance Coverage During Leave	22
Hospitalization – Major Medical.....	23
Dental.....	23
Vision	24
Prescription.....	24
Insurance Co-Payment.....	24
Spouse-Spouse Employees	25
X-Rays and Physical Examinations	25
Flexible Spending Account Plan.....	25
Life Insurance	25
Employee Liability Insurance.....	25
Employee Assistance Program	25
Credit Reimbursement / Horizontal Salary Schedule Advancement	26
Retirement Pay.....	28
Appendix "C"	30
Grievance Procedure (Steps)	30
Appendix "D".....	32
Number of Teaching Days	32
In-Service Days	32
Length of School Day	32
Changes in Schedule.....	32
Planning Time.....	33
Rights of the Association	33
Health and Safety.....	36
Personnel Files.....	36
Seniority	36
Vacancies and Transfers	38
Guidelines for Reduction of Force.....	41
Due Process	41
Required Meetings or Representation During Disciplinary Proceedings ...	42
No Reprisals.....	42
Distribution of Agreement	43

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COLLECTIVE BARGAINING AGREEMENT

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I. RECOGNITION

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The Pennridge School Board recognizes the Pennridge Education Association as the sole and exclusive bargaining representative for classroom teachers, librarians, nurses, psychologists, guidance counselors, corrective reading and study skills teachers, dental hygienists, and other non-supervisory professional persons not management level or confidential employees, who qualify or may soon qualify for state certificates, all of whom shall be hereafter referred to interchangeably as "teachers" and/or "employees."

The Pennridge School Board acknowledges that, pursuant to the Public Employee Relations Act, the policy of the Commonwealth of Pennsylvania has been that public employees have the right to organize and choose freely their representatives and that public employers are required to negotiate and bargain with employee organizations with respect to wages and hours and other terms and conditions of employment all as set forth in said Act and to enter into written agreements evidencing the result of such bargaining and negotiations.

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II. TERM OF AGREEMENT

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The term of this Agreement shall begin on July 1, 2010 and shall continue in full force and effect until June 30, 2014. The effective date for all of the economic provisions is July 1, 2011. The effective date for the non-economic provisions is July 1, 2010.

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III. NO STRIKE-NO LOCKOUT PROVISIONS

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Both parties agree to faithfully abide by the provisions of the Pennsylvania Public Employee Relations Act. As a condition of the various provisions of this Agreement to which the parties have agreed, the bargaining agent pledges that members of the bargaining unit will not engage in a strike (as that term is defined by Acts 195 and 88) during the term of this Agreement, or any extension thereof, and the employer pledges that it will not conduct, or cause to be conducted, a lockout during the term of this Agreement, or any extension thereof.

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IV. WAGES AND SALARY PROVISIONS

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The parties agree that wages and salaries to be affected by this Agreement are accurately reflected in Appendix "A" made part of this Agreement and that the schedule of wages and salaries set forth in Appendix "A" shall be

46 the schedule which shall remain in force for the period of this Agreement.
47 For the 2010-2011 school year all salaries shall remain frozen at the 2009-
48 2010 level and there will be no step movement. Effective July 1, 2011 and
49 continuing through the term of the Agreement, salaries will increase based
50 upon the salary schedule found in Appendix A. Employees will commence
51 moving through the steps each year of the Agreement.

52
53 **V. OTHER EMPLOYEE BENEFITS AND CONDITIONS OF EMPLOYMENT**

54 The parties agree that other employee benefits to be provided under this
55 Agreement are accurately reflected in Appendix "B" attached hereto and made
56 part of this Agreement.
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59 **VI. GRIEVANCE PROCEDURE**

60 The parties agree that grievances which arise out of the interpretation of
61 this Agreement shall be resolved in accordance with the grievance
62 procedure described in Appendix "C" attached hereto and made part of this
63 Agreement.
64

65
66 **VII. JOB SECURITY AND JOB PROGRESSION**

67 The Pennsylvania School Code includes certain job security provisions,
68 certification, and other regulatory provisions associated with various
69 classes of employees. The parties hereby aver that such provisions of the
70 School Code represent their complete agreement and that said provisions
71 shall govern the manner in which the job security, job progression, and
72 reduction in force practices shall be effected with respect to members of
73 the bargaining unit.
74

75 In the event that additional provisions not inconsistent with or in conflict
76 with those enumerated in the School Code shall be agreed upon by the
77 parties with respect to job security, job progression, and reduction in force,
78 such provisions shall be made a part of Appendix "D" which shall be made
79 a part of this Agreement.
80

81
82 **VIII. OTHER ITEMS OF AGREEMENT**

83 Other items of a general nature that have been agreed to by the
84 Pennridge Education Association and the Pennridge School Board are
85 listed in Appendix "D" which shall be made a part of this Agreement.
86

87 **IX. CONFORMITY TO LAW-SAVINGS CLAUSE**

88
89 If any provision of this Agreement is or shall at any time be contrary to
90 law, then such provision shall not be applicable or performed or enforced
91 except to the extent permitted by law and any substitute action shall be
92 subject to appropriate consultation and negotiation with the Association.

93
94 In the event that any provision of this Agreement is or shall at any time be
95 contrary to law, all other provisions of this Agreement shall continue in
96 effect.

97
98 **X. MODIFICATION OF AGREEMENT**

99
100 This Agreement shall not be modified except by written amendment duly
101 ratified and agreed to by both parties, which shall be physically attached to
102 the official copies thereof.

103
104 **XI. EFFECTIVE DATE AND SIGNATURE**

105
106 This Agreement is to be effective as of the date of ratification by both
107 parties, except where otherwise specifically provided.

108
109 **IN WITNESS THEREOF**, the parties hereto have caused these presents to
110 be executed by their duly authorized officers after due and proper action
111 authorizing same, intending that both parties be legally bound hereby this
112 26th day of August, 2011.

113
114
115 **PENNRIDGE SCHOOL BOARD**

PENNRIDGE EDUCATION ASSOCIATION

116
117
118 By *Peter A. Garzell*

By *[Signature]*

119
120
121 Attest *[Signature]*

Attest *[Signature]*

APPENDIX "A"
WAGES AND SALARY PROVISIONS

122
123
124
125 **1. Basic Salary Schedule**

126
127 The Basic Salary Schedules for the years 2010-11, 2011-12, 2012-13 and
128 2013-14, as shown on Pages 10 through 13, will be in effect for all
129 members of the bargaining unit beginning with the first pay period of the
130 respective years covered by the Agreement.

131
132 **2. Contracted Employees Hired With No Prior Teaching Experience**

133
134 Employees without prior outside public or private school experience will be
135 placed by the Administration at the appropriate step within the Salary
136 Schedule. The Administration may place such newly hired employees at
137 any step up to and including Step 3 of the appropriate horizontal column.

138
139 **3. Step Placement for Individuals with Prior Teaching Experience Hired
140 Into Contract Positions**

141
142 Tenured teachers hired without prior Pennridge School District experience
143 but with prior teaching experience shall be placed on the Salary Schedule
144 in accordance with present Board policy.

145
146 **4. Long-Term Substitutes**

147
148 A. Non-tenured teachers without prior Pennridge School District
149 experience and without prior teaching experience hired as
150 long-term substitutes may be compensated at not less than ninety
151 percent (90%) of Step 1 for their first year of employment. In their
152 second year of employment, a non-tenured teacher may be
153 compensated at not less than ninety percent (90%) of Step 2 of the
154 Salary Schedule and shall thereafter continue to advance on the
155 Salary Schedule as would any other teacher and may receive a
156 minimum of ninety percent (90%) of the applicable step.

157
158 B. Non-tenured teachers with no prior Pennridge School District
159 experience but with prior public school teaching experience hired
160 as long-term substitutes may be placed on or above Step 1 of the
161 Salary Schedule and may be compensated at a minimum of ninety
162 percent (90%) of the applicable step. During their second year of
163 employment with the District and thereafter, such long-term
164 substitutes will continue to advance on the Salary Schedule as
165 would any other teacher and may receive a minimum of ninety
166 percent (90%) of the applicable step.

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- C. Tenured teachers with no prior Pennridge School District experience hired as long-term substitutes may be placed on or above Step 3 of the Salary Schedule and may be compensated at a minimum of ninety-five percent (95%) of the applicable step. During their second year of employment with the District and thereafter, such long-term substitutes will advance on the Salary Schedule as would any other teacher and may receive a minimum of ninety-five percent (95%) of the applicable step.
- D. Tenured teachers with prior Pennridge School District experience hired as long-term substitutes will be placed on the Salary Schedule in accordance with present Board policy and may be compensated at ninety-five percent (95%) of the applicable step. Such teachers will also advance on the Salary Schedule as would any other teacher and may receive a minimum of ninety-five percent (95%) of the applicable step.

5. Contracted Vacancies

- A. Whenever a contracted vacancy occurs on or after July 1, the District shall have the option of filling the vacant position with a long term substitute. The District shall have until the end of the first semester to award a contract for the vacant position. A temporary or professional employee contract awarded for these positions shall be retroactive to the start of the school year. Seniority shall be calculated according to the terms of Appendix D, Section 8 of the collective bargaining agreement between the Pennridge Education Association and the Pennridge School District and shall be retroactive to the first day of employment as a long term substitute. The first semester deadline can only be extended until the end of the second semester by mutual agreement between the Administration and the Association.
- B. Whenever a contracted vacancy occurs on or after the start of the school year, the District shall have the option of filling the vacant position with a long term substitute. The District will have ninety (90) student days from the date of hire to award a contract for the vacant position. The ninety (90) student day deadline can only be extended for one additional ninety (90) student day period by mutual agreement between the administration and the Association.
- C. All long term substitutes will be formally observed during their employment period. Where a long-term substitute has been the subject of documentation for performing duties in an unsatisfactory manner, the substitute shall be subject to an immediate dismissal of

212 duties. The Association shall be advised as to the reason(s) for any
213 dismissal and be provided documentation upon request.

214
215 **6. Doctoral Reimbursement**

216 Those professional employees who obtain an earned doctorate from an
217 approved and accredited college shall have the sum of \$1,500 added to
218 gross salary. This increase shall become a permanent part of the
219 individual's salary.
220

221
222 **7. Longevity Increments**

223 Payments of \$450 shall be made each September to employees with
224 twenty (20) to twenty-four (24) years of credited service by the District.
225 Payments of \$750 shall be made each September to employees with
226 twenty-five (25) or more years of credited service by the District.
227

228
229 **8. Withholding Increments of the Salary Schedule**

230 The salary specified in annual increments for the 2010-2011, 2011-2012,
231 2012-2013 and 2013-2014 school years is attached on Pages 10, 11, 12
232 and 13 of this Agreement. However, the Board reserves the right to
233 withhold any increment at any time an employee's work has been rated
234 unsatisfactory.
235

236
237 **9. Summer School/Homebound Instruction/Curriculum/IEP Salary**
238 **Schedule**

239 All professional employees of the Pennridge School district who teach
240 summer school, write curriculum beyond the school year, and/or attend
241 individual educational plan hearings or meetings and/or prepare
242 individual educational plans beyond the school year shall be paid as
243 follows:
244

245 Effective July 1, 2011 - \$23 per hour
246 Effective July 1, 2012 - \$24 per hour
247 Effective July 1, 2013 - \$25 per hour
248

249 All professional employees of the Pennridge School District providing
250 homebound instruction throughout the school year shall be paid as
251 follows:
252

253 Effective July 1, 2011 - \$23 per hour
254 Effective July 1, 2012 - \$24 per hour
255 Effective July 1, 2013 - \$25 per hour
256
257

258 Mileage for homebound instruction shall be paid in accordance with
259 District policy.

260
261 **10. Teaching a Sixth Section**

262 Teachers at the middle school and high school may teach a sixth section
263 of instruction for an additional stipend. The principal at the affected
264 school will select a teacher from a list of appropriately certificated
265 volunteers. Non-tenured teachers cannot be asked to teach this sixth
266 section. The sixth section must be staffed entirely by volunteers. The
267 teacher selected will be compensated in one of two methods:
268

269
270 a. A prorated stipend of \$2,500.00 per year will be given if a
271 teacher chooses to forego his/her preparation period.

272
273 b. A prorated stipend of \$1,000.00 per year will be given if the
274 teacher chooses to forego his/her duty period.

275
276 **11. Chaperone Duty**

277 In the absence of volunteers, the School District has the right to require
278 teachers to chaperone/participate in two (2) events beyond the normal
279 school day hours. This does not include events which are an outgrowth
280 of the regular school day assignments (for example, band concert, chorus
281 concert, art shows, etc.) or a paid extra duty assignment.
282

283
284 **12. Duties**

285 Teachers are not required to perform early bus or after school detention
286 duties. Teachers may volunteer for these duties.
287

288
289 **13. Open House**

290 All teachers will be required to attend one (1) Open House.
291

292
293 **14. Act 48**

294 If the School District does not provide free courses needed to satisfy Act
295 48 teacher certification for Association members who have maximum
296 eligibility on the yearly salary schedule, the School District shall
297 compensate the teacher \$180 per credit or 50% of the cost of the
298 conference needed to satisfy Act 48 teacher certification.
299

300 **15. Extra-Duty Pay Schedule**

- 301 A. The point value for extra-duty pay shall be \$110 per point. Points
302 shall be as listed on Pages 14 and 15.
- 303
- 304 B. Any coach or advisor hired prior to the 1994-95 school year will
305 continue to receive an additional five percent (5%) compensation
306 above the base salary for each five (5) years of experience in the
307 activity, up to a maximum of fifteen percent (15%) (e.g. 5 years =
308 +5%, 10 years = +10%, 15 years = +15%). Any coach or advisor
309 hired prior to the 1994-95 school year will receive an additional one
310 hundred and fifty dollars (\$150) for each additional activity which
311 he/she directs.
- 312
- 313 C. The extra-duty bonus for multiple activities and longevity bonus as
314 provided in sub-section (B) above shall be only for those coaches or
315 advisors hired prior to the 1994-95 school year. Only employees
316 who received a sub-section (B) bonus in 1993-94 who continue
317 with the same extra-duty assignment shall continue to receive
318 such bonuses. No employee will qualify for a new or enhanced
319 bonus benefit.
- 320
- 321 D. The Extra-Duty Review Committee will consider and review any
322 requests for changes, additions, or deletions to the Extra-Duty
323 Point/Pay Schedule. The Extra Duty Review Committee will review
324 the proposals of the Administration and Association during the
325 term of this Agreement. Whenever appropriate, the Committee will
326 formulate a recommendation to the Board. The Committee will
327 consist of two (2) Board Members, two (2) administrators appointed
328 by the President of the Board and three (3) Association members
329 appointed by the President of the Association.
- 330
- 331 E. The District will make every reasonable effort to accommodate
332 elementary teachers who perform extra-duty responsibilities by
333 granting release time to Head and Assistant Coaches on game days
334 only when necessary to fulfill the responsibilities of the extra-duty
335 position with the mutual understanding that a teacher's primary
336 responsibility is in the classroom.
- 337

338
339 **16. Payroll Deductions**

340 Employees may change their options for payroll deductions by notifying the
341 Business Office of the desired change in writing two (2) weeks prior to the
342 next regularly scheduled pay period. The change will be effective with the
343 next regularly scheduled pay period.
344

345 Deductions authorized by employees for Tax Sheltered Annuities will be
346 forwarded to the appropriate Tax Sheltered Annuity Company no later than
347 three (3) business days from the day the deduction is made.
348

349 **17. Same-Day Deposit**

- 350
351 A. Bargaining unit members may, at their option, have the full amount
352 of their paycheck deposited in any bank on the same day as the
353 paycheck is dated.
354
355 B. Notice of a change in a bargaining unit member's choice of same-
356 day deposit must be received, in writing, by the Business Office
357 two (2) weeks prior to the next regularly scheduled pay period.
358
359 C. The Association shall indemnify, defend, and hold the District
360 harmless against any and all claims, demands, suits, and/or other
361 forms of liability that arise on account of any dispute between the
362 Board and/or a bargaining unit member and/or a bank by reason
363 of action taken by the Board for the purpose of complying with any
364 of the provisions of this section.

PENNRIDGE EDUCATION ASSOCIATION, PSEA-NEA
SALARY SCHEDULE
2010-2011

STEP	B	B+12	B+24	M	M+12	M+24	M+30
2	\$38,755	\$39,832	\$40,908	\$46,022	\$48,713	\$50,866	\$53,019
3	\$40,873	\$41,577	\$42,281	\$46,686	\$49,427	\$52,168	\$54,909
4	\$42,327	\$43,482	\$44,616	\$49,515	\$52,287	\$55,040	\$57,801
5	\$44,263	\$45,697	\$47,131	\$52,344	\$55,127	\$57,912	\$60,696
6	\$46,180	\$48,608	\$49,555	\$55,171	\$57,978	\$60,784	\$63,590
7	\$48,096	\$50,827	\$51,980	\$58,000	\$60,827	\$63,656	\$66,486
8	\$50,012	\$53,045	\$54,405	\$60,828	\$63,679	\$66,529	\$69,378
9	\$51,929	\$55,264	\$56,830	\$63,658	\$66,530	\$69,401	\$72,273
10	\$53,846	\$57,483	\$60,886	\$66,487	\$69,380	\$72,273	\$75,167
11				\$69,315	\$72,229	\$75,145	\$78,061
12				\$74,404	\$75,403	\$78,341	\$81,277
13				\$77,657	\$79,253	\$82,214	\$85,493
14				\$80,967	\$83,375	\$86,565	\$89,698
15					\$86,973	\$90,194	\$93,849
16			\$80,133	\$85,284	\$90,572	\$93,822	\$98,000

*Step 15 is ½ of the sum of steps 14 and 16.

NOTE: B, Step 3; B+12, Step 6; B+24, Step 9 and M, Step 12 are maximum steps for these columns. Bargaining unit members who are now in these columns and are on a step beyond the maximum step for their column are "frozen" at their 2009-2010 step unless they move to another column.

**PENNRIDGE EDUCATION ASSOCIATION, PSEA-NEA
SALARY SCHEDULE
2011-2012**

STEP	B	B+12	B+24	M	M+12	M+24	M+30
2	\$38,949	\$40,031	\$41,113	\$46,252	\$48,957	\$51,120	\$53,284
3	\$41,077	\$41,785	\$42,492	\$46,919	\$49,674	\$52,429	\$55,184
4	\$42,539	\$43,699	\$44,839	\$49,763	\$52,548	\$55,315	\$58,090
5	\$44,484	\$45,925	\$47,367	\$52,606	\$55,403	\$58,202	\$60,999
6	\$46,411	\$48,851	\$49,803	\$55,447	\$58,268	\$61,088	\$63,908
7	\$48,336	\$51,081	\$52,240	\$58,290	\$61,131	\$63,974	\$66,818
8	\$50,262	\$53,310	\$54,677	\$61,132	\$63,997	\$66,862	\$69,725
9	\$52,189	\$55,540	\$57,114	\$63,976	\$66,863	\$69,748	\$72,634
10	\$54,115	\$57,770	\$61,190	\$66,819	\$69,727	\$72,634	\$75,543
11				\$69,662	\$72,590	\$75,521	\$78,451
12				\$74,776	\$75,780	\$78,733	\$81,683
13				\$78,045	\$79,649	\$82,625	\$85,920
14				\$81,372	\$83,792	\$86,998	\$90,146
15					\$87,408	\$90,645	\$94,318
16			\$80,413	\$85,582	\$90,889	\$94,150	\$98,343

NOTE: B, Step 3; B+12, Step 6; B+24, Step 9 and M, Step 12 are maximum steps for these columns. Bargaining unit members who are now in these columns and are on a step beyond the maximum step for their column are "frozen" at their 2009-2010 step unless they move to another column.

**PENNRIDGE EDUCATION ASSOCIATION, PSEA-NEA
SALARY SCHEDULE
2012-2013**

STEP	B	B+12	B+24	M	M+12	M+24	M+30
2	\$39,436	\$40,532	\$41,626	\$46,830	\$49,569	\$51,759	\$53,950
3	\$41,591	\$42,307	\$43,024	\$47,506	\$50,295	\$53,084	\$55,873
4	\$43,070	\$44,246	\$45,400	\$50,385	\$53,205	\$56,007	\$58,816
5	\$45,040	\$46,500	\$47,959	\$53,263	\$56,095	\$58,929	\$61,762
6	\$46,991	\$49,462	\$50,425	\$56,140	\$58,996	\$61,852	\$64,707
7	\$48,941	\$51,720	\$52,893	\$59,019	\$61,895	\$64,774	\$67,654
8	\$50,890	\$53,977	\$55,360	\$61,896	\$64,797	\$67,697	\$70,596
9	\$52,841	\$56,235	\$57,828	\$64,776	\$67,698	\$70,620	\$73,542
10	\$54,792	\$58,493	\$61,955	\$67,655	\$70,598	\$73,542	\$76,487
11				\$70,532	\$73,498	\$76,465	\$79,432
12				\$75,711	\$76,727	\$79,717	\$82,704
13				\$79,021	\$80,645	\$83,658	\$86,994
14				\$82,389	\$84,839	\$88,085	\$91,273
15					\$88,500	\$91,778	\$95,497
16			\$80,655	\$85,839	\$91,162	\$94,433	\$98,638

NOTE: B, Step 3; B+12, Step 6; B+24, Step 9 and M, Step 12 are maximum steps for these columns. Bargaining unit members who are now in these columns and are on a step beyond the maximum step for their column are "frozen" at their 2009-2010 step unless they move to another column.

**PENNRIDGE EDUCATION ASSOCIATION, PSEA-NEA
SALARY SCHEDULE
2013-2014**

STEP	B	B+12	B+24	M	M+12	M+24	M+30
2	\$40,027	\$41,140	\$42,251	\$47,533	\$50,312	\$52,536	\$54,759
3	\$42,215	\$42,942	\$43,669	\$48,219	\$51,049	\$53,880	\$56,711
4	\$43,716	\$44,909	\$46,081	\$51,140	\$54,003	\$56,847	\$59,698
5	\$45,716	\$47,197	\$48,678	\$54,062	\$56,937	\$59,813	\$62,688
6	\$47,696	\$50,204	\$51,182	\$56,982	\$59,881	\$62,779	\$65,677
7	\$49,675	\$52,495	\$53,686	\$59,904	\$62,824	\$65,746	\$68,668
8	\$51,654	\$54,786	\$56,191	\$62,825	\$65,769	\$68,713	\$71,655
9	\$53,634	\$57,078	\$58,695	\$65,748	\$68,714	\$71,679	\$74,645
10	\$55,614	\$59,370	\$62,885	\$68,669	\$71,657	\$74,645	\$77,634
11				\$71,590	\$74,600	\$77,612	\$80,623
12				\$76,846	\$77,878	\$80,913	\$83,945
13				\$80,206	\$81,855	\$84,913	\$88,299
14				\$83,625	\$86,112	\$89,407	\$92,642
15					\$89,828	\$93,155	\$96,930
16			\$80,937	\$86,140	\$91,481	\$94,763	\$98,983

NOTE: B, Step 3; B+12, Step 6; B+24, Step 9 and M, Step 12 are maximum steps for these columns. Bargaining unit members who are now in these columns and are on a step beyond the maximum step for their column are "frozen" at their 2009-2010 step unless they move to another column.

ATHLETIC POSITIONS:

Position	Points
<i>Fall</i>	
Cross Country, Head (2)	27.5
Football, Head Varsity (1)	60
Football, Asst. Varsity (4)	40
Football, Freshman (2)	36
Football, Head MS (3)	24
Football, Asst. MS (3)	18
Golf, Head (1)	22
Hockey, Head Varsity (1)	35
Hockey, Asst. Varsity (1)	24
Hockey Freshman (1)	23
Hockey, Head MS (3)	19.5
Hockey, Asst. MS (3)	14.5
Soccer, Head Varsity - Mens (1)	35
Soccer, Asst. Varsity (2)	24
Soccer, Freshman (1)	23
Soccer, Head MS (3)	19.5
Soccer, Asst. MS (3)	14.5
Tennis, Head Varsity - Womens (1)	27.5
Tennis, J.V. (1)	19
Volleyball, Head Varsity - Womens (1)	30
Volleyball, Asst. Varsity (1)	22
Waterpolo, Head Varsity (2)	19
Weight/Strength (1)	8
<i>Winter</i>	
Basketball, Head Varsity (2)	43
Basketball, Asst. Varsity (2)	30
Basketball, Freshman (2)	27
Basketball, Head MS (6)	19.5
Basketball, Asst. MS (6)	14.5
Bowling (1)	19
Swimming Diving Coach (1)	19
Swimming, Head Varsity (2)	27.5
Weight/Strength (1)	8
Winter Track, Head Varsity (2)	27.5
Wrestling, Head Varsity (1)	43
Wrestling, Asst. Varsity (1)	30
Wrestling, Head MS (3)	19.5
Wrestling, Asst. MS (3)	14.5

Position	Points
<i>Spring</i>	
Baseball, Head Varsity (1)	31
Baseball, Asst. Varsity (2)	23
Baseball, Freshman (1)	22
Lacrosse, Head Varsity (2)	31
Lacrosse, Asst. Varsity (2)	23
Lacrosse, Freshman (2)	22
Lacrosse, Head MS (3)	19.5
Lacrosse, Asst. MS (3)	14.5
Soccer, Head Varsity - Womens (1)	35
Soccer, Asst. Varsity (2)	24
Softball, Head Varsity (1)	31
Softball, Asst. Varsity (2)	23
Softball, Freshman (1)	22
Softball, Head MS (3)	19.5
Softball, Asst. MS (3)	14.5
Tennis, Head Varsity - Mens (1)	27.5
Tennis, J.V. (1)	19
Track, Head Varsity (2)	31
Track, Asst. Varsity (4)	23
Track, Head MS (3)	19.5
Track, Asst. MS (6)	14.5
Volleyball, Head Varsity - Mens (1)	30
Volleyball, Asst. Varsity (1)	22
Weight/Strength (1)	8
Weight/Strength (1) (Summer)	6

Nurse Coverage

MS- \$35 (including simultaneous and back-to-back events)
 SHS- \$35 (including simultaneous events)
 For back-to-back events, \$35 for each event for a total of \$70

NON-ATHLETIC POSITIONS:

Position	Points	Position	Points
Academic Coach (1)	9.5	Musical Producer (1)	21
Band Director (1)	45	Musical, Set/Sound Director (1)	5
Band, Asst. Director (1)	21	National Honor Society (Advisor) (1)	9
Band, Jazz (1)	17	Newspaper - SHS (1)	12
Band, Lab (1)	10	Orchestra Director (1)	11
Cheerleading, Head SHS (1)	22	Outdoor Activities Director (1) Per 6th Grade Section	2.5
Cheerleading, Asst. SHS (1)	17	Percussion Coordinator (1)	5
Cheerleading, Freshman (1)	16	Play Directors - MS (3)	11
Cheerleading, MS (3)	15	Refreshment Stand Director (2)	4
Choir, Concert (1)	26	S.A.D.D. Advisor (1)	9
Class Advisor, Freshman (2)	8	Safety Patrol (7) \$384.00	*
Class Advisor, Sophomore (2)	9	Stage Manager (1)	8
Class Advisor, Junior (2)	16	Student Council Sponsor:	
Class Advisor, Senior (2)	18	Elementary (7)	3.5
Debate Team Advisor (1)	4	Middle School (3)	9
Department Coordinators:		Senior High (1)	20
Art K-12 (1)	21	Senior High Assistant (1)	7
Business Education (1)	21	Subject Leaders MS:	
ESEA (1)	23***	English (3)	8.5
Family & Consumer Science(1)	20	Math (3)	8.5
Foreign Language (1)	15.5	Science (3)	8.5
Health/P.E. K-12 (1)	22	Social Studies (3)	8.5
Music K-12 (1)	21	Visual Aids - MS (3)	5
Nursing Coordinator K-12 (1)	21	Visual Aids - HS (2)	5.5
Technology Education(1)	20.5	Yearbook - (1)	34
Drama Club Advisor (1)	13.5	Yearbook Business Manager (1)	11
Drama Club Producer/All School Play(1)	15		
Exchange Student Advisor (1)	5		
Fut. Bus Leaders of Amer/Advisor (1)	7		
Indoor Guard Advisor (1)	13		
Intramural K-12	84**		
Key Club (1)	7		
Majorette/Color Guard Advisor (1)	19		
Mentors	8 (6+2)		
Musical, Choreographer (1)	5		
Musical/Orchestra Director (Pit) (1)	7		

* No Points currently assigned

** Fund administered by the Building Principal according to prescribed guidelines. (Designate 10 points to each secondary school and split 44 points among K-12 schools according to enrollment.)

*** Points paid from Title I funds.

APPENDIX "B"
OTHER EMPLOYEE BENEFITS

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1. Sick Leave

In any school year whenever a professional or temporary professional employee is prevented by illness or accidental injury from following his or her occupation, the District shall pay to said employee for each day of absence the full salary to which the employee may be entitled as if said employee were actually engaged in the performance of duty for a period of ten (10) days. Whenever there is a doctor's appointment related to an employee's absence for illness or accidental injury, the employee shall be entitled to use sick leave to cover the absence if the appointment cannot be made other than during the work day. Within the ten (10) yearly accrued sick days, absences with pay up to a maximum four (4) days per year for employees will be allowed upon request for the following urgent reason(s):

- a. Sudden illness of a family member
- b. Family needs for medical attention
- c. Legal activities which cannot be handled at other times.

Any such unused leave shall be cumulative from year to year in the District without limitation. All or any part of such cumulated or unused sick leave may be taken with full pay in any or all school years.

Whenever it becomes necessary for the employee to be absent for illness, the employee is required to report the absence to the District Substitute Service. It is also the responsibility of the employee to complete the appropriate absence form upon their return to work and to monitor their use of sick leave. Any employee who is aware that sick leave may be required for more than five (5) work days must notify the District in advance by completing the proper forms in advance or immediately upon return. A doctor's note releasing an employee to return to work is required after scheduled surgery or for leave beyond five (5) days.

Professional and temporary professional employees who sever their employment with one school district and enter into employment with the Pennridge School District shall be entitled to all accumulated sick leave not exceeding a maximum of twenty-five (25) working days acquired during their employment in the school districts of Pennsylvania.

The Board of School Directors may require the employee to furnish a certificate from a physician or other practitioner certifying that said employee was unable to perform his or her duties during the period of

411 absence for which compensation is required to be paid under this
412 section.

413
414 **2. Personal Leave**

415 Professional employees of the District shall be entitled to three (3) days of
416 personal leave each school year. Personal leave may not be used in periods
417 of more than three (3) consecutive days. Exceptions can be made with the
418 Superintendent's approval for urgent unforeseen emergencies.
419

420 An employee shall be permitted at the end of any school year to request
421 payment in the amount of fifty dollars (\$50.00) for each unused personal
422 leave day.
423

424 Employees shall be permitted to carry over as many as two (2) personal
425 days from one school year to the next and may in such instances use as
426 many as five (5) personal days during a school year without restriction on
427 how they are to be used except as stated above and further except that
428 personal days may not be taken either the day before or the day after a day
429 of unpaid leave.
430

431 Employees shall not be permitted to use personal leave days without
432 providing at least one (1) week notice to the Building Administration unless
433 there is an emergency which would by its nature preclude the employee
434 from providing such notice, in which case, notice must be provided as
435 much in advance as is possible.
436

437 Not more than 10% of the staff in a building may be absent on the same
438 day except in the case of an emergency. Any dispute regarding personal
439 leave shall be referred to the Leave Policy Committee as defined in Lines
440 612-623.
441

442
443 **3. Notification of Leave**

444 Employees will be notified with each paycheck of the number of
445 accumulated sick leave days and personal leave days.
446

447
448 **4. Bereavement Leave**

449 These absences have no relationship to sick or personal leave. They are
450 not deductible from the days of accumulated sick or personal leave.
451

452 Whenever a professional or temporary professional employee shall be
453 absent from duty because of a death in the immediate family of said
454 employee, there shall be no deduction in salary of said employee for an
455 absence not in excess of three (3) school days. The Superintendent may
456

457 extend the period of absence with pay at his discretion as the exigencies of
458 the case may warrant. Members of the immediate family shall be defined
459 as father, mother, brother, sister, son, daughter, husband, wife,
460 grandchild, parent-in-law or near relative who resides in the same
461 household, or any person with whom the employee has made his/her
462 home.

463 Whenever a professional or temporary professional employee is absent
464 because of the death of a near relative, there shall be no deduction in the
465 salary of said employee for absence on the day of the funeral. The
466 Superintendent may extend the period of absence with pay at his
467 discretion as the exigencies of the case may warrant. A near relative shall
468 be defined as first cousin, grandfather, grandmother, aunt, uncle, niece,
469 nephew, brother-in-law or sister-in-law.

471
472 **5. Sickness Income Benefit Plan**

473 The Pennridge School Board will provide a Sickness Income Benefit Plan
474 for the protection of all full-time employees. Those employees not
475 employed full time, but who are employed 50% or more, shall receive a pro-
476 rata share of this benefit.

477
478 This Plan has been designed to aid in the reimbursement for the loss of
479 compensation to an employee as a result of sickness or injury.

480
481 It is not intended that the employee shall receive reimbursement which,
482 when added to the reimbursement for loss of compensation from
483 workmen's compensation benefits, social security income disability, sick
484 benefits under this Agreement, payments from first party insurers under
485 the Pennsylvania Motor Vehicle Financial Responsibility Law or
486 Pennsylvania No-Fault Motor Vehicle Insurance Law (hereafter "Primary
487 Plans"), will exceed the actual loss of compensation by the employee.

488
489 Benefits under this Plan are secondary to the Primary Plans.

490
491 In the event that benefits are received by the employee under this Plan;
492 and, subsequent thereto, benefits which are reimbursement for loss of
493 compensation are then received by the employee from any one or all of the
494 Primary Plans, the employee agrees to refund the District all payments
495 received under this Plan which are in excess of the actual loss of
496 compensation. The refund shall not exceed the amount of benefits paid to
497 the employee under the Plan.

498
499 Entitlement to benefits under the Plan shall equal loss of actual
500 compensation from the District due to an accident or illness as defined by
501 the School Code and shall be compensated in the following manner:
502

- 503 A. Employee shall utilize all accumulated sick days.
504
505 B. Beginning on the thirty-first (31st) calendar day after all
506 accumulated sick leave has been exhausted, the District will
507 compensate the employee at 68% of his/her regular rate of
508 pay.
509
510 C. The District shall provide at the employee's expense an
511 insurance policy to cover the thirty calendar (30) day waiting
512 period as found in Section B above. The plan will be mutually
513 agreed upon by the Association and the Board of Education.
514
515 D. Entitlement to sick leave as set forth above shall be governed
516 by the provisions of the School Code.
517
518 E. Compensation shall be for that period of time equivalent to the
519 maximum number of work days scheduled for the school year
520 during which the sickness or injury arose resulting in the
521 absence.
522
523 F. An employee who utilizes the Sickness Income Benefit Plan
524 must return to employment in the Pennridge School District
525 for a period not less than forty (40) working days before
526 renewing eligibility in the Plan. Working days are defined as
527 only the days that school is in session for students and does
528 not include teacher in-service training days or summer school.
529

530 **6. Sabbatical Leave/Leave of Absence for Professional Development**

531 Sabbatical leaves will be granted to employees for restoration of health or
532 for other purposes at the discretion of the Board. Leaves of absence also
533 shall be provided for professional development.
534

535 Professional employees shall be granted a sabbatical leave or leave of
536 absence for professional development in accordance with the following
537 provisions:
538

- 539
540 A. The applicant must have completed ten (10) years of service in
541 the public school system of Pennsylvania, five (5) of which
542 shall have been consecutive in the Pennridge School District.
543 After a sabbatical leave or leave of absence for professional
544 development has been taken, one such leave shall be allowed
545 after each seven (7) years of service.
546
547 B. The applicant requesting the sabbatical leave or leave of
548 absence for professional development should do so by April 1

549 for leaves being considered in May and by September 1 for
550 leaves being considered in October. The Board will consider
551 leave requests in May of each year for the following school year
552 and subsequent school year and in October for only the
553 following school year. For example, applications to be
554 considered in May 2011 may be submitted for the 2011-2012
555 and 2012-2013 school years. Applications to be considered in
556 October 2011 may be submitted for 2012-2013 only. For
557 purposes of long-range planning, it is advised that notification
558 be given even sooner, if possible. This procedure will be
559 waived if the request is for emergency leave for purposes of
560 restoration of health.

561 The District will grant leave requests provided they meet the
562 requirements of this Agreement and Section 1166.1(B) of the
563 Public School Code, as amended. In the event that the
564 number of requests exceed ten percent (10%) of the number of
565 persons eligible for such leave, then the leaves will be granted
566 in accordance with the seniority system outlined below.

567
568 No person, regardless of seniority, will be granted a
569 sabbatical leave or leave of absence for professional
570 development in place of a person already granted a leave.
571

572 The seniority system used to determine priority for leave
573 requests will be calculated on the basis of each employee's
574 total seniority with the District minus the amount of time
575 taken for previous leave(s). For example, an employee with
576 35 years of service who had previously taken a one (1)-year
577 sabbatical leave and a half-year sabbatical leave would have
578 33.5 years for leave purposes. An employee with 34 years of
579 service who had never taken a sabbatical leave would have
580 34 years for leave purposes and would, therefore, have priority
581 over the other employee.
582

- 583
584 C. Applications for a sabbatical leave or leave of absence for
585 professional development must be submitted to the Director of
586 Human Resources. This request shall include both the reason
587 for and the time of the leave.
588
589 D. Sabbatical leaves for health and leaves of absence for
590 professional development shall be granted for a period of one
591 (1) semester, for one (1) school year, or for two (2) semesters
592 during two (2) consecutive years.
593 E. The employee on sabbatical leave or leave of absence for
594 professional development shall receive one-half of his/her

595 regular salary during the period he/she is on sabbatical leave
596 or leave of absence for professional development.

597
598 F. No sabbatical leave or leave of absence for professional
599 development shall be granted unless the applicant agrees to
600 return to his/her employment with the school district for a
601 period of not less than one (1) school year immediately
602 following the leave unless, in the case of a sabbatical leave for
603 restoration of health, the employee is prevented by illness or
604 physical disability from returning to his/her employment
605 within the meaning of Section 1168 of the Public School Code,
606 as amended.

607
608 G. The number of leaves to be granted in a school year will be
609 limited to ten percent (10%) of the number of persons eligible
610 for such leaves.

611
612 H. The Leave Policy Committee which reviews teacher requests
613 for personal leave also will review applications for sabbatical
614 leaves and leaves of absence for professional development
615 when the Superintendent or applicant requests. The Leave
616 Policy Committee will be composed of the Superintendent, one
617 (1) building principal, and three (3) professional employees.
618 The professional employees will be appointed by the President
619 of the Pennridge Education Association. The building
620 principal will be appointed by the Superintendent. Any
621 request denied by the Superintendent and the Board will be
622 accompanied by a statement explaining why the request was
623 denied.

624
625 I. An applicant for sabbatical leave for restoration of health shall
626 submit with the application a supporting statement and
627 recommendation either from his/her own physician or a
628 school physician or both.

629
630 J. In the event any of the conditions set forth in these provisions
631 are violated during the period of sabbatical leave or leave of
632 absence for professional development, payments to the
633 applicant will stop.

634 7. **Childrearing Leave**

635
636 An employee who is expecting or whose spouse is expecting the birth or
637 adoption of an infant who the employee contemplates will reside in his/her
638 household, and who wishes to continue employment following a period of
639 absence taken for the purpose of rearing the child, shall be granted a
640 childrearing leave of absence without pay. There will be no loss of prior
641 accrued sick leave or seniority. Only one childrearing leave may be taken
642 for each child. In the case of a multiple birth or the adoption of multiple
643 children, there shall be only one (1) childrearing leave.

644
645 The employee must notify the Superintendent in writing, by certified mail,
646 return receipt requested, at least sixty (60) calendar days prior to
647 commencing childrearing leave and shall state therein the intended
648 duration of the leave. Leave requests should not be extended unless out of
649 medical necessity or a change in circumstances in which event such
650 requests shall not be unreasonably denied. Upon a change in
651 circumstance, the employee shall have the option of requesting an earlier
652 return to work date at the start of the next marking period following a
653 written request to the district at least thirty (30) calendar days prior to the
654 time he/she wishes to return. An employee has the right to three (3)
655 semesters for childrearing leave. The first semester shall be the one in
656 which the childrearing leave is to begin. Return to employment must occur
657 on the first day of a marking period.

658
659 In the event of the premature termination of the pregnancy or the death of
660 a child, an employee may request cancellation of the leave by giving a
661 written notice of sixty (60) calendar days to the Superintendent, by certified
662 mail, return receipt requested. The Board shall have the option of
663 accepting less than sixty (60) calendar days if replacement of said
664 employee has not been secured by the time of notification.

665
666 An employee returning at the beginning of the school year shall return to
667 his or her former position if it still exists. Employees returning at the
668 beginning of the second, third or fourth marking period shall, at the
669 discretion of the Superintendent and for reasons of educational continuity,
670 be returned either to his or her former position or to a comparable position
671 for which he or she is qualified with the understanding the employee shall
672 return to his or her former position if it exists at the beginning of the next
673 school year.

674
675 8. **Insurance Coverage During Leave**

676
677 Employees granted an authorized leave shall be allowed to remain a
678 member of the District's Group Health, Dental, Vision, and Prescription

679 Insurance Plans on the condition that they pre-pay (3 months) to the
680 District the entire premium for such participation.

681
682 Within thirty-one (31) calendar days following termination of employment,
683 the employee may convert all or part of his/her group life insurance.

684
685 **9. Hospitalization - Major Medical**

686 The Pennridge School Board will provide hospitalization/Major Medical
687 coverage for all full-time employees and their families, subject to the
688 provisions of sub-section 13 below. (Family is defined as spouse and
689 children.) Those employees not employed full time, but employed 50% or
690 more, shall receive a pro-rata share of this benefit.

691
692 The hospitalization plan shall be the Blue Cross Personal Choice Program
693 Option 1. The Board shall be permitted to change the carrier for the
694 medical insurance plan provided that the coverage is identical to that
695 coverage provided as of the date of execution of this Agreement as
696 determined by the Association after consultation with the Administration.
697 Employees shall pay a \$20 co-pay per the terms of this Agreement.

698
699
700 **10. Dental**

701 The Pennridge School Board shall provide dental coverage for all full-time
702 employees, subject to the provisions of sub-section 13 below. The Dental
703 Plan shall provide equal coverage to subscriber and dependents as follows:
704

	<u>Subscriber</u>	<u>Dependents</u>
706		
707	Diagnostic	100%
708	Preventive	100%
709	Basic Restorative	100%
710	Oral Surgery	100%
711	Endodontic	100%
712	Periodontic	90%
713	Major Restorative	100%
714	Denture Repair	100%

715
716 The Board shall provide \$1,000 orthodontic coverage on a 50/50 co-pay
717 basis. An employee with individual coverage shall be required to make an
718 annual co-payment of \$25.00 for all procedures, except for Diagnostic
719 and Preventative that shall require no such co-payment. An employee
720 with family coverage shall be required to make an annual co-payment of
721 \$25.00 for each family member for all procedures, except for Diagnostic
722 and Preventative that shall require no such co-payment. Co-payments for
723 an employee with family coverage shall not exceed \$75.00 annually.
724 Those employees not employed full time, but employed 50% or more,

725 shall receive a pro-rata share. The Board shall be permitted to change
726 the current carrier provided that the coverage is identical to that
727 coverage provided as of the date of execution of this Agreement as
728 determined by the Association after consultation with the
729 Administration.

730
731 **11. Vision**

732 The Board shall provide a Vision Benefit of America Vision Plan for
733 employees and dependents. Those teachers not employed full time, but
734 employed 50% or more, shall receive a pro-rata share. The Board shall
735 be permitted to change the current carrier provided that the coverage is
736 identical to that coverage provided as of the date of execution of this
737 Agreement as determined by the Association after consultation with the
738 Administration.
739

740
741 **12. Prescription**

742 The Board shall provide a Blue Cross Formulary Prescription Drug Plan
743 for employees and dependents with a deductible of \$5.00 for generic
744 brand drugs, \$15.00 for formulary drugs and \$25.00 for non-formulary
745 drugs, subject to the provisions of sub-section 13 below. All
746 prescriptions exceeding 34 days shall have a deductible of \$10.00 for
747 generic brand drugs, \$20.00 for formulary drugs and \$30.00 for non-
748 formulary drugs. Those employees not employed full time, but employed
749 50% or more, shall receive a pro-rata share. The Board shall be
750 permitted to change the current carrier provided that the coverage is
751 identical to that coverage provided as of the date of execution of this
752 Agreement as determined by the Association after consultation with the
753 Administration.
754

755
756 **13. Insurance Co-Payment**

757 For the 2010-2011 and 2011-2012 school years, the premium contribution
758 shall remain at 10%.
759

760 Commencing July 1, 2012, the District's dollar contribution per employee
761 will remain the same over the life of the contract as the rate in place during
762 the 2010-2011 school year. Any increase to the contribution shall be the
763 responsibility of the employee, but such increases will be capped at 12%;
764 and any reduction shall be adjusted by a reduction in the employee
765 contribution.
766

767 Effective July 1, 2011, the School District shall offer only one plan, Blue
768 Cross Personal Choice. All employees not currently in Blue Cross Personal
769 Choice will switch to that Plan during the next enrollment period.
770

771 14. **Spouse-Spouse Employees**

772
773 Spouses who are each employed by the District shall be reimbursed
774 directly by the District for any expenses which would have been paid by
775 the carrier if each spouse had been provided full and separate coverage in
776 the hospitalization/dental/vision/prescription plans.

777
778 15. **X-Rays and Physical Examinations**

779
780 The Pennridge School Board will pay normal fees for all X-rays and
781 physical examinations that are required by the Pennsylvania Department
782 of Education and by the Pennridge School District

783
784 16. **Flexible Spending Account Plan**

785
786 The District and the Association will maintain the current Section 125
787 Flexible Spending Account Plan to allow participants to use tax laws to
788 their advantage in funding medical co-payments, unreimbursed medical
789 expenses and dependent care expenses as permitted by law.

790
791 17. **Life Insurance**

792
793 The Pennridge School Board will pay the premium for life insurance
794 coverage with death benefits in the amount of \$60,000 for each full-time
795 employee. Such insurance shall allow for continuation of benefits at the
796 employee's expense after leaving the District. Employees may elect to
797 select or maintain their life insurance benefit at \$50,000.

798
799 18. **Employee Liability Insurance**

800
801 The Personal Liability Policy covers the employee for compensatory
802 damages and court costs up to \$1,500,000 for each person or total
803 aggregate in connection therewith for which he/she is legally liable. The
804 Policy does not cover any fine levied against the insured because the fine is
805 a punitive rather than compensatory action. The Policy also does not cover
806 any costs incurred in any criminal court since such costs are in connection
807 with a punitive action.

808
809 19. **Employee Assistance Program**

810
811 The District and the Association will maintain the Employee Assistance
812 Program ("EAP") for all employees in the bargaining unit. The cost of such
813 program will continue to be borne equally by the Pennridge Education
814 Association and the District.

815 20. Credit Reimbursement/Horizontal Salary Schedule Advancement

816
817 A. General Provisions

- 818
819 1. All courses must be graduate-level courses unless special
820 permission to take undergraduate courses is granted by the
821 Superintendent. No in-service or correspondence courses will
822 be approved. For reimbursement and horizontal salary
823 schedule advancement a school year shall be defined as
824 beginning September 1 and ending August 31 of each contract
825 year. Classes must meet for a minimum of 36 contact hours
826 with the instructor. If a class meets less than 36 hours, the
827 graduate credit reimbursement may be reduced
828 proportionately. On-line courses that are not part of an
829 approved master's program will be evaluated separately.
- 830
831 2. All graduate credits shall be verified with a photostatic copy of
832 a record from the college or university awarding the graduate
833 credit.
- 834
835 3. Not more than twelve (12) credits in affective growth or
836 personal betterment will be approved. Special permission to
837 take additional credits may be granted by the Superintendent
838 if the proposed courses are directly related to the employee's
839 current assignment.
- 840
841 4. All courses will be approved if they are accepted by the college
842 as part of an established program leading to a Masters or
843 Doctoral degree. However, the Superintendent must approve
844 such established program based upon educational merit,
845 relationship to the employee's current position at Pennridge,
846 or an employee's individual needs.
- 847
848 5. In cases when the Superintendent has some doubt as to the
849 value or appropriateness of certain courses or if his decision is
850 appealed by an employee, he will meet with the Credit Review
851 Committee to formulate a decision: The Credit Review
852 Committee will consist of six (6) members: Three (3)
853 Association members appointed by the President of the
854 Association, two (2) administrators appointed by the
855 Superintendent, and the Superintendent or an administrative
856 designee.

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B. Credit Reimbursement

1. All courses must be approved in advance by the Superintendent or his/her designee.
2. Course Approvals received in the Human Resources Department less than two (2) weeks before the first class meeting will not be approved for reimbursement.
3. If the Superintendent requests that an employee participate in a course, such course shall be approved for reimbursement.
4. The maximum number of credits for reimbursement in any one school year shall be twelve (12). The maximum number of credits for reimbursement for courses begun after September 1, but before May 1, shall be six (6). The maximum number of credits may be exceeded upon the approval of the Superintendent.
5. No reimbursement shall be made when tuition is paid under government educational assistance, university assistance, or other grants available to an employee.
6. Subject to the provisions of Paragraph 9 below, the reimbursement level for credits earned during the school year will be one hundred eighty (\$180) per credit for a grade of "B" or above. Reimbursement will be made for online courses that are part of a Master's program and are pre-approved by the Superintendent.
7. For purposes of reimbursement, a passing grade in a Pass/Fail course shall be reimbursed as if a grade of "B" had been received.
8. Reimbursement shall be made within 45 days after the employee submits evidence that the course has been completed and a grade has been assigned.
9. Employees shall be reimbursed for courses taken beyond the Masters Column at a rate of 35% per credit hour of the amount set forth in Paragraph 6 above for courses taken outside of their subject area and reimbursed at 65% per credit hour of the amount set forth in Paragraph 6 above for courses within their subject area.

901 **C. Horizontal Salary Schedule Advancement**

- 902 1. All courses beyond the B + 24 column must be approved in
903 advance by the Superintendent or his/her designee.
904
905 2. Late submission for a course that is part of an approved
906 Masters program will be approved for horizontal movement
907 but not for reimbursement. If the course is not part of an
908 approved program, both reimbursement and horizontal
909 movement will be forfeited.
910
911 3. Course work must be completed prior to September 1 of the
912 school year for which credit is being requested.
913
914 4. Horizontal Salary Schedule Advancement Request Forms, to
915 be supplied by the District, must be submitted with proper
916 verification pending receipt of an official transcript prior to
917 October 31 of the year in which payment is requested.
918
919 5. Employees hired after September 1, 1985 will be encouraged
920 to enter a Masters Degree Program in his/her effort to obtain
921 permanent certification. Those choosing not to, but acquiring
922 a Masters Equivalency from the state, shall not advance
923 beyond the Masters column on the salary schedule. Anyone
924 hired as a long-term substitute during the 1984-85 school
925 year and subsequently granted a contract as a temporary
926 professional employee shall be exempt from this provision.
927
928 6. No more than a total of three online courses of three credits
929 each can be used for advancement to the M+12, M+24 or
930 M+30 columns. By way of example, if two online courses are
931 used for movement to M+12, then only one online courses can
932 be used for M+24 or M+30 movement.
933

934 **21. Retirement Pay**

935 Upon the retirement of a full-time employee with a minimum of six (6)
936 consecutive years of service in the Pennridge School District, the District
937 shall make a payment for years of service accrued in the Pennridge School
938 District in accordance with the qualifications and limitations hereinafter
939 set forth:
940

- 941
942 A. The employee shall submit written notice of his or her
943 intention to retire to the Superintendent on or before April 1 of
944 the year intended to be the final year of service in the
945 Pennridge School District. Notice received after the above
946

947 specified time may constitute just cause for the payment to be
948 denied.

- 949
950 B. Said notice shall contain the following statements:
951 That the employee is applying for, and is eligible to receive,
952 superannuation, disability, or withdrawal from the
953 Pennsylvania School Employees' Retirement System.
954 "Withdrawal retirement" as used herein shall be limited to
955 employees in the T-C Class, or the T-D class with credit for at
956 least 25 years of service, but less than 35 years, and who have
957 not reached superannuation retirement age.
- 958
959 C. The payment herein referred to shall be the greater of:
- 960 1. \$100 per year of service accumulated in the Pennridge
961 School District with a total payment not to exceed
962 \$3,500, or
 - 963 2. \$45 per unused sick day.
- 964
965 D. Employees who qualify for this retirement pay shall be
966 entitled to payment only by deposit into a 403(b) tax
967 sheltered annuity account established by the eligible
968 employee. The 403(b) account is mandatory and must be
969 established prior to separation of service. The retirement
970 pay benefits will not be paid in cash or any other method.
971
- 972 E. All contributions into 403(b) accounts under this Agreement
973 shall be deposited into qualified 403(b) accounts established
974 for each eligible employee with a District approved vendor,
975 who shall be responsible for administering such programs.
976 The eligible employee must assure the District that any
977 payment contribution into such 403(b) account complies
978 with law.
979
- 980 F. The design of this agreement is intended to provide
981 significant tax savings to the District and to the employees of
982 the District by depositing amounts hereunder directly into a
983 403(b) program, while permitting the employees to exercise
984 investment control over the accounts until employees elect to
985 withdraw amounts from the account.
986
- 987 G. The calculation of the amount of benefits shall remain in
988 accordance with Section 21.
989
- 990 H. A yearly review of this procedure will be conducted to review
991 any changes in the law.
992

APPENDIX "C"

GRIEVANCE PROCEDURE

The parties to this Agreement agree that an orderly and expeditious resolution of grievances arising out of the interpretation of the terms of this Agreement shall provide for a four (4)-step process which is described in the following paragraphs. The person or persons initiating the alleged grievance are urged to discuss the alleged grievance with the first-level supervisor. The work day shall be any day when the District Education Center is open.

- Step I** - The person or persons initiating the alleged grievance shall present the grievance in writing and on a form provided by the employer to the first-level supervisor (Elementary or Secondary Building Principal) within ten (10) days of its occurrence. The first-level supervisor shall make a written reply to the grievance within seven (7) work days after initial presentation of the grievance.
- Step II** - If the action in Step I above fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred within seven (7) work days to the Superintendent. The Superintendent shall make written reply to the grievance within seven (7) work days after referral to the Superintendent.
- Step III** - If the action in Step II above fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred within seven (7) work days to the President of the Board of School Directors. The Board of School Directors shall make written reply to the grievance within ten (10) work days after referral to the Board of School Directors.
- Step IV** - If the action in Step III above fails to resolve the grievance to the satisfaction of the affected parties, they may, within twenty-two (22) working days, apply for binding arbitration as provided in Section 903 of the Act. If the grievance fails to meet the criteria of Section 903 of the Act, the decision of the Board of School Directors in Step III shall be final. If binding arbitration is not applied for within twenty-two (22) work days of the written reply of the Board of School Directors, the decision of the Board of School Directors shall be final.

1039 **Miscellaneous**

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- A. A meeting shall be held at each step of the procedure upon the request of either party. All meetings and hearings under this procedure shall not be conducted in public and shall only include such parties in interest and their designated representative and persons who give relevant testimony.
 - B. A group grievance may be initiated through the President of the P.E.A. as an Association grievance if said grievance affects five (5) or more teachers. Such grievance (with names affixed) shall commence at the lowest level or with the supervisor having jurisdiction over all members of the group.
 - C. Time limits may be mutually extended or contracted.

APPENDIX "D"

OTHER ITEMS OF AGREEMENT

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1. Number of Teaching Days

The school years covered by the Agreement will consist of 196 work days with not more than 186 teaching days as designated by the School Board.

2. In-Service Days

The number of in-service days will be not less than ten (10) during the school years covered by the Agreement. Effective September 1, 2011, first year employees of the District will be required to work an additional two (2) in-service days during their first year of employment. The Act 48 Committee shall be responsible for determining the appropriate use of the two (2) flex in-service days. One (1) alternative in-service day will be designated on the yearly calendar.

The following in-service days shall be used for teacher preparation:

- One (1) day at the start of the school year;
- One-half (1/2) day preceding the parent/teacher conferences in November (grades K-12) during which no District initiatives will be scheduled; and
- One-half (1/2) day for grades K-6 preceding the mid year parent/teacher conferences.

3. Length of School Day

The length of the school day shall be a maximum of 7 1/2 hours, including a duty-free lunch. No more than three (3) faculty, department, grade level or supervisor meetings, or conferences may be held each month that extend beyond the 7 1/2-hour day. All District and building meetings shall be held at this time. These meetings should not exceed one (1) hour in length.

4. Changes in Schedule

The Board and Association agree to discuss in partnership any changes to the school day.

1097 **5. Planning Time**

1098
1099 Teachers in elementary buildings shall receive a minimum of 200 minutes
1100 planning time consistent with the 2008 Memorandum of Understanding.

1101
1102 The allocations of planning time shall be adhered to as much as possible
1103 with the acknowledgement that situations which alter these allocations
1104 may occur occasionally.

Grade	K	1	2	3	4	5	
1106							
1107	Music	30/30	40	40	40	40	45 min. per week
1108							
1109	Art	0	45	45	50	50	55 min. per week
1110							
1111	Phys. Ed.	40/40	45	45	45	50	55 min. per week
1112							
1113	Library	30/30	35	35	35	40	45 min. per week
1114							
1115	Health	0	35	35	30	0	0 min. per week
1116							
1117	Guidance	0	0	0	0	20	0 min. per week
1118							

1119
1120 Teachers in the middle and high schools shall receive a minimum of one (1)
1121 regular class period in consecutive minutes of planning time per day which
1122 shall be after the start of and before the end of the school day as in the
1123 school year 1977-78.

1124
1125 A teacher's preparation period shall not be used for scheduled District
1126 and/or building level meetings. The preparation period shall also not be
1127 used for unscheduled meetings with parents unless the teacher is not
1128 otherwise occupied.

1129
1130 The Board shall grant, without loss of pay, to Special Education employees
1131 two (2) days per year free of other duties or assignments for the writing of
1132 Individual Education Plans (IEPs.) These days must be pre-approved by
1133 the building principal.

1134
1135 Additional time, for the writing of Individual Education Plans (IEPs), shall
1136 be granted to Special Education employees at the discretion of the
1137 Superintendent or his/her designee.

1138
1139 **6. Rights of the Association**

1140
1141 A. Payroll deductions for the Association, PSEA, and the NEA shall be
1142 available to employees. Deductions shall be made in sixteen (16)

1143 equal payments beginning with the second (2nd) November payroll.
1144 The District will forward to the Association the previous month's
1145 deductions during the subsequent month. In the event a member
1146 leaves the District before the last deduction is made, the balance will
1147 be deducted from his/her last pay. By October 15 of each year of
1148 this contract, the Association agrees to identify, on a listing supplied
1149 by the District, those employees from whose pay dues are to be
1150 deducted. The Association shall indemnify, defend, and save the
1151 District harmless against any and all claims, demands, suits, or
1152 other forms of liability that shall arise out of or by reasons of action
1153 taken by the District in reliance upon the payroll deduction
1154 authorization cards submitted by the Association to the District.

1155
1156 B. The Association and its representatives shall be allowed the use of
1157 school buildings for meeting after school hours when not in conflict
1158 with activities planned for that building. Arrangements for such
1159 meetings shall be made with the principal of the building.

1160
1161 C. The Association shall be allowed the use of inter-school mail facilities
1162 and the school mail boxes provided such use does not interfere with
1163 regular school mail. The Association shall have use of copying
1164 equipment in the District. The District copy machine is not to be
1165 used without permission from the Superintendent. The Association
1166 will supply its own materials.

1167
1168 D. The District shall provide release time with full compensation for a
1169 maximum of eight (8) delegates from the local association to attend
1170 the semi-annual PSEA convention. The Association agrees to
1171 reimburse the District for the cost of any substitutes that are
1172 required during absences occasioned by attendance at the
1173 semi-annual convention.

1174
1175 E. The District shall provide release time with full compensation for up
1176 to fifteen (15) days per school year for Association use
1177 (representation of employees, union business or other similar
1178 activities pre-approved by the Superintendent.) When the District
1179 requires a meeting with the Association, the meeting will be held
1180 after the conclusion of the school day. Any emergency meeting
1181 called by the District or attendance at the advocacy program will not
1182 be counted towards the release time cap. The President of the
1183 Association shall be allowed to visit schools for purposes relating to
1184 Association affairs so long as he/she does not disrupt the
1185 educational process. Advance notification shall be given to the
1186 principal of the building to be visited and to the principal of the
1187 building of the President of the Association.
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- F. The District agrees to furnish, upon request, such financial and personnel data as may be reasonably disclosed and will assist in developing sound recommendations. Any reasonable additional information which may be necessary for the Association to process any grievance shall be made available by the District.

- G. Association representatives may meet with the Superintendent, members of his staff, and an elected Board member to review and discuss school problems and practices and the administration of this Agreement. Items discussed that are not a part of the Agreement are not subject to the grievance procedure. These meetings will be scheduled at the request of the President of the Association at a time mutually agreeable to the President and the Superintendent.

- H. The building principal shall schedule five (5) periods of release time per week for the President of the Association. The release time shall be for purposes relating to Association affairs providing it does not disrupt the educational process.

- I. A District-Association Liaison Committee comprised of two (2) representatives selected by the Board and the Superintendent and two (2) representatives selected by the Association shall meet not less than two (2) times each contract year for purposes of resolving mutual items of concern.

- J. Fair Share-Agency Shop -- Employees in the bargaining unit who are not members of the Association on the effective date of this Agreement shall be required to pay to the Association a "Fair Share Fee" for services rendered as the exclusive bargaining agent. For purposes of this section, "Fair Share Fee" shall mean the regular membership dues of the Association less the cost for the previous fiscal year of its activities or undertakings which were not reasonably employed to implement or effectuate the duties of the Association as the exclusive representative as provided under Act 84 of 1988.

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

By October 15 for each year of this Agreement, the Association shall provide the District with the names of employees who are non-members of the Association, the amount of the "Fair Share Fee," and a payment schedule for the deduction of the fee. For employees hired after September 15 of each year, the Association will provide

1235 the District with the amount of the fee and a payment schedule for
1236 deduction of the fee within thirty (30) days after receipt of notice of
1237 the employee's hiring. The District will deduct such fee from the
1238 paychecks of each non-member in accordance with the schedule
1239 provided and shall promptly transmit the amount deducted to the
1240 Association Treasurer.

1241 The Association will indemnify, defend and hold the District
1242 harmless against any and all claims, demands, suits or other forms
1243 of liability that shall arise out of or by reason of action taken by the
1244 District to comply with the provisions of this section.
1245

1246
1247 **7. Health and Safety**

- 1248 A. No employee shall be expected to perform services under unsafe or
1249 hazardous conditions which endanger the health, safety or
1250 well-being of the employee, the students of the District or the public.
1251
1252 B. In the event that an employee believes that he or she is endangered
1253 by an unsafe or hazardous condition, he/she shall bring this matter
1254 immediately to the attention of the Administration. The
1255 Administration shall respond to such a complaint within three (3)
1256 working days setting forth any contemplated course of action
1257 intended to respond to the complaint raised.
1258
1259 C. An employee not satisfied with the Administration's response shall
1260 be permitted to initiate a grievance under Appendix "C" at the Step II
1261 level.
1262
1263 D. Employees will continue to work pending resolution of the condition
1264 as provided above.
1265

1266
1267 **8. Personnel Files**

1268 An employee's personal file shall not be revealed or opened for inspection
1269 to any third party without the express written consent of the employee
1270 unless by reason of a court order.
1271

1272
1273 **9. Seniority**

- 1274 A. A professional employee is a temporary or permanent professional
1275 employee who has been granted a contract by the Pennridge School
1276 Board. The seniority of a professional employee is determined by the
1277 length of service in the Pennridge School District computed in years,
1278 months, and days from the first day of his/her latest period of
1279 continuous employment. The first day of such employment shall
1280

1281 mean the effective date as approved by the Pennridge School Board
1282 in its official minutes. In calculating seniority, part-time experience
1283 of a professional employee shall be converted to the equivalency of
1284 full-time employment. A suspended full-time employee if recalled to
1285 a part-time position shall retain the seniority rights of a full-time
1286 professional employee.

1287
1288 B. A professional employee shall lose seniority rights if he/she resigns
1289 or is discharged in accordance with the School Code. Seniority shall
1290 not be lost if:

1291 1. Seniority is otherwise preserved by the provisions of the
1292 Selective Service Act of 1948, or

1293 2. The professional employee is on an approved leave.

1294
1295 C. The following shall be used to calculate professional employees'
1296 seniority accrued prior to the enactment of Act 97 of 1979:

1297 1. A professional employee who resigned for maternity reasons
1298 prior to the maternity leave provision shall be credited with
1299 the seniority accrued before and after the period during which
1300 she was unemployed. This provision is in effect if the period of
1301 unemployment is not in excess of the leave which could be
1302 granted during the 1980-81 school term.

1303 2. A professional employee who resigned for maternity reasons
1304 prior to the maternity leave provision and was not a
1305 professional employee of the Pennridge School District for a
1306 period in excess of the leave which could be granted during
1307 the 1980-81 school term shall accrue seniority from the first
1308 day of her latest period of continuous employment.

1309 3. A professional employee who resigned for personal reasons to
1310 pursue a graduate education shall be credited with his/her
1311 accrued seniority prior to the resignation and accrued after
1312 his/her return to employment.

1313 4. A professional employee who was granted a personal or
1314 maternity leave prior to the enactment of Act 97 shall accrue
1315 seniority during the approved leave.

1316 5. Seniority shall be accrued during approved statutory leaves as
1317 defined by the School Code.

1326 D. If two (2) or more professional employees have identical seniority, as
1327 defined above, the following factors in the order stated will determine
1328 who has the greatest seniority:

1. Earliest date on which the employee began his/her part-time or full-time employment as a temporary or professional employee in the Pennridge School District.
2. Date on which the temporary or professional employee was officially hired by the Pennridge School Board as indicated in official Board minutes.
3. Earliest date on which the employee began his/her part-time or full-time employment as a substitute for a staff member on an approved leave from the Pennridge School District.
4. Date on which a substitute for a staff member on an approved leave from the Pennridge School District was officially hired by the Pennridge School Board as indicated in official Board minutes.
5. Date on which application was received by the Pennridge School District.

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1350 **10. Vacancies and Transfers**

- A. First consideration for filling all vacant positions should be given to qualified teachers presently employed in the Pennridge School District.
- B. The notification of all professional vacancies shall be posted throughout the District with a copy sent to the Association's President. The notification shall include the building location, subject area and grade level, if known, at the time of posting. A professional vacancy may be filled temporarily in the case of emergency, but no such vacancy shall be permanently filled until notice of such vacancy has been posted for seven (7) calendar days.
- C. In the event a staff member from within is equally qualified to an outside applicant for a posted vacancy, as determined by the District, the staff member from within will be given preference for filling the vacancy. If two (2) or more staff members apply to fill the vacancy and are equally qualified, the more senior staff member shall be given preference. The Board of School Directors shall determine the qualifications which an applicant must possess to fill

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the vacancy and shall state such qualifications at the time the notice of vacancy is posted.

- D. The decision for filling the professional vacancy rests with the Board of School Directors of the Pennridge School District, and all applicants for the professional vacancy from the bargaining unit will be notified of the action of the Board of School Directors. However, the parties agree that any dispute concerning the relative qualifications of applicants to fill vacancies is subject to the grievance and arbitration procedure.
- E. The term transfer shall mean a change of assignment to a different building from which the teacher is presently assigned. In the Pennridge School District, a building is an elementary school, a middle school, or the high school. Transfer requests shall set forth the reasons for the requested transfer, the school, grade, or position sought, and the applicant's professional qualifications. Teachers requesting a transfer pursuant to this section shall receive notification of all appropriate vacancies during the summer. However, transfer requests will not be considered applications for vacancies, and all transfer requests will expire on the first day of the new school year.
- F. In the event of a District reorganization, school building closing, or school building opening, which necessitates employee transfers, the District will first seek and consider volunteers to accomplish such transfers. If additional transfers are necessary, then the District agrees to transfer teachers according to the following procedure:
1. The District will post a list of positions which remain vacant. An employee who will be affected by an involuntary transfer will indicate two (2) preferences within his/her area(s) of certification (for vacancies posted on the list). The District will have the right to transfer each employee to any of the two (2) preferences indicated by the employee. No employee will have the right to bump into a position which is currently filled by another employee who is not affected by the reorganization or building closing or building opening.
 2. If the District is unable to accomplish the transfers according to employee preferences, then the least senior employee will be transferred outside of his/her preference.
 3. Exceptions to the strict application of this procedure may be made by the Superintendent where necessary for the good of

the educational process provided that such exceptions are not arbitrary or capricious.

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G. If positions affected by involuntary transfer are currently filled by professional employees, said employees will be notified of the forthcoming transfer immediately so that they may apply for preferred positions. The written notice will include the reason for transfer.

H. If involuntary transfers from one building to another building are to take place because of enrollment decreases, the following considerations should be given when selecting a faculty member(s) to be transferred:

1. Only a successful teacher may be moved (identified as not being on an Improvement Plan - all observations and all evaluation records are satisfactory in every category).
2. Volunteers within the building should first be strongly considered.
3. Lateral moves should be considered (defined as same grade placement).
4. Teachers with "veteran" status (5 years or more in the same building) should be given first consideration for a vacant position when selected for an involuntary transfer.
5. If staff members are requesting to leave/transfer out of their building, due to enrollment decreases that necessitate a reduction in staff, if approved, they should be notified as soon as possible of their new assignment, no later than June 1.
6. If a staff member has been involuntarily transferred to another building due to student enrollment decreases, and should the student enrollment in the sending building increase to the point that another staff position is necessary, the involuntarily transferred staff member will have the first right to that position provided that:
 - a. The new position is added no later than August 1.
 - b. Both principals must agree that the involuntarily transferred staff member should return to the sending building.

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c. The involuntarily transferred teacher has the right to stay in the newly assigned building

7. If a staff member has already been chosen to move out of the building one year, and that doesn't occur, a new staff member needs to be chosen the next year.

8. The initial recommendation(s) must be made by the building principal in accordance with these parameters, however, the final decision will be made by the Superintendent or his/her designee.

11. Guidelines for Reduction of Force

Employees shall be furloughed and recalled as stated in the School Code.

12. Due Process

A. The Board and the Association expressly agree that the Board and the Administration shall have the right to discipline a tenured professional employee for cause.

B. Disciplinary actions which the Board or Administration may take, provided that cause exists, shall include, but shall not be limited to, oral reprimand, written warning, written reprimand, suspension from employment duties with or without pay, demotion, unsatisfactory rating, or dismissal for cause.

C. No tenured professional employee shall be dismissed unless the Superintendent shall recommend dismissal and two thirds (2/3) of all of the members of the Board shall vote for dismissal at a public meeting of the Board.

D. In determining whether cause exists for dismissal, that term shall specifically include, but shall not be limited to, just cause or any conduct or action by a tenured professional employee which would lawfully provide a proper basis for dismissal pursuant to Section 1122 of the Public School Code of 1949, as amended, and interpretations thereof by Pennsylvania Courts and/or the Secretary of Education.

E. In the event that the Superintendent shall recommend to the Board that a tenured professional employee be dismissed, that recommendation and the reasons therefore shall be transmitted in writing to the Board President and the employee involved. Within ten (10) days after receipt of such recommendation by the employee

1508 involved, he/she shall elect in writing whether he/she elects to
1509 proceed under the Sections 1121 through 1132 of the School Code,
1510 as amended, or in accordance with the grievance procedure set forth
1511 in this Agreement, beginning at Step II. Tenured professional
1512 employees whose dismissal for cause has been recommended may
1513 follow the grievance procedure or request a hearing pursuant to
1514 Sections 1121 through 1132 of the School Code, as amended, but
1515 not both.

- 1516
1517 F. This section shall apply to disciplinary actions only and shall not
1518 apply to retirements, suspensions, non-disciplinary transfers,
1519 non-disciplinary demotions, abandonment of contract, resignation or
1520 other changes in tenured professional employee status which are
1521 initiated by the employee or which are initiated by the Board for
1522 reasons other than for the purpose of discipline of an employee for
1523 cause.

1524
1525 **13. Required Meetings or Representation During Disciplinary Proceedings**

1526 Whenever an employee is required to appear before the Board or any of its
1527 agents for a meeting at which the possible discharge of said employee is to
1528 be discussed or when an unfavorable letter is to be placed in his/her
1529 personnel file, the following procedure will be followed:

- 1530
1531 A. Written notice of said meeting will be given to the employee at
1532 least 48 hours in advance.
1533
1534 B. Information forming a basis for the possible discharge of the
1535 employee will be made available 24 hours in advance of the
1536 meeting.
1537
1538 C. The employee may have representation at said meeting.
1539
1540 D. If wages have been withheld as a result of any charges, the
1541 affected employee shall receive the difference between any
1542 wages lost and any monies received upon exoneration from,
1543 or the withdrawal of, said charges by the Board or its agents.
1544

1545
1546 **14. No Reprisals**

1547 No reprisals, economic or otherwise, shall be taken by the Board or the
1548 Administration against any employee for activities related to negotiations,
1549 a work stoppage, and/or enforcement of this collective bargaining
1550 agreement, which occurred during the term of this agreement.
1551
1552

1553 15. **Distribution of Agreement**

1554
1555 The printing, distribution, and other expenses entailed with reproducing
1556 this Agreement shall be borne equally by the Pennridge Education
1557 Association and the Pennridge School Board. All employees governed by
1558 this Agreement will receive a copy of the Agreement.

INDEX

2010-2011 Salary Schedule	10
2011-2012 Salary Schedule	11
2012-2013 Salary Schedule	12
2013-2014 Salary Schedule	13
Act 48	7
Appendix "A"	4
Appendix "B"	16
Appendix "C"	30
Appendix "D"	32
Basic Salary Schedule	4
Bereavement Leave	17
Changes in Schedule	32
Chaperone Duty	7
Childrearing Leave	22
Conformity to Law – Savings Clause	3
Contracted Employees Hired with No Prior Teaching Experience	4
Contracted Vacancies	5
Credit Reimbursement / Horizontal Salary Schedule Advancement	26
Dental	23
Distribution of Agreement	43
Doctoral Reimbursement	6
Due Process	41
Duties	7
Effective Date and Signature	3
Employee Assistance Program	25
Employee Liability Insurance	25
Extra-Duty Pay Schedule	8
Extra-Duty Pay Schedule (List)	14
Flexible Spending Account Plan	25
Grievance Procedure	2
Grievance Procedure (Steps)	30
Guidelines for Reduction of Force	41
Health and Safety	36
Hospitalization – Major Medical	23
In-Service Days	32
Insurance Co-Payment	24
Insurance Coverage During Leave	22
Job Security and Job Progression	2
Length of School Day	32
Life Insurance	25
Longevity Increments	6
Long-Term Substitutes	4
Modification of Agreement	3
No Reprisals	42

No Strike - - No Lock-out Provisions	1
Notification of Accumulated Leave	17
Number of Teaching Days	32
Open House	7
Other Employee Benefits and Conditions of Employment.....	2
Other Items of Agreement.....	2
Payroll Deductions	8
Personal Leave	17
Personnel Files.....	36
Planning Time	33
Prescription.....	24
Recognition	1
Required Meetings or Representation During Disciplinary Proceedings ..	42
Retirement Pay.....	28
Rights of the Association	33
Sabbatical Leave / Leave of Absence for Professional Development	19
Same-Day Deposit.....	9
Seniority	36
Sick Leave.....	16
Sickness Income Benefit Plan.....	18
Spouse-Spouse Employees	25
Step Placement for Individuals with Prior Teaching Experience Hired into Contract Positions.....	4
Summer School / Homebound Instruction/Curriculum/IEP	6
Salary Schedule	7
Teaching a Sixth Section	1
Term of Agreement.....	38
Vacancies and Transfers	24
Vision	1
Wages and Salary Provisions	6
Withholding Increments of the Salary Schedule.....	25
X-Rays and Physical Examinations	25

EQUAL EDUCATIONAL OPPORTUNITIES

The Penridge School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, religion, gender, age or disability in its activities, programs or employment practices required by Title VI, Title IX, Section 504 and the Americans with Disabilities Act of 1990.

The Federal Drug-Free Workplace Act requires that the workplace be free of the illegal use of drugs. No one is allowed to use, make, sell, distribute or have in his/her possession illegal drugs. Any violation of this Act will lead to severe disciplinary action, including dismissal.

The mission of the Penridge School District is to challenge school-aged students with a world-class education, to encourage and assist in the development of responsible individuals and productive citizens, and to maintain a high quality learning environment while providing all students equal opportunity to achieve their highest potential.



KINGSPRY

October 23, 2013

Via email only: dlefkowitz@pa.gov
Dena Lefkowitz, Esq.
Pennsylvania Office of Open Records
Commonwealth Keystone Building
400 North Street, Plaza Level
Harrisburg, PA 17120-0225

Re: **Scott Edgell v. Pennridge School District**
AP 2013-1242

Dear Attorney Lefkowitz:

As you know, this office represents the Pennridge School District. In response to your inquiry about the status of the District's disclosures in this matter, I spoke with the District earlier today. I am informed that all responsive records have been provided to Mr. Edgell, save for information regarding medical benefits. As indicated in the District's responses to Mr. Edgell in the course of this matter, the District has been implementing new software that continues to delay its response.

However, I note that a response to Mr. Edgell's request for information about medical benefits would require disclosure of records that are exempt under the Right to Know Law. The amount paid by the District, for the medical benefits of individual employees, varies based upon each employee's marital status and number of dependents. Section 708(b)(6)(i)(B) expressly exempts records that would disclose an individual's marital status, and information about beneficiaries or dependents.

Based on the above information, I believe that the District has provided a complete response to Mr. Edgell's request.

Please contact me if you require additional information.

Very truly yours,

Rebecca A. Young, Esquire

RAY/smg

cc: Mr. Scott Edgell
Mr. Ray Scarpantonio, Director of Human Resources
Ms. Kim Kreibel, Secretary to the Right to Know Officer
John E. Freund, III, Esq.

KING, SPRY, HERMAN, FREUND & FAUL, LLC • ATTORNEYS & COUNSELORS AT LAW
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Advocate by National
Board of Trial Advocacy
("A PA Supreme Court
Approved Agency")

Pennridge School District

ACT 93

Agreement

July 1, 2010 – June 30, 2014

BOARD APPROVED – April 26, 2010
Addendum Approved – September 19, 2011

PENNRIDGE SCHOOL DISTRICT

Administrator Compensation and Benefits ("Act 93") Plan for the 2010 - 2014 School Years

I. PREFACE

This Act 93 Plan has been established in compliance with Section 1164 of the Public School Code of 1949, as amended, 24 P.S. 11-1164 ("Act 93"), and has been adopted by resolution of the Board of School Directors on the 26th day of April, 2010 following completion of the "meet-and-discuss" process required by Act 93. The purpose of this Act 93 Plan is to set forth the Board's operating policies for administrative compensation and benefits for the 2010-2014 school years. Notably, this Act 93 Plan *is not* an exclusive statement of District policies, rules, regulations and/or laws affecting administrators and the terms and conditions of their employment with the District.

For purposes of this document only, the term "administrator" shall refer to the following positions:

High School Principal
High School Assistant Principal
Middle School Principal
Middle School Assistant Principal
Assistant Director of Pupil Services
Elementary Principal
Supervisor
Technology Coordinator

II. COMPENSATION

A. Purpose

The Board is committed to effectuating a compensation and benefits plan which ensures that District administrators are fairly compensated for their leadership and managerial responsibilities, which promotes individual professional growth and improvement, and which is designed to provide its administrators with incentives and reward exemplary performance.

B. Target Salaries

1. Initial Year of Agreement

The Board and the Act 93 Group have agreed to extend the language of this agreement for a period of four (4) years. Due to other considerations, it may be likely that the salary portion of this agreement may not be solidified until after July 1, 2010. When a salary agreement is reached, it will be published as an Addendum to this Act 93 Agreement.

2. Following Years of Agreement

a. Target Salaries

Listed below is the 2009-2010 Target Salary chart for the positions covered under this agreement. When a successor salary plan is developed, it will be published as an Addendum to this Act 93 Agreement.

	2009-2010
H. S. Principal	\$127,000
M. S. Principal	119,000
Elementary Principal	115,500
H. S. Asst. Principal	106,500
Assistant Director of Pupil Services	106,000
Technology Coordinator	110,000
M. S. Asst. Principal	105,500
Supervisor	105,500

b. Progression to Target Salary

It is the intent of the Board of Directors that an administrator/supervisor who is performing at a satisfactory level should reach the Target Salary no later than year six (6) in the Pennridge School District. It is possible for an administrator or supervisor to reach the Target Salary sooner depending on the initial placement salary. The chart below outlines the progression by year:

Schedule to move to 100% of Target Salary:

Year one -

Salary negotiated.

Year two -

1. No less than 92% of new target.
2. If beginning salary is between 92.01% and 93.99% of new target, salary will be 94% of new target.
3. If beginning salary is between 94.01% and 95.99% of new target, salary will be 96% of new target.
4. If beginning salary is between 96.01% and 97.99% of new target, salary will be 98% of new target.
5. If beginning salary is between 98.01% and 99.99% of new target, salary will be 100% of new target.

Year three -

1. No less than 94% of new target.
2. If beginning salary is between 94.01% and 95.99% of new target, salary will be 96% of new target.
3. If beginning salary is between 96.01% and 97.99% of new target, salary will be 98% of new target.
4. If beginning salary is between 98.01% and 99.99% of new target, salary will be 100% of new target.

Year four -

1. No less than 96% of new target.
2. If beginning salary is between 96.01% and 97.99% of new target, salary will be 98% of new target.
3. If beginning salary is between 98.01% and 99.99% of new target, salary will be 100% of new target.

Year five -

1. No less than 98% of new target.
2. If beginning salary is between 98.01% and 99.99% of new target, salary will be 100% of new target.

Year six -

100% of new
target.

*Note: No salary will be increased by more than TBD in any one year during this implementation.

c. Tax Sheltered Annuity Contribution:

TSA Contribution for Pennridge Act 93 Group Members

As a means of rewarding leadership and to retain effective administrators in the Pennridge School District the School Board will provide a TSA contribution as follows:

Starting in the 2006-07 school term qualifying Act 93 members will receive a contribution to a TSA according to the following parameters:

- Years 1 – 5 of administrative service in the Pennridge School District
No contribution
- Year 6 of administrative service in the Pennridge School District:
\$1,000
- Years 7 - 26 of administrative service in the Pennridge School District
\$1,000 + \$100 for each year beyond year 6
- Examples:

a. 7 years of administrative service in the Pennridge School District

$$\$1,000 + \$100 = \$1,100$$

b. 11 years of administrative service in the Pennridge School District

$$\$1,000 + \$500 = \$1,500$$

c. 20 years of administrative service in the Pennridge School District

$$\$1,000 + \$1,400 = \$2,400$$

- There will be a maximum contribution of \$3,000

- d. During the life of this agreement select categories of administrators may receive additional corridor increases beyond the increase granted by the formula in order to maintain regional competitiveness. Any additional salary increases must be approved by the Board of School Directors.

C. Merit Pay

Should the Board of School Directors in its discretion decide to incorporate merit pay as part of this Act 93 Plan, such decision will be made in conjunction with the budget process where a specific "pool" of money will be set aside for this purpose. Under all circumstances, merit pay will be predicated on extraordinary and/or stellar performance based on the accomplishment of one's job targets, the execution of one's responsibilities as set forth in the applicable job description, and unanticipated areas of accomplishment or concern. Moreover, it will be the responsibility of the Superintendent of Schools to award deserving individuals with such an increment. Importantly, merit pay awarded to an administrator will become part of his/her base salary, until the target salary has been reached, upon which the next year's standard increase will be calculated. Any portion of the merit-exceeding target will not become part of the base. If the administrator is currently at target, a merit increase for that year may be awarded by the Superintendent upon approval from the Board. This merit will not become part of the administrator's base salary.

D. Earned Doctorate Increment

Those administrators with an earned doctorate shall have on an annual basis Thirteen Hundred Dollars (\$1,300.00) added to their gross salary which will not become part of the administrator's base salary upon which the next year's standard increase will be calculated.

E. Longevity Increments

1. For each year of this Act 93 Plan, those administrators with twenty (20) to twenty-four (24) years of service in public education who meet the following criteria shall have *Five Hundred Dollars (\$500.00)* added to their gross salary:
 - a. Employed by the Pennridge School District as of June 30, 1991, and
 - b. Twenty (20) years of service in public education as of June 30, 1991.
2. For each year of this Act 93 Plan, those administrators with twenty-five (25) years of service or more in public education who meet the following criteria shall have *One Thousand Dollars (\$1,000.00)* added to their gross salary:
 - a. Employed by the Pennridge School District as of June 30, 1991, and

- b. Twenty (20) years of service in public education as of June 30, 1991.
3. The above payments will be made in a lump sum in the last pay period in November of each year and *will not* become part of the administrator's base salary upon which the next year's standard increase will be calculated.

III. WORK YEAR/CALENDAR

A. Twelve (12)-Month Administrators

The work year for twelve (12)-month administrators will consist of *260 days*, which includes twenty (20) days of paid vacation and all paid holidays. The parties acknowledge that, unless agreement is reached to the contrary, the "Friday before Labor Day" and the "Monday after Thanksgiving" will be administrator workdays regardless of whether students and/or other staff are required to report to school or to work.

It is the intent of the Board of School Directors to continue to "meet-and-discuss" with the Act 93 administrators regarding any additional workdays that may be scheduled. In general, such work days will either coincide with additional days negotiated into the teachers' or secretaries' work year or will replace days, which have been traditionally regarded as "holidays" within the school calendar.

B. Middle School Assistant Principals

The work year for Middle School Assistant Principals, traditionally recognized as 10 ½-month employees, will consist of *215 workdays*, which does not include any holidays, which may be scheduled as part of the school calendar. The schedule for these 215 workdays will be developed by the Middle School Principal and forwarded to the Department of Human Resources and the Payroll Department no later than August 1 of each year. It is acknowledged, however, that extenuating circumstances may necessitate a change in such schedule during the school year. Such changes will be permissible provided that the administrator works the required 215 days.

IV. FRINGE BENEFITS

Fringe benefits will consist of those granted to the professional ("teaching") staff of the District including, but not limited to, those outlined below:

A. Group Medical Insurance Hospitalization - Major Medical

Hospitalization/Major Medical Coverage consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association.

The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of execution of this Agreement.

B. Vision Coverage

Vision Coverage consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association.

The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of execution of this Agreement.

C. Prescription Drug Coverage

Prescription Drug Coverage consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association.

The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of execution of this Agreement.

D. Dental Coverage

Dental Coverage consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association.

The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of execution of this Agreement.

E. Insurance Co-Payment

Employees selecting any of the insurance benefits outlined above shall be consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association. Employee co-pay, premium share, deductible and/or other insurance cost obligations for the insurance benefits outline above shall be consistent with those provided pursuant to the Collective

Bargaining Agreement between the Board of School Directors and the Pennridge Education Association in effect from time to time during the term of this Plan.

F. Life Insurance

Each administrator shall receive a Term Life Insurance Policy equal to two times the salary of the administrator up to a maximum of \$250,000 at District expense. Such insurance shall allow for the continuation of benefits in an individual policy at the administrator's own expense after leaving the District's employ.

Each administrator may elect to purchase, at his/her expense, additional Term Life Insurance through the District's carrier to a total limit of \$400,000.

G. Insurance Coverage During Leave

Should an administrator be granted an authorized unpaid leave, he/she shall be allowed to remain a member of all District health and insurance plans on the condition that he/she pre-pay [three (3) months] to the District the entire premium for such participation. The terms of pre-payment may be considered in a case of hardship.

H. Sick Leave

In any school year whenever an administrator is prevented by illness or accidental injury from following his/her occupation, the District shall pay to said administrator for each day of absence the full salary to which he/she may be entitled as if he/she were actually engaged in the performance of his/her duty for a period of twelve (12) days, which includes the benefit provided to professional employees under 11-1154 of the School Code. Any such unused leave shall be cumulative from year to year in the District without limitation. All or any part of such accumulated or unused leave may be taken with full pay in any or all schools years.

I. Sickness Income Benefit Plan

The Pennridge Board of School Directors will provide a Sickness Income Benefit Plan for the protection of each administrator. It is not intended that any administrator receive reimbursement which, when added to the reimbursement for loss of compensation from Workers' Compensation Benefits, Social Security Income Disability, sick benefits under this Agreement or payments from first party insurers under the Pennsylvania Motor Vehicle Financial Responsibility Law (hereafter "Primary Plans"), will exceed the actual loss of compensation by said administrator.

Benefits under this Plan are secondary to the Primary Plans.

In the event that benefits are received under this Plan; and, subsequently thereto, benefits which are reimbursement for loss of compensation are received by any administrator from any one or all of the Primary Plans, the administrator agrees to refund to the District all payments received under this Plan which are in excess of the actual loss of compensation. The refund shall not exceed the amount of benefits paid to said administrator under the Plan.

Absence from duties due to an accident or illness will be compensated under this Plan in the following manner:

- a) The administrator shall utilize all accumulated sick days.
- b) Beginning on the fourth (4th) work day after all accumulated sick leave has been exhausted, the District will compensate the administrator at 80% of his/her regular rate of pay for the period of time equivalent to the maximum number of work days scheduled for the administrator for the school year during which the sickness or injury arose resulting in the absence.
- c) The Sickness Income Benefit Plan, as described above, shall be in effect for each administrator for the duration of this Agreement.
- d) Entitlement to sick leave, as set forth above shall be governed by the provisions of the Public School Code of 1949, as amended.
- e) Any administrator who has utilized the Sickness Income Benefit Plan to the maximum number of days must return to employment in the Penridge School District for a period not less than forty (40) working days before renewing eligibility in the Plan.

J. Leave Without Pay

Each administrator shall be afforded leave without pay in accordance with District policy upon the recommendation of the Superintendent of Schools and the approval of the Board of School Directors.

K. Bereavement Leave

Whenever an administrator shall be absent from duty because of a death in his/her immediate family, there shall be no deduction in his/her salary for an

absence not in excess of three (3) school days. The Superintendent of Schools may extend the period of absence with pay in his/her discretion as the exigencies of the case may warrant.

Members of the "immediate family" shall be defined as the administrator's: father, mother, brother, sister, son, daughter, grandchild, husband, wife, parent-in-law or near relative who resides in the same household or any person with whom the administrator has made his/her home.

Whenever an administrator shall be absent from duty because of the death of a near relative, there shall be no deduction in the salary of said administrator for absence on the day of the funeral. The Superintendent of Schools may extend the period of absence with pay in his/her discretion as the exigencies of the case may warrant.

A "near relative" is defined as the administrator's: first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

L. Jury Duty

If any administrator is called for jury duty, it will be his/her responsibility to receive a statement from a court official as to the per-diem rate paid for the time served. The District will pay the difference between the jury pay and the administrator's normal per-diem rate. While on jury duty, an administrator will not be charged with this time against any of his/her leave benefits.

M. Emergency/Personal Leave

The basic purpose of the Board's Emergency/Personal Leave Policy is to make provision for a leave of absence without loss of pay for personal obligations, which cannot be scheduled for other than a school day. Each administrator is eligible for three (3) days of emergency/personal leave per school year upon request and approval by the Superintendent of Schools. Each administrator may carry over two (2) days of unused emergency/personal leave into the next school year for a maximum of five (5) days to utilize in one (1) year. An emergency/personal leave day may not be taken either before or after a day of unpaid leave.

Leave should be requested at least three (3) weeks in advance except when the nature of the request precludes the administrator from providing such notice, in which case, notice must be provided as much in advance as possible on the form provided by the Department of Human Resources.

An administrator shall be permitted at the end of any school year to request payment in the amount of fifty dollars (\$50.00) for each unused personal leave day.

N. Childrearing Leave

Any administrator who is expecting or whose spouse is expecting the birth or adoption of an infant who the administrator contemplates will reside in his/her household and who wishes to continue employment following a period of absence taken for the period of rearing the child, shall be granted a childrearing leave of absence without pay. There will be no loss of prior accrued sick leave.

Only one (1) childrearing leave may be taken for each child. The administrator shall give sixty (60) calendar days written notice to commence the childrearing leave and shall state therein the intended duration of the leave. The administrator may be eligible for up to one (1) year of leave from the effective date of said childrearing leave. If, for some reason, the administrator wishes to return before the original time granted for the leave, he/she shall request such change in writing at least sixty (60) calendar days prior to the time he/she wishes to return.

In the event of the premature termination of the pregnancy or the death of a child, the administrator may request cancellation of the leave by giving a notice of sixty (60) calendar days. The Board shall have the option of accepting less than sixty (60) calendar days notice if replacement of the administrator has not been secured by the time of notification.

O. Holidays

Each administrator shall be eligible for paid holidays as defined on the District's annual school calendar. Such calendar will denote all staff holidays and will be approved by the Board of School Directors on an annual basis.

P. Vacations

Each administrator will be eligible for twenty (20) paid vacation days per school year.

Vacation days are earned on the basis of a school fiscal year, July 1 to June 30. All vacation days should be taken within twelve (12) months after they are earned. The carry over of vacation days to a period beyond the twelve (12)-month time span is permissible only upon approval of the Superintendent of Schools.

Vacations may be taken only with prior approval from the Superintendent of Schools.

An "Absence Report" form must be completed after each vacation period and submitted to the Department of Human Resources.

Q. Banking Vacation Days for T.S.A. Contributions

Beginning June 30, 2002, each administrator may request that up to five (5) unused vacation days earned at the end of the school calendar year be designated for contribution to a tax shelter annuity plan up to the maximum yearly contribution permitted by law. For each unused vacation day, the rate of the District's contribution shall be the "per diem" rate as calculated by administrator's base salary divided by 260. This request must be placed in writing to the Superintendent of Schools by June 30 of each year. All administrative positions listed in this agreement will use the number 260 for the purpose of calculating the "per diem rate" under this section.

R. Professional Development Expenses

Each administrator shall be entitled to a maximum of Two Thousand and One Hundred Dollars (\$2,100.00) to be utilized for professional development in the form of attendance at seminars, conferences or special programs provided only that the administrator secure from the Superintendent of Schools or his/her designee prior permission to attend such seminars, conferences or special programs. These funds may also be used toward professional association expenses, such as, national/state professional memberships, curriculum scholarship associations, professional subscriptions, professional books and graduate-level textbooks.

In addition to the above allotment for professional development expenses, each administrator may designate up to three professional organizations in which yearly dues will be paid by the District without deduction from the \$2,100 stipulated in the above paragraph. These organizations must be submitted to the Business Office for dues payment in a timely manner and will be subject to review at the discretion of the Superintendent.

S. Graduate Study Expenses

Each administrator shall be entitled to reimbursement for up to twelve (12) graduate-level credits per school year as follows provided only that the administrator secure prior approval by the Superintendent of Schools or his/her designee:

For a grade of "A" Up to \$200.00 per credit or at a reimbursement rate of 75% per credit, whichever is greater.

For a grade of "B" Up to \$150.00 per credit or at a reimbursement rate of 50% per credit, whichever is greater.

Doctoral Residency Program Exception: An administrator who is enrolled in a Doctoral Residency Program approved by the Superintendent of Schools will be reimbursed an additional *One Thousand Dollars (\$1,000.00)* above and beyond the annual twelve (12)-credit limit outlined above provided that the administrator satisfactorily fulfills the requirements of said program.

An administrator who is reimbursed in accordance with the foregoing is expected to remain in the service of the District for one (1) full school year following the school year in which the Doctoral Residency Program was undertaken. If the administrator fails to return to his or her employment with the District or resigns prior to fulfilling the aforementioned one (1)-year requirement, the administrator will be required to re-pay the District all amounts reimbursed in connection with the program unless the same is waived by the Board of School Directors.

T. Other Benefits

Each administrator will be eligible to participate in the District's Flexible Spending Account Plan as well as various Tax-Sheltered Annuity Plans. Notably, the District makes no contribution to either the Flexible Spending Account Plan or the Tax-Sheltered Annuity Plans.

V. RETIREMENT BENEFITS

A. Severance Payment

An administrator with a minimum of six (6) consecutive years of service in the District who meets the following eligibility criteria and satisfies the stated notification procedures shall be entitled to a retirement payment in accordance with the following provisions:

1. The administrator must be applying for and eligible to receive either superannuation or withdrawal from the Pennsylvania School Employes' Retirement System ("PSERS") based on the regulations promulgated by PSERS at the time that he/she intends to retire.
2. The administrator must submit written notice of his/her intent to retire to the Superintendent of Schools at least ninety (90) days

prior to the intended date of retirement. Said notice must specifically detail that the administrator is applying for and eligible to receive either superannuation or withdrawal from PSERS.

3. The payment referred to herein shall be equivalent to:

- a. \$125.00 per year of service not to exceed 4,000.00 or
- b. \$40.00 per unused sick leave days earned while an employee of the school district; a maximum of 25 unused sick days transferred in from another school system where the administrator was previously employed may be "cashed in" at the rate of \$40 per day. New administrative employees will be permitted to "transfer in" the total number of sick days earned in previous school districts, but only a maximum of 25 of those days, if remaining at the time of retirement, will be permitted to be "cashed-in" at the \$40 per unused sick day amount defined above. It is understood that new administrative employees (hired after July 1, 2001) will have sick days deducted first from the sick leave total earned (12 per year) as an employee of the Pennridge School District. The remaining District earned unused sick days, plus a maximum of 25 unused "transferred -in" sick days will then be used to calculate sick leave payout at \$40.00 per day at the time of retirement.

B. Continued Medical/Hospitalization Coverage

Upon retiring pursuant to the provisions of this Act 93 Plan, an administrator and his/her spouse shall be entitled to continued medical/hospitalization coverage until the age of Medicare coverage (Age 65). The District will pay 75% of this continued coverage, and the administrator will be required to pay the remaining 25%.

VI. OTHER TERMS AND CONDITIONS

A. Business Expenses

The District shall pay directly or shall reimburse any administrator for all reasonable business expenses incurred with prior approval in the fulfillment of his/her duties hereunder, including expenditures for food, lodging and travel in accordance with District policy. The Superintendent

of Schools shall be presented with an itemized accounting of such expenditures by said administrator.

B. Liability Insurance

The District shall include each administrator in the liability insurance coverage of the District that is applicable to actions, claims or suits filed against District personnel on account of their activities as employees, agents, or officials of the District.

C. Legal Construction

If any provision of this Agreement shall be declared illegal by final decision of a court of this Commonwealth, said provision shall be deemed deleted from this Agreement and the remaining provisions shall remain in full force and effect if not otherwise affected by said deletion. This Agreement shall not be presumptively construed in favor of or against either party hereto.

D. Obligations

This Agreement and all amendments thereof shall be binding upon the parties and their successors and assigns provided, however, that any administrator may not assign any obligation arising from this Agreement without the prior written consent of the Board of School Directors.

E. Governing Law

This Agreement shall be construed under and in accordance with the laws of the Commonwealth of Pennsylvania.

F. Statutory References

All references to the Public School Code contained herein shall also refer to and incorporate any amendment or re-codification of the Code.

G. Integration

This Agreement constitutes the full and complete understanding between the parties hereto. Any attempt to modify or amend this Agreement shall be effective only upon the execution of a written document by all parties hereto embodying such changes as have been agreed upon. Any prior written agreement, documents, contracts or writings of any kind between the parties are suspended by this Agreement to the extent that they are inconsistent with this Agreement. Neither party hereto has made nor relied upon any

statement, representation or warranty not expressly set forth herein as inducement to enter into this Agreement.

VII. BOARD/DISTRICT REPRESENTATION

The representative of the Board/District in the implementation of this Act 93 Plan shall be the Superintendent of Schools and/or his/her designee.

VIII. TERM

This Act 93 Plan shall take effect on July 1, 2010 and remain in effect until June 30, 2014.

IX. SEPARABILITY

In the event that any provision of this Act 93 Plan is deemed to be contrary to law by a court of competent jurisdiction, such illegal provision shall be regarded as void and all other provisions of this Plan shall remain in full force and effect.

APPROVED by the Board of School Directors of the Pennridge School District by a vote of 9 (YES), 0 (NO), 0 (ABSENT) as of the date and year first above written.

Attest:

PENNRIDGE SCHOOL DISTRICT

Anita M. Cron
Board Secretary

Dr. Peter Yarnell, President
Board of School Directors

Act 93 Representative, Thomas J. Rutter

The Pennridge School District is an equal opportunity education institution and will not discriminate on the basis of age, race, color, national origin, religion, sex or disability in its activities, programs or employment practices as required by Title VI, Title IX, Section 504 and the Americans with Disabilities Act of 1990.

For information regarding civil rights or grievance procedures, contact the Director of Human Resources, Title IX and ADA Coordinator, District Education Center, 1200 North Fifth Street, Peckasic, PA. 18944. Telephone (215) 453-2368.

The Federal Drug-Free Workplace Act requires that the workplace be free of the illegal use of drugs. No one is allowed to use, make, sell, distribute or have in his/her possession any illegal drugs. Any violation of this Act will lead to severe disciplinary action, including dismissal.

Act93-Contract - 4/26/2010

G. Integration

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Anita M. Cron
Anita M. Cron
Board Secretary

Dr. Peter Yarnell
Dr. Peter Yarnell, President
Board of School Directors

Thomas J. Rutter
Act 93 Representative, Thomas J. Rutter

The Pennridge School District is an equal opportunity education institution and will not discriminate on the basis of age, race, color, national origin, religion, sex or disability in its activities, programs or employment practices as required by Title VI, Title IX, Section 504 and the Americans with Disabilities Act of 1990.

Act 93 Addendum

Section II. COMPENSATION

B. Target Salaries

Change title to "Salaries"

New language to replace II. B. 2. a. and II B. 2. b., "Act 93 salaries for members will follow the approved salary chart (attached) for the years 2010-11 through and including 2013-14 as adopted at the August 15, 2011 Pennridge School District Board of Directors meeting."

Section II. COMPENSATION

D. Earned Doctorate Increment

Change "\$1,300.00" to "\$1,500.00"

Section V. RETIREMENT BENEFITS

A. 3. b.

Change "\$40.00" to "\$45.00"

APPROVED by the Board of School Directors of the Pennridge School District by a vote of 9 (YES), 0 (NO), 0 (ABSENT) on September 19, 2011.

Attest:

PENNRIDGE SCHOOL DISTRICT

Anita M. Cron

Anita M. Cron
Board Secretary

Peter A. Yarnell

Dr. Peter Yarnell, President
Board of School Directors

Thomas J. Rutter

Act 93 Representative, Thomas J. Rutter

Act 93 Salaries

Name	Position	YEAR 1 2010-11 Salary	YEAR 2 2011-12 Salary	YEAR 3 2012-13 Salary	YEAR 4 2013-14 Salary
Creeden	HS Principal	\$127,000	\$129,824	\$131,975	\$134,668
Rutter	MS Principal	\$119,000	\$121,178	\$123,662	\$126,185
McAllister	MS Principal	\$119,000	\$121,178	\$123,662	\$126,185
DeBona	MS Principal	\$102,000	\$107,458	\$112,765	\$115,918
Benda	Elem. Principal	\$115,500	\$117,614	\$120,025	\$122,473
Koegler	Elem. Principal	\$115,500	\$117,614	\$120,025	\$122,473
Muenker	Elem. Principal	\$115,500	\$117,614	\$120,025	\$122,473
Brady	Elem. Principal	\$112,550	\$115,290	\$119,083	\$122,473
Ponst	Elem. Principal	\$115,500	\$117,614	\$120,025	\$122,473
Wiley	Elem. Principal	\$112,000	\$114,747	\$119,088	\$122,473
Wagner	Elem. Principal	\$115,500	\$117,614	\$120,025	\$122,473
Laboski	Asst HS Principal	\$96,500	\$98,867	\$101,631	\$104,473
Ort	Asst HS Principal	\$106,500	\$108,449	\$110,672	\$112,930
Hegen	Asst HS Principal	\$92,000	\$96,508	\$101,737	\$104,067
Schoonover	Asst HS Principal	\$106,500	\$108,449	\$110,672	\$112,930
Chamuris	Tech Coordinator	\$110,000	\$112,513	\$117,420	\$117,162
Donaldson	Asst. MS Principal	\$105,500	\$107,431	\$109,633	\$111,869
Taylor	Asst. MS Principal	\$101,164	\$103,646	\$106,543	\$109,522
Cole	Asst. MS Principal	\$93,631	\$96,729	\$100,955	\$103,780
Cotner-Davis	Supervisor	\$105,500	\$107,431	\$109,633	\$111,869
Renner	Supervisor	\$101,164	\$103,646	\$106,543	\$109,522
Kulesza	Supervisor	\$87,051	\$91,316	\$95,791	\$100,370
Smith	Supervisor	\$95,787	\$98,137	\$100,881	\$103,701
Walter	Supervisor	\$87,051	\$91,316	\$95,791	\$100,370
Solt	Supervisor	\$101,164	\$103,646	\$106,543	\$109,522
Platsch	Supervisor	\$94,000	\$98,600	\$101,363	\$104,197
Pollinchock	Supervisor	\$103,521	\$105,855	\$109,579	\$111,869
Veverka	Supervisor	\$101,164	\$103,646	\$106,543	\$109,522
Vogel	Supervisor	\$103,321	\$105,855	\$109,579	\$111,869

**PENNRIDGE SCHOOL
DISTRICT**

**NUTRITIONAL SERVICES EMPLOYEES
COMPENSATION AND BENEFITS PLAN**

July 1, 2011 – June 30, 2014

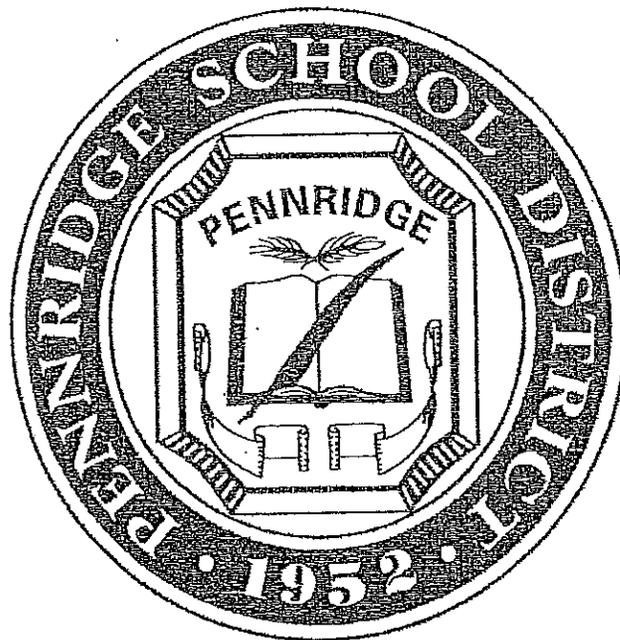


TABLE OF CONTENTS

Employees Covered.....	1
Hours of Work.....	1
Full-time.....	1
Part-time.....	1
Work Year.....	1
Summer Hours.....	1
Wages.....	2
Level I- Cafeteria Worker.....	2
Level II- Specialist (Cook/Lead Cook).....	2
Level III- Manager.....	3
Manager Work Year.....	3
Wages for Additional Services.....	3
Coverage for Specialist (Cook/Lead Cook).....	3
Coverage for Manager.....	3
Manager Trainee.....	3
Building Merit.....	3
Overtime Pay.....	4
Special Function Pay.....	4
Certifications.....	4
Time Records.....	5
Absences.....	5
Illness.....	5
Bereavement.....	5
Jury Duty.....	5
Emergency/Personal Leave.....	5
Unpaid Leave.....	6
Childrearing Leave.....	6
Life Insurance.....	7
X-Rays and Physical Exams.....	7
Probationary Periods for New Employees.....	7
Transfer and Promotional Procedures.....	7
Job Evaluations.....	7
Uniform Allowance.....	8
Worker's Compensation.....	8
Staff Development/Certification Reimbursement.....	8
Retirement.....	9
Separation.....	9
Resignation.....	9
Quit, Insufficient Notice.....	9
Abandonment of employment.....	10
Group Insurance Benefits.....	10
Eligibility for Group Insurance Benefits Participation.....	10
Representation.....	10
Term.....	11
Approved.....	11

PENNRIDGE SCHOOL DISTRICT
NUTRITIONAL SERVICES EMPLOYEES
COMPENSATION AND BENEFITS PLAN

1
2 The Board of School Directors ("Board") of the Pennridge School District ("District"),
3 pursuant to applicable provisions of the Pennsylvania School Code and after consultation with
4 affected employees, hereby adopts the following Compensation and Benefits Plan ("Plan") for
5 the District's Nutritional Services Employees, effective July 1, 2011 through June 30, 2014,
6 unless modified by the Board of School Directors.

7
8 I. Employees Covered

9 This Plan applies to Nutritional Services Employees of the District classified as *Cafeteria*
10 *Workers*, *Specialists* (cooks and bakers), and *Managers* (together with such other
11 categories or workers as the District may hereafter classify as "Employees").

12
13 II. Hours of Work

14 The Board of School Directors sets the school year for students. The number and length
15 of working days for Nutritional Services employees shall be established by the Director of
16 Nutritional Services and approved by the School Board.

17
18 A. Full-time Nutritional Services Employees:

19 At least 7+ hours per day including one thirty (30) minute unpaid break.

20
21 B. Part-Time Nutritional Services Employees:

22 As assigned, and not included under A,

23 4.25 hours to 6.75 hours including one fifteen (15) minute unpaid break.

24 Less than 4.0 hours, with zero (0) unpaid breaks.

25
26 C. Work Year: July 1 through June 30

27 Non-exempt employees are required to attend (2) half days of in-service training
28 or (1) full day of in-service prior to the beginning of the student school year.
29 Back-to-school in-service programs will be announced by the Director.

30
31 Employees will be notified by the manager if they are needed to work prior to or at
32 the end of the school year for the purpose of set-up or break down of the kitchen.

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34 D. Summer Hours: To be paid regular wages on an as needed basis.

35 III. Wages

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A. Level I – Nutritional Services Worker

A “step” reflects one (1) year of service with a start date no later than September 30. An employee who starts after September 30 will remain at the first step for the next year. The following salary schedules will be in place during the term of this Agreement:

	<u>HOURLY WAGE</u>	
	<u>2011-2014</u>	<u>2011-2014 With ServSafe</u>
Step 1	\$ 8.73	\$ 9.08
Step 2	9.03	9.38
Step 3	9.35	9.70
Step 4	9.67	10.02
Step 5	10.01	10.36
Step 6	10.26	10.61
Step 7	10.52	10.87
Step 8	10.78	11.13
Step 9	11.05	11.40
Step 10	11.33	11.68
Step 11	11.50	11.85
Step 12	11.67	12.02
Step 13	11.85	12.20
Step 14	12.03	12.38
Step 15	12.21	12.56

Nutritional Services Substitutes will be paid \$8.50 per hour.

B. Level II – Specialists (Lead Cook/Cook/)

Specialists are required to hold a current Food Safety certificate from an approved Food Safety course (i.e. ServSafe®).

	<u>HOURLY WAGE - Cook</u>	
	<u>2011-2014</u>	
Step 1	\$ 12.02	
Step 2	12.56	
Step 3	12.93	
Step 4	13.32	
Step 5	13.65	
Step 6	14.00	

	<u>HOURLY WAGE - Lead Cook - HS</u>		
	<u>2011 – 2012</u>	<u>2012-2013</u>	<u>2013-2014</u>
	\$15.00	\$15.23	\$15.46

80 C. Level III - Managers

81 Managers are required to hold a current Food Safety certificate from an approved
82 Food Safety course (i.e. ServSafe®).
83

84

	<u>ANNUAL SALARY</u>		
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
85 Elementary Manager	\$24,413	\$24,779	\$25,151
86 Middle School Manager	\$26,161	\$26,553	\$26,951
87 High School Manager	\$32,306	\$32,790	\$33,282

88

89 Managers will be eligible for an incentive increase based on profit and year end
90 evaluation. A pool of \$2,000 may be divided among managers who meet the
91 criteria. A superior evaluation and a minimum 20% increase in profit over the
92 prior year will be required to be eligible for the incentive increase. The division of
93 the pool of money available will be at the discretion of the Director of Nutritional
94 Services.
95

- 96
- 97 1. Manager Work Year - The work year for the manager will be 191 days.
98 Managers will receive an annual work calendar, prior to the start of the
99 current school year, indicating the scheduled work days per year.
100

101 D. Wages for Additional Services

- 102 1. Coverage for Specialists (Lead Cook/Cook) - A Nutritional Services
103 Worker requested to fill-in and perform some or all duties of a Level II
104 Specialist (Cook/Baker) will receive his/her base rate of pay plus an
105 additional \$.75 per hour for all hours worked in this capacity beginning
106 with the first day of the Level II Specialists (Cook/Baker) absence. The
107 rate will remain in effect until the Specialist returns or is replaced. The
108 Nutritional Services Worker assigned to fill-in for the Specialist at an
109 extracurricular event will receive the Specialists' rate of pay.
110
- 111 2. Coverage for Manager - A Level I Nutritional Services Worker or Level
112 II Specialist (Cook/Baker) requested to fill-in and perform some or all
113 duties of a Manager will receive his/her base rate of pay plus an additional
114 \$1.00 per hour for all hours worked in this temporary capacity beginning
115 with the first day of the Manager absence. The rate will remain in effect
116 until the Manager returns or is replaced.
117
- 118 3. Manager Trainee - The Director of Nutritional Services will determine
119 the placement of the employee assigned as a Manager Trainee. A Manager
120 Trainee must hold a current Food Safety Certificate from an approved
121 course (i.e. ServSafe®). The placement shall not exceed a period of six
122 months. The adjusted rate of pay will be for the Manager Trainee period,
123 only and will be an additional \$1.00 per hour added to their current rate.
124
- 125 4. Building Merit - A stipend will be awarded to all permanent employees,
126 based on the overall increase of total meal equivalents (student breakfast
127 and lunch counts, ala carte sales, adult sales, after school snack sales and
128 extra programs), and the total number of operating days for each individual

129 school. A minimum 8% increase of total meal equivalents served over the
130 previous year will be required to achieve a Building Merit award.

131 When a school reaches the participation threshold, they will be awarded a
132 Building Merit award based on maintaining the set level of participation.
133 Participation thresholds for Building Merit are as follows:
134

135	Elementary percentage of Participation	70%
136	Middle School percentage of Participation	85%
137	High School percentage of Participation	90%
138		

139 The stipend amount shall be \$100 per person for full time staff and \$75 per
140 person for part-time staff as defined in Section II. The stipend will be
141 calculated on the variance above the 8% minimum or the maintenance of
142 the required percentage of participation. The awarded stipend will be paid
143 to employees who are working at the school on September 30 of the next
144 school year. The stipend will be paid no later than October 31 of the new
145 school year.
146

147
148 5. Overtime Pay - Any non-exempt employee working overtime (more than
149 40-hours in a week) will be compensated at time and one-half of his/her
150 regular hourly rate of pay with the approval of the Director of Nutritional
151 Services. Sick and personal time utilized during the week, when hours go
152 beyond the normal worked schedule are not included when determining
153 overtime.

154
155 6. Special Function Pay - Non-exempt employees who work special events
156 (i.e., banquets), beyond the normal school day, will be compensated at the
157 normal rate of pay rate plus \$.75 per hour, up until the time where overtime
158 pay regulations go into effect.

159 Managers who work special functions will receive \$20 per hour at
160 elementary and middle schools and \$25 per hour at the high school for time
161 worked outside of their regular work day.
162

163
164 IV. Certifications - Level I non-exempt Nutritional Services employees are encouraged to
165 complete certification credentials as required by the *National Restaurant Association*
166 *ServSafe® Sanitation Certificate*.

167
168 Level II and Level III employees are required to hold a valid ServSafe® Sanitation
169 Certificate and the *Bucks County Department of Health Sanitation Certificate*. The
170 Bucks County Department of Health Sanitation Certificate fee, when required, will be
171 paid by the Food Service Department.

172
173 A. Any Level I Nutritional Services employee who holds a current certificate and
174 presents the required certification to the Director of Nutritional Services will have
175 an additional thirty-five cents (\$.35) added to his/her hourly rate.
176

177 V. Time Records - Non-exempt employees will adhere to the approved District timekeeping
178 system. Time records will be monitored by the manager and the Director of Nutritional
179 Services. The Board of School Directors governs the payday schedule.

180
181 Buddy punching (clocking in or out for a co-worker) is a serious offense and will result in
182 disciplinary action.

183 VI. Absences - All leave will be calculated hourly, based on the average daily hours worked
184 on an annual basis.
185

186 A. Illness - All Nutritional Services employees except Managers are entitled annually
187 to the equivalent of four (4) days of paid sick leave to be used when they are
188 prevented by illness or accidental injury from performing their duties. Managers
189 are entitled annually to the equivalent of nine (9) days of paid sick leave to be used
190 when they are prevented by illness or accidental injury from performing their
191 duties. The allotted hours are prorated for those employees who start after October
192 31. Any unused sick hours shall be cumulative from year to year. The District,
193 pursuant to the Public School Code of 1949, retains the right to request and receive
194 medical verification of the use of any paid sick leave.
195

196 Nutritional Services employees who are absent for five (5) or more consecutive
197 days as a result of illness or accidental injury must produce, upon their return to
198 work, a note from a medical doctor verifying the illness or accidental injury.
199

200 Eligibility for sick leave shall be earned upon satisfactory completion of the
201 probationary period. The accumulation of sick leave shall begin with the first day
202 of work following the 90-day probationary period.
203

204 B. Bereavement - Whenever a Nutritional Service part-time or full-time employee is
205 absent from duty because of the death of an immediate family member, there shall
206 be no deduction in pay for an absence of up to three (3) school days. Members of
207 the immediate family shall be defined as the employee's parent, sibling, spouse,
208 child, parent-in-law, near relative who resides in the same household, or any
209 person with whom the employee has made his/her home.
210

211 Whenever a part-time or full-time employee is absent from duty because of the
212 death of a near relative, there shall be no deduction in pay for the day of the
213 funeral. A near relative shall be defined as the employee's grandparent,
214 grandchild, aunt, uncle, brother-in-law, sister-in-law, niece, nephew or first cousin.
215

216 C. Jury Duty - If a Nutritional Services employee is called for jury duty, it will be
217 the employee's responsibility to receive a statement from a court official as to the
218 per diem rate paid for the time served. The District will pay the difference
219 between the jury pay and the normal per diem rate of the employee as per School
220 Board Policy 542.
221

222 D. Emergency/Personal Leave - The basic purpose of this provision is to
223 accommodate a leave of absence without loss of pay for personal obligations,
224 which cannot be scheduled for other than a school day. The hour's equivalent to
225

226 two (2) such days, based on the average daily hours worked on an annual basis, is
227 permitted in each school year upon the approval of the Director of Nutritional
228 Services and the Director of Human Resources.

229
230 Leave should be requested at least three (3) weeks in advance except when the
231 nature of the request precludes the employee from providing such notice. Under
232 those circumstances, notice must be provided as much in advance as possible on
233 the form provided by the Department of Human Resources.

234
235 An emergency/personal leave day may not be taken either before or after a day of
236 unpaid leave.

237
238 An unused emergency/personal day is not accumulated from one year to the next
239 year. Two (2) emergency/personal leave days may be converted to an
240 accumulated sick leave day if not used in the current school year and will be
241 converted on July 1 of the following year into two (2) sick days.

242
243 E. Unpaid Leave - Although the District does not encourage requests for unpaid
244 leave, as it is important to the educational program that all Nutritional Services
245 employees be available during the school year, it is acknowledged that
246 circumstances may necessitate the granting of such requests, including, but not
247 limited to, those situations where an employee has utilized all available sick leave
248 and emergency/personal leave. The Director of Nutritional Services must approve
249 all requests for unpaid leave in advance. The granting of unpaid leave is in
250 accordance with District policy upon the recommendation of the Superintendent
251 and the approval of the Board of School Directors. The employee must respond in
252 writing of their intentions within two weeks of the scheduled return date.

253
254 F. Childrearing Leave - A Nutritional Services employee or spouse who is
255 expecting the birth or adoption of an infant who the employee contemplates will
256 reside in her/his household and who wishes to continue employment following a
257 period of absence taken for the period of rearing the child, shall be granted a
258 childrearing leave of absence without pay. There will be no loss of prior accrued
259 sick leave or seniority.

260
261 Only one (1) childrearing leave may be taken for each pregnancy, or adoption. In
262 the case of a multiple birth or the adoption of multiple children, there shall be only
263 one (1) childrearing leave. The employee shall give 60-calendar day's written
264 notice to commence the childrearing leave and shall state therein the intended
265 duration of the leave. The employee may be eligible for up to one (1) year of
266 leave from the effective date of said childrearing leave; said employee shall
267 request such change in writing at least 60 calendar days prior to the time she/he
268 wishes to return. The Board shall have the option of accepting or rejecting such
269 requested changes. Should the employee wish to return at the beginning of a
270 school term, written request to do so must be received prior to May. The
271 employee shall return to his/her former position if it still exists or a comparable
272 position if the former position no longer exists.
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In the event of the premature termination of the pregnancy or the death of a child, an employee may request cancellation of the leave by giving a notice of 60 calendar days.

The Board shall have the option of accepting less than 60 calendar days notice if replacement of said employee has not been secured by the time of notification.

VII. Life Insurance

The Nutritional Services Department shall pay the premium for life insurance coverage in the amount of \$50,000 for each Manager subject to the completion of a ninety (90) -day probationary period for new employees. Such insurance shall allow for the continuation of benefits at the employee's expense after leaving the District. Within thirty-one (31) days following termination of employment, the employee may convert all or part of his/her group life insurance at their own expense.

VIII. X-Rays and Physical Exams

All Nutritional Services employees are required to have an initial physical examination as a condition of employment, and as required by the Pennsylvania Department of Education and the District.

IX. Probationary Periods for New Employees

- A. All new Nutritional Services employees are subject to a probationary period of ninety (90) calendar days. Calendar days are calculated within the school year (September-June).
- B. Except as specifically provided herein, no benefits under this Plan shall be available to a new employee during his/her probationary period, and termination of employment can occur during such period for any reason at the complete and sole discretion of the Pennridge School District.

X. Transfer and Promotional Procedures

Position openings for Nutritional Services personnel within the District shall be listed by job description and will be posted in all school buildings. Current employees will be considered for position openings before substitutes. External candidates will be considered only after consideration has been given to current Nutritional Services employees and substitutes. If a current Nutritional Services employee is transferred to another position, he/she will be subject to the following probationary period for the purpose of job performance but will receive the rate of pay listed for the position:

- Building Change -- forty-five (45) calendar days
- Cook or Baker Position -- sixty (60) calendar days
- Manager Position -- ninety (90) calendar days

As a Nutritional Services employee of the Nutritional Services Department, an individual is considered an employee of the Pennridge School District and not of a particular school. The Nutritional Services Department reserves the right to transfer any employee to another school based on the needs of the Department and the District.

XI. Job Evaluations

Nutritional Services employees will receive two performance evaluations per year on the evaluation form for support staff approved by District Administration. Three copies will be made of the signed form to be placed in the Managers, Nutritional Services, and

323 Human Resources offices. Employees receiving an unsatisfactory rating will be given
324 thirty (30) calendar days to satisfactorily implement the improvement plan. A third
325 evaluation form will be completed. If a satisfactory rating is achieved, further action will
326 not be taken. If an unsatisfactory rating is maintained, the employee will be
327 recommended for termination.

328

329 **XII. Uniform Allowance**

330 Permanent employees, excluding substitutes, working 5 or more hours per day shall be
331 reimbursed up to one hundred twenty-five dollars (\$125) for employee uniforms.
332 Permanent employees working less than 5 hours per day shall be reimbursed up one
333 hundred dollars (\$100) for employee uniforms. Permanent employees starting after
334 January 1st will receive a uniform allowance of forty dollars (\$40.00) for that year.

335 Reimbursement will be paid to new employees, excluding substitutes, upon satisfactory
336 completion of the ninety (90) calendar day probationary period. Permanent employees are
337 required to submit his/her receipts for uniforms, shoes, stockings and hairnets. Receipts
338 for any other clothing will not be accepted. Reimbursement will be only in the amount of
339 acceptable receipts as determined by the Director of Nutritional Services. Receipts must
340 be received in the Nutritional Services Office by September 30 of the current school year,
341 and payment will be made at the end of November.

342 All employees must be uniformly attired including hair restraints as per the current PA
343 Food Code, Bucks County Food Code and the *Pennridge School District Nutritional*
344 *Services Dress Code*. This includes all regular duty and extra-curricular activities. The
345 Dress Code is posted in each school cafeteria and available upon request from the
346 Nutritional Services office.

347

348

349

350 **XIII. Worker's Compensation**

351 The Board provides Worker's Compensation to its employees. The District has an
352 approved written procedure for reporting accidents or injuries that occur while at work.
353 The District maintains an approved list of physicians that must be used for Worker's
354 Compensation. The approved written procedures must be followed. If these procedures
355 are not followed, the District will not be held responsible for any outstanding liability.
356 The list of approved written reporting procedures, as well as, the list of approved
357 physicians are available from the Nutritional Services Director and/or posted in each
358 cafeteria.

359

360 **XIV. Staff Development/Certification Reimbursement**

361 The District recognizes the importance of training for all employees in the Nutritional
362 Services Department. Staff development programs will be offered when available and
363 appropriate. Non-exempt employees will utilize the District timekeeping system when
364 attending training programs. Costs associated with mandatory training will be paid by the
365 District.

366 Reimbursement for training leading to the National Restaurant Association ServSafe®
367 Sanitation certificate will be made for employees working in a permanent, position.
368 Reimbursement for re-certification will be made after the aforementioned certificate is
369 presented to the Nutritional Services Office.

370

371

372 **XV. Retirement**

373 Upon the retirement of a Nutritional Services employee who works a minimum of three
374 (3) hours per day (500 hours per year) with a minimum of six (6) consecutive years of
375 service in the District, the District shall make a retirement payment in accordance with the
376 following provisions:

- 377
- 378 **A.** The Nutritional Services employee must submit written notice of his/her intention
379 to retire to the District Superintendent on or before ninety (90) days of the
380 intended date of retirement. Notice received after the above specified time may
381 constitute just cause for the payment to be denied.
- 382
- 383 **B.** The Nutritional Services employee must be applying for and eligible to receive
384 superannuation, disability, or withdrawal retirement [a monthly benefit] from the
385 *Pennsylvania School Employees' Retirement System (PSERS)* pursuant to the
386 regulations of that system. Withdrawal Retirement as used herein shall be limited
387 to employees in the T-A class (1/140) T-D class (1/120) with credit for at least 25
388 years of service; but less than 35 years and who have not reached superannuation
389 retirement age. The notice submitted by the employee must also confirm his/her
390 eligibility to receive either superannuation or withdrawal retirement from the
391 retirement system.
- 392
- 393 **C.** A full-time retiree who has met the requirements in (B) above and has been
394 enrolled in one of the District's medical plans for at least three- (3) years prior to
395 retirement and who is not eligible for Medicare shall be permitted to purchase the
396 prevailing Insurance coverage at the District's established group rate.
- 397
- 398 **D.** The payment referred to herein shall be as follows:
399 For employees who work 1,000 hours or more per year:
400 1) \$100.00 per year of service, not to exceed \$3,000.00
401 Or
402 2) \$3.00 per hour of accumulated sick time, not to exceed \$6,000.00
403 whichever is greater.
- 404
- 405 For employees who work 500 to 999 hours per year:
406 1) \$50.00 per year of service, not to exceed \$1,500.00
407 Or
408 2) \$3.00 per hour of accumulated sick time, not to exceed \$2,000.00,
409 whichever is greater.

410

411 **XVI. Separation**

412 Any employee intending to resign is expected to give a minimum of two (2) weeks notice
413 in writing to the Director of Nutritional Services who will then forward it to the Director
414 of Human Resources for action by the Board of School Directors.

- 415
- 416 **A. Resignation** – Should an employee give adequate written notice, his/her file shall
417 reflect the designation "Resigned."
- 418
- 419 **B. Quit, Insufficient Notice** – Should an employee fail to give adequate written
420 notice, his/her file shall reflect the designation "Quit, Insufficient Notice."

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- C. Abandonment of employment- Should an employee fail to contact the Nutritional Services Manager or Director regarding their employment after a leave of absence or absent from work for two (2) consecutive days without notifying his/her supervisor during this time, the district will note "abandonment of employment" and his/her file shall reflect such a designation.

XVII. Group Insurance Benefits

The District offers each employee meeting the noted eligibility requirements participation in the following group insurance plans: *Hospitalization/Major Medical, Prescription, Vision, and Dental Coverage*, consistent with that provided pursuant to the Collective Bargaining Agreement between the Board of School Directors and the Pennridge Education Association.

XVIII. Eligibility for Group Insurance Benefits Participation

- A. Nutritional Services employees scheduled to work more than seven (7) or more hours a day, are eligible for: *Hospitalization/Major Medical, Prescription, Vision, and Dental Coverage* plans as specified in Sections B and C below. The Board will determine the applicable monthly premium for all such selected coverage.

- B. Nutritional Services Managers scheduled to work seven and one-half (7.5) hours per day or longer are eligible for coverage, either individual, husband and wife, or family with the Nutritional Services Department contributing 90% of the monthly premium cost and the employee contributing 10% of the monthly premium cost for the 2011-2012 school year. For the remainder years of the contract (2012-2014) the Board will determine the applicable monthly premium for all such selected coverage. Nutritional Services Specialists scheduled to work more than seven (7) hours but less than seven and one-half (7.5) hours a day, are eligible for coverage, either individual, husband and wife, or family, with the Nutritional Services Department contributing 50% of the monthly premium cost and the employee contributing 50% of the monthly premium cost.

- C. Employees who have maintained continuous employment and continuous health care coverage since the 1993-1994 school year may continue such eligibility even though they may not be scheduled to work the required "more than six (6) or seven (7) hour work day. However, such employees will lose eligibility for benefit coverage if they have had a break in service or have dropped coverage.

The district will continue to pay for benefits for these employees under the employees' current plan selection as of the 2005 - 06 school year. The employee will be responsible for any additional cost increases (contributions) in subsequent years.

- D. Insurance coverage during leave: Nutritional Services employees granted an authorized Board-approved leave will be allowed to remain members of all District Health and Insurance plans in accordance with current COBRA guidelines.

467 **XIX. Representation**
468 The representative of the District in the implementation of this Plan shall be the
469 Superintendent or his/her designee.
470

471 **XX. Term**
472 As indicated above, this Plan shall take effect on July 1, 2011 and shall remain in effect
473 until June 30, 2014, unless modified by the Board of School Directors.
474

475 This Plan is not an exclusive statement of District policies, rules, regulations, or laws
476 affecting employees or the terms and conditions of their employment.
477

478 **APPROVED** by the Board of School Directors of the Pennridge School District
479 on 10-17-11
480

481 Attest:

PENNRIDGE SCHOOL DISTRICT

482
483 Anita M. Cron
484 Anita M. Cron, Secretary
485 Board of School Directors
486
487

By: Peter A. Yarnell
Dr. Peter Yarnell, President
Board of School Directors

488 Witness:

489
490 Ray Scarpantonio
491 Ray Scarpantonio, Director of Human Resources
492 District Representative
493
494
495

The Pennridge School District is an equal opportunity education institution and will not discriminate on the basis of age, race, color, national origin, religion, sex, or disability in its activities, programs, or employment practices as required by Title VI, Title IX, Section 504, and the Americans With Disabilities Act.

For information regarding civil rights or grievance procedures, contact Director of Human Resources, Title IX and ADA Coordinator, District Education Center, 1506 North Fifth Street, Perkasie, PA 18944. Telephone Number: (215) 453-2715.

The Federal Drug-Free Workplace Act requires that the workplace be free of the illegal use of drugs. No one is allowed to use, make, sell, distribute, or have in his/her possession any illegal drugs. Any violation of this Act will lead to severe disciplinary action, including dismissal.

Nutritional Services/Comp. and Benefits Plan--2011-2014

INDEX

Absences.....	5
Bereavement.....	5
Childrearing Leave.....	6
Emergency/Personal Leave.....	6
Illness.....	5
Jury Duty.....	5
Unpaid Leave.....	6
Approved.....	11
Certifications.....	4
Eligibility for Group Insurance Benefits Participation.....	10
Employees Covered.....	1
Group Insurance Benefits.....	10
Hours of Work.....	1
Full-time.....	1
Part-time.....	1
Summer Hours.....	1
Work Year.....	1
Job Evaluations.....	7
Life Insurance.....	7
Probationary Periods - New Employees.....	7
Representation.....	11
Retirement.....	9
Separation.....	9
Abandonment of Employment.....	10
Quit, Insufficient Notice.....	10
Resignation.....	10
Staff Development/Certification Reimbursement.....	8
Term.....	11
Time Records.....	5
Transfer and Promotional Procedures.....	7
Uniform Allowance.....	8
Wages.....	2
Level I - Cafeteria Worker.....	2
Level II - Specialist (Cook/Lead Cook).....	2
Level III - Manager.....	3
Managers Work Year.....	3
Wages for Additional Services.....	3
Coverage for Specialist (Cook/Lead Cook).....	3
Coverage for Manager.....	3
Manager Trainee.....	3
Building Merit.....	3
Overtime Pay.....	4
Special Function Pay.....	4
Worker's Compensation.....	8
X-Rays and Physical Exams.....	7

COLLECTIVE BARGAINING AGREEMENT

BETWEEN THE

**PENNRIDGE EDUCATIONAL
SUPPORT PROFESSIONALS ASSOCIATION**

AND THE

**PENNRIDGE
BOARD OF SCHOOL DIRECTORS**

**July 1, 2011
to
June 30, 2013**

TABLE OF CONTENTS

Recognition.....	1
Term of Agreement.....	1
No Strike-No Lock-Out Provision.....	1
Wage Provisions.....	1
Other Employee Benefits and Conditions of Employment.....	1
Grievance Procedure.....	1
Other Items of Agreement.....	2
Waivers.....	2
Conformity to Law-Savings Clause.....	2
Modification of Agreement.....	2
Effective Date and Signature.....	2
Appendix A.....	3
Basic Salary Schedule.....	3 & 7
New Hires.....	3
Salary Step Placement for Transfers within Bargaining Unit.....	4
Longevity.....	4
Temporary Promotions and Long-Term Substitute Service.....	5
Appendix B.....	8
Definitions.....	8
Work Day.....	11
Lunch Period.....	11
Duty Free Break.....	11
Holidays.....	12
Summer Hours.....	13
Vacations.....	13
Earned Vacation Calculation.....	13
Sick Leave.....	14
Sickness Income Benefit Plan.....	16
Leave Without Pay.....	17
Bereavement Leave.....	17
Jury Duty.....	17
Emergency/Personal Leave: Administrative/Student Services.....	17
Custodial/Maintenance.....	18
Transportation.....	18
Childrearing Leave.....	18
Military Duty.....	19
Group Medical Insurance Benefits -- Health Insurance.....	19
Vision.....	20
Prescription.....	20
Dental.....	20
Insurance Co-Payment for Administrative/Student Services Employees and Custodial/Maintenance Employees.....	21
Non-Eligible Administrative/Student Services Employees.....	22
Bus Drivers and Bus Aides.....	22
Life Insurance.....	23

Insurance Coverage During Leave.....	23
Retirement Pay.....	23
Separation.....	25
Weather Conditions.....	25
Administrative/Student Services.....	25
Transportation.....	26
Safe Working Conditions.....	26
Elementary and Secondary Education Act of 2002.....	26
Teaching Assistant In-service.....	26
Appendix "C" - Grievance Procedure.....	27
Miscellaneous.....	28
Appendix "D" - Other Items Agreement.....	29
Personnel Files.....	29
X-Rays, Physical Examinations and Licenses.....	29
Pay Periods.....	29
Driver Training.....	30
Overtime.....	30
Posting of Vacancies.....	30
Additional Driving Duties.....	32
Definition of Runs.....	32
Job Responsibilities for Transportation Employees.....	34
Job Responsibilities for Custodial and Maintenance Employees.....	34
Seniority.....	34
Transfers Between Classifications.....	36
Guidelines for Reduction in Force.....	36
Notification.....	36
Distribution of Remaining Positions When Massive Layoffs Occur.....	37
Bumping.....	37
Employee Recall.....	37
Due Process.....	38
Rights of Association.....	39
Use of District Facilities, Supplies and Information.....	39
Dues Deductions.....	39
Meet-And-Discuss.....	40
Association Leave.....	40
Maintenance of Membership.....	40
Fair Share.....	40
New Hires.....	41
Evaluations.....	41
No Reprisals.....	41
Distribution of Agreement.....	41
Management Rights and Transportation Services.....	41
Effective Date and Signature.....	42

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4 **COLLECTIVE BARGAINING AGREEMENT**

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15 **I. RECOGNITION**

16 The Pennridge Board of School Directors ("Board") recognizes the Pennridge
17 Educational Support Professionals Association ("Association") as the sole and
18 exclusive bargaining representative for secretaries, clerks, aides, special education
19 aides, transportation aides, nurse assistants, bus drivers, van drivers and custodial and
20 maintenance employees and excluding professional employees, management level
21 employees, supervisors, first-level supervisors, confidential employees and guards as
22 certified by the Pennsylvania Labor Relations Board, Case Number PERA-R-97-644-
23 E dated March 5, 1998 and PERA-R-06-441-E.

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35 **I. TERM OF AGREEMENT**

36 The term of this Agreement shall begin on July 1, 2011 and shall continue in full
37 force and effect until June 30, 2013.

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47 VI. OTHER ITEMS OF AGREEMENT

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49 Other items of a general nature that have been agreed to by the Pennridge Educational
50 Support Professionals Association and the Pennridge Board of School Directors are
51 listed in Appendix "D" attached hereto and made part of this Agreement.

52
53 VII. WAIVERS

54
55 The parties agree that all negotiable items have been discussed during the
56 negotiations leading to this Agreement and that no additional negotiations on this
57 Agreement will be conducted on any item contained or not contained herein during
58 the term of this Agreement.

59
60 VIII. CONFORMITY TO LAW – SAVINGS CLAUSE

61
62 If any provision of this Agreement is or shall at any time be contrary to law, then such
63 provision shall not be applicable or performed or enforced except to the extent
64 permitted by law, and any substitute action shall be subject to appropriate
65 consultation and negotiation with the Association.

66
67 In the event that any provision of this Agreement is or shall at any time be contrary to
68 law, all other provisions of this Agreement shall continue in effect.

69
70 IX. MODIFICATION OF AGREEMENT

71
72 This Agreement shall not be modified except by written amendment duly ratified and
73 agreed to by both parties, such written amendment to be physically attached to the
74 official copies hereof.

75
76 X. EFFECTIVE DATE AND SIGNATURE

77
78 This Agreement is to be effective as of July 1, 2011. In witness whereof, the parties
79 hereto have caused these presents to be executed by their duly authorized officers and
80 their respective corporate seals to be affixed hereto after due and proper action
81 authorizing the same, intending that both parties be legally bound hereby this
82 17th day of October, 2011.

83
84 PENNRIDGE BOARD
85 OF SCHOOL DIRECTORS

86
87 BY: Robert A. Yarnall

88
89 ATTEST: Whitman

PENNRIDGE EDUCATIONAL
SUPPORT PROFESSIONALS ASSOC.

BY: E. P. P. Allison

ATTEST: Lisa A. Lewis

APPENDIX "A"

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1. BASIC SALARY SCHEDULE

The Basic Salary Schedule for all members of the bargaining unit will be in effect from July 1, 2011 through June 30, 2013, including Step increases, where applicable.

2. NEW HIRES

Administrative/Student Services, Custodial and Maintenance employees newly hired by the District into a bargaining unit position will be compensated at 90% of the first step [Group 1] of the applicable level of the salary schedule during the 60 calendar days probationary period.

Service is considered broken whenever an employee retires, resigns or is discharged for cause, and thus an employee will be treated as a "new hire" upon return to the District.

The Board may waive the ninety percent (90%) applicable wage rate during the sixty (60) calendar days probationary period in its discretion.

All drivers will be required to possess a valid CDL license to drive a bus. All new Transportation employees hired are subject to a probationary period of sixty (60) calendar days. The District shall waive the probationary period for any new full-time bus driver who has satisfactorily worked as a substitute bus driver (in the discretion of the District) for at least one (1) year immediately preceding the start of full-time work. The substitute driver must work a minimum of sixty (60) calendar days in that one (1) year period in order to have this probationary period waived pursuant to the determination that he/she has satisfactorily performed in this capacity.

It is understood by all parties to this Agreement that an employee serving the aforementioned sixty (60) calendar days "probationary period" may be discharged at any time during the probationary period by the District at its discretion without recourse by the employee. In other words, it is specifically understood that the decision to retain an employee's services at any time during this probationary period is solely within the discretion of the District.

Except as specifically provided herein, no benefits under this Agreement shall be made available to a new employee during his/her probationary period. New employees shall be eligible to participate, at their own expense, only in Blue Cross/Blue Shield Keystone HMO health care plan during their sixty (60) calendar days probationary period, but shall be eligible to change health care plans the July 1st immediately following the successful completion of their probationary period.

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3. TRANSFERS WITHIN BARGAINING UNIT

Employees who are involuntarily transferred from one employment category to another will receive the rate of pay for the job to which they are involuntarily transferred or their previous position, whichever is greater at the time of transfer. However, the rate of pay will be "red circled" until the wage rate for the classification exceeds that of the "red circled" wage rate.

If the existing job should re-open within a two year window, said employee will be given the opportunity to return to the position from which they were previously transferred provided that their performance was satisfactory.

Administrative/Student Services employees, with more than one (1) year of service in the District, who transfer from one employment category to another; e.g., clerk to secretary, will be paid at the Group 1 rate for sixty (60) calendar days, after which they will move to Group 2 until they have reached their eighth (8th) year of service in that new category.

Employees who transfer from one employment category to another, and are serving the sixty (60) calendar days probationary period for pay and performance evaluation purposes in the new position shall be eligible to receive the same benefits of this Agreement provided for non-probationary employees in the same employment category.

4. LONGEVITY

Longevity payments for Administrative/Student Services employees are to be made in a lump sum in November to employees hired prior to December 31, 1974 for twenty-five (25) or more years of service in the District.

The amount of the longevity payment is determined by the following formula:

- A. 10 1/2- and 12-month employees: \$600 in Years 25+
- B. 186 days/6+ hours per day & 180 days/6+ hours per day: \$400 in Years 25+
- C. 180 days/3 hours per day: \$200 in Years 25+

The following payments are made in lump sum in November for continuous years of service in the District to Transportation employees hired prior to December 31, 1979:

20-24 years	\$400.00
25+ years	\$600.00

183 Substitute drivers hired in this capacity prior to December 31, 1979 and with
184 twenty (20) years experience of a minimum of sixty (60) driving days per year
185 receive \$100.00. In order to receive one (1) year of credit, a substitute driver
186 must drive at least sixty (60) days in that year.

187
188 **Custodial/Maintenance Employees:**

- 189 A. Longevity payments in the amount of \$600.00 will be made in lump sum in
190 November for continued years of service in the District to employees hired
191 prior to December 31, 1976.
192 B. Merit Pool: An annual merit pool of \$2,500.00 will be made available to be
193 divided amongst all employees. These payments will be based on an annual
194 evaluation system as agreed to by both parties.
195 C. Stipend: A Stipend will be paid to professionally trained and certified
196 bargaining members based upon a schedule of values prepared by district
197 administration. The total amount of this stipend program will be \$5,985.00.
198 Criteria will be reviewed by both parties.

199
200 **5. TEMPORARY PROMOTIONS AND LONG-TERM SUBSTITUTE**
201 **SERVICE**

202
203 **Administrative and Student Services:**

204
205 Effective on the fifth (5th) work day of the assignment, employees temporarily
206 assigned to a higher paid position shall receive his/her base pay plus an
207 additional \$2.00 per hour for hours worked in this temporary capacity.

208
209 Effective on the thirtieth (30th) work day of the assignment long-term
210 substitute employees shall be paid at the starting rate for the position to which
211 they are assigned retroactive to the first work day of the assignment, and for
212 the duration of the assignment subject to the salary provisions of Appendix A,
213 Item 3.

214
215 If the position is known at the time of assignment to require a substitute for
216 more than the thirty (30) work days, then pay shall be effective from the first
217 work day of the assignment for the duration of the assignment subject to the
218 salary provisions of Appendix A, Item 3.

219
220 **Custodial and Maintenance Employees:**

221 Building Facility Manager coverage for Custodial and Maintenance
222 Employees: When a Regular Custodian is asked to fill-in and perform some
223 or all duties of a Building Facility Manager, the Regular Custodian will
224 receive his/her base pay rate plus an additional \$1.00 per hour for all hours
225 worked in this temporary capacity.

226
227 Long term substitute employees shall be afforded all benefits of regular
228 employees of the District during their long term assignment when it is known
229 at the time of hire that the long term position was initiated for a period of

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more than 90 work days. Additionally, beginning the ninety-first (91st) work day of the long term assignment, the long term substitute will become eligible for benefits during the remainder of the long term assignment.

SALARY SCHEDULE

	2011	2012
Secretaries	2012	2013
Group 1= New hire=1yr / transfer emp=60 days	\$17.87	\$18.12
Group 2 = 2-7 years	19.80	20.08
Group 3 = 8+ years	20.80	21.09
Clerks/Receptionists		
Group 1= New hire=1yr / transfer emp=60 days	\$13.76	\$13.95
Group 2 = 2-7 years	15.46	15.68
Group 3 = 8+ years	17.15	17.39
Classroom and Special Assignment Teaching Assistants		
Group 1= New hire=1yr / transfer emp=60 days	\$14.86	\$15.06
Group 2 = 2-7 years	16.68	16.91
Group 3 = 8+ years	18.20	18.46
Custodial		
Secondary Building Facility Managers	\$26.96	\$27.34
Elementary Building Facility Managers	25.44	25.80
Regular Custodian/Part Time Custodian	20.34	20.63
Skilled Maintenance, Carpenter, Plumber, Electrician, HVAC Mechanic, Head Auto Mechanic, Diesel and Auto Mechanic	28.25	28.65
Regular Maintenance, Regular Mechanic, Seasonal Groundskeeper and Floating Building Facilities Manager	25.80	26.16
Food Service Maintenance/Delivery	20.63	20.92
Shift Supervisor Custodian	21.98	22.29
Bus Drivers		
Level 1= New hire=1yr / transfer emp=60 days	\$19.91	\$20.19
Level 2 = 2-3 years	21.03	21.32
Level 3 = 4+ years	21.65	21.95
Additional Driving Duties	\$20.10	\$20.38
Bus Aides		
Level 1= New hire=1yr / transfer emp=60 days	\$14.86	\$15.06
Level 2 = 2-3 years	16.68	16.91
Level 3 = 4+ years	18.20	18.46
Staff Nurses - RN		
Group 1= New hire=1yr / transfer emp=60 days	\$19.10	\$19.37
Group 2 = 2-7 years	20.41	20.70
Group 3 = 8+ years	21.49	21.79
Staff Nurses - LPN		
Group 1= New hire=1yr / transfer emp=60 days	\$14.71	\$14.92
Group 2 = 2-7 years	16.68	16.91
Group 3 = 8+ years	18.13	18.38

APPENDIX "B"

OTHER EMPLOYEE BENEFITS AND CONDITIONS OF EMPLOYMENT

1. DEFINITIONS

Administrative/Student Services Employees:

A. Full-Time Employees:

8 hours per day for a minimum of 10 months per year (1,820 hours minimum). As a matter of clarification, full-time 10 ½-month secretaries work and are paid for 1,820 hours per year or 227 ½ eight (8)-hour days, including those days designated as holidays during the school year.

B. Part-Time Employees: Anything less than Section A.

C. Special Education Classroom Teaching Assistants:

Those Teaching Assistants who are assigned to a classroom as part of the District's Special Education program and those employees hired as Special Education Classroom Teaching Assistants will be provided with all seniority, furlough and recall rights as provided in Appendix "D" of this Agreement. Classroom Teaching Assistants also will be provided with five (5) additional workdays per year beyond the student year for in-service training and instructional planning. Such days will be scheduled during the development of the Administrative/Office Calendar.

D. Special Assignment Teaching Assistants and Over Enrollment Teaching Assistants:

Those Teaching Assistants hired for the purpose of addressing a specific student's (or students') Individual Education Plan(s) (IEP(s)). Special Assignment Teaching Assistants will not be provided with seniority, furlough and recall rights provided in Appendix "D" of this Agreement. They will, however, accrue service credit for purposes of salary step placement and will be given first consideration for any vacant Classroom Teaching Assistants positions should/when their special assignments terminate. In addition, those employed as Special Assignment Teaching Assistants will be given bidding rights to other "special assignment" positions.

Additionally, Special Assignment Teaching Assistants and Over Enrollment Teaching Assistants who are furloughed will be the first person(s) offered substitute teaching assistant positions for the remainder of any school year. If accepted, their current rate of pay will be continued through the remainder of the school year for time in which they substitute.

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Special Assignment Teaching Assistants who apply for and are awarded a Classroom Teaching Assistant position shall have their seniority credited to the first day of employment with the Pennridge School District as a Special Assignment Teaching Assistant provided their service has been continuous. Seniority shall not be lost if the employee is furloughed because of a reduction in staff.

Special Assignment/Over Enrollment Teaching Assistants also will be provided with five (5) additional workdays per year beyond the student year for in-service training and instructional planning. Such days will be scheduled during the development of the Administrative/Office Calendar.

P.E.S.P.A. will have the right to question the Administration's designation of any Teaching Assistant position as one constituting a "special assignment"

E. AIP and Science Department Lab Assistants:

Those Teaching Assistants assigned to support the AIP, and the High School Science Department Lab program. These employees shall be provided with all seniority, furlough and recall rights as provided in Appendix "D" of this Agreement. AIP and Science Lab Assistants also shall be provided with five (5) additional workdays per year beyond the student year for in-service training and instructional planning. Such days will be scheduled during the development of the Administrative/Office calendar.

F. Staff Nurses:

Those Staff Nurses assigned to support the District's health services program. Staff Nurses shall be provided with one (1) additional workday per year beyond the student year for in-service training and record preparation. One (1) additional day each year may be scheduled at the discretion of the Superintendent.

G. Transportation Employees:

Regular Driver:

Those drivers employed by the Board of School Directors for a specific run, runs or assignment. In order to be classified as a "Regular Driver" entitled to receive leave benefits, participation in the District's medical insurance plans, longevity, seniority and the retirement severance pay provided herein, the individual must be assigned to work at least four (4) hours a day.

A regular driver is assigned to a particular route, transporting students, both AM and PM to specific schools, as delineated by the school calendar.

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Regular drivers shall have a guaranteed, daily, minimum number of hours, but no less than four (4) hours per day during the student year, to be calculated as follows: the minimum will be determined at the beginning of each school year. The factors involved in that determination will include, but not be limited to the following: the amount of time the computer program projects (when it formulates the route), the amount of time it takes the assigned driver to complete the proposed route (this would be an average of the daily route times for the first two weeks of school), and a conference between the assigned route driver and the Director of Transportation, following the two week trial period.

Temporary increases or decreases in the time required to complete a run, such as those resulting from student absences or other temporary changes, will not affect the driver's daily minimum hours as calculated above, provided however, that in the event of a permanent increase or decrease in the time needed to complete a run due to changes in the student transportation needs throughout the school year, such as a driver's roster change, the regular driver's time will be adjusted up or down in fifteen (15) minute increments, but shall not fall below four (4) hours per day.

Regarding bus drivers who have home buses, (drivers who take the bus home and begin and end their work day at home), the starting and finishing times for all runs will be calculated from either the Penridge School District vehicle lot, located on 5th Street, Perkasio, PA, or the driver's home, whichever is less.

I. Regular Substitute Driver:

A substitute driver will report to work and be assigned a run as needed. The substitute driver will be guaranteed a minimum of four (4) hours of work each full day of work (both A.M. and P.M. shifts).

J. Jumper Driver:

Those drivers not assigned a regular run but who are guaranteed employment every day during the school year are referred to as jumpers whose work schedule will be the responsibility of the Director of Transportation. This position is considered to be a full time employee and will be guaranteed six (6) hours.

K. Bus Aides

Those aides employed by the Board of School Directors and assigned specifically to assist with the transportation of special needs students.

L. Sub Aides

A substitute aide will report to work and be assigned a run as needed.

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M. Custodial and Maintenance Employees:

Full time employees: In order to be classified as "full-time" entitled to leave benefits, participation in the District's medical insurance plans, and the retirement severance pay as provided herein, the individual must be assigned to work eight (8) hours a day, 12 months per year.

Employees scheduled less than eight (8) hours a day and twelve (12) months a year are treated as part time custodians paid at the same hourly rate as full time custodians and are eligible for pro rated benefits.

2. WORK DAY

A. Full-Time Secretaries/Clerks and Custodial/Maintenance:

8 ½ hours per day, including a one-half (1/2) hour unpaid duty free lunch and receive one (1) fifteen (15) minute duty free break.

B. Full-Time Classroom and Science Lab Teaching Assistants and Alternative Instruction Program Aides:

7 ¾ hours per day, including a one-half (1/2) hour unpaid duty free lunch and receive one (1) fifteen (15) minute duty free break.

C. Full-Time Special Assignment Teaching Assistants:

7 ½ hours per day, including a one-half (1/2) hour unpaid duty free lunch and receive one (1) fifteen (15) minute duty free break.

D. Full-Time Staff Nurses:

7 ½ hours per day, including a one-half (1/2) hour unpaid duty free lunch and receive one (1) fifteen (15) minute duty free break.

E. Part-Time Employees:

As assigned.

F. Transportation Hours of Work:

An employee's hours of work will be determined by the District Administration. A driver's hours will include 15 minutes before each trip in which the driver is transporting students, during which the driver will be required to conduct a mandatory vehicle inspection.

Work Year: July 1 through June 30.

If unique circumstances require Teaching Assistants to work more than their standard workday, they will be paid for such time at their pro-rata hourly rate of pay subject to all applicable wage and hour laws.

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G. Work Breaks:
Each employee, excluding drivers and transportation aides, shall receive one work break per day, to be 15 minutes in duration, provided the employee's scheduled work day consists of four (4) or more hours, to be taken at an appropriate time as reasonably determined by the employee's immediate supervisor.

3. **HOLIDAYS**

Twelve (12)-month secretaries/clerks/bookkeepers shall be eligible for paid holidays as noted below.

Ten and one-half (10 ½)-month employees shall be eligible for paid holidays during the school year as noted below.

With Association input, an Administrative/Office Calendar will be developed each year. Such calendar will denote all staff holidays and will be approved by the Board of School Directors in conjunction with the approval of the Teacher/Student Calendar.

All employees shall work the administrative work schedule *except* for those days designated as "District-wide Administrative In-service Days" which require the building administrators to be out of their respective buildings for the day. Days designated as "Snow Make-up Days" will not be considered as guaranteed holidays, and secretaries/clerks will be required to report to work when these days are so utilized.

As with all scheduled work days, employees will be permitted to utilize vacation and/or personal leave days on administrative/office staff work days subject to the restrictions and requirements of the Collective Bargaining Agreement, including, but not limited to, securing the prior approval of one's supervisor.

Full time Custodial and Maintenance employees shall be eligible for fourteen (14) paid holidays as follows:

- | | |
|------------------------|---------------------------|
| Fourth of July (1 day) | Good Friday (1 day) |
| Labor Day (1 day) | Easter Monday (1 day) |
| Thanksgiving (2 days) | Memorial Day (1 day) |
| Christmas (2 days) | Undesignated (3 days) |
| New Year's (1 day) | Floating Personal (1 day) |

Undesignated days will be prorated where initial employment begins after September 1.

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4. SUMMER HOURS

Full-Time secretaries will continue to work their standard hours per week; however, a flexible schedule for such hours shall be administratively established with Association input at the time the Administrative/Office Calendar is developed.

5. VACATIONS

A. Twelve-month employees will be eligible for paid vacation days in accordance with the number of completed years of work for the Pennridge School District.

Custodian/Maintenance:

Full Years of Completed Service

Vacation Days

1 - 3 years completed	10 days
4 - years completed	11 days
5 - years completed	12 days
6 - years completed	13 days
7 - years completed	14 days
8 - years completed	15 days
9 - years completed	16 days
10 - years completed	17 days
11 - years completed	18 days
12 - years completed	19 days
13+ - years completed	20 days

Secretaries:

Full Years of Completed Service

Vacation Days

1 - 5 years completed	10 days
6 - 10 years completed	15 days
11 - 15 years completed	17 days
16+ years completed	20 days

B. Vacation days are earned on the basis of a school fiscal year, July 1 to June 30. All vacation days should be taken within twelve (12) months after they are earned. The carry over of vacation days to a period beyond the twelve (12) month time span is permissible only upon prior written approval of the Superintendent of Schools upon consultation with the appropriate Building or Department Administrator.

Vacations may be taken only with prior approval from the Building or Department Administrator pursuant to District procedures.

C. Earned Vacation Calculation

Full-Time twelve (12)-month employees shall be granted a two (2)-week (10 working days) vacation at the end of their first year of work

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provided it is a full year of employment. Twelve (12)-month employees working less than eight (8) paid hours per day shall receive vacation on a pro-rata basis.

Since the school year begins July 1, the following policy shall determine the length of vacation employees, whose initial employment occurs during the course of the year, shall be granted at the close of the first school year after they begin work.

1. If initial employment begins during the months of July or August – a full vacation of ten (10) working days.
2. If initial employment begins during the months of September or October – a vacation of eight (8) working days.
3. If initial employment begins during the months of November or December – a vacation of six (6) working days.
4. If initial employment begins during the months of January or February – a vacation of five (5) working days.
5. If initial employment begins during the months of March or April – a vacation of three (3) working days.
6. If initial employment begins during the months of May or June, no vacation will be granted for that school year.

Employees who transfer into a vacation-eligible position [12-month secretarial or clerk position] from a vacation-ineligible position [10 ½ month secretary, part-time clerk, teaching assistant, etc.] will have their service for vacation entitlement calculated in the same manner as seniority is calculated; that is, one (1) year of service for every 2,080 hours worked for Pennridge School District as a member of this bargaining unit.

All current employees who have transferred into a vacation-eligible position from a vacation-ineligible position shall be credited with their full entitlement regardless of the date of transfer.

6. SICK LEAVE

- A. In any school year whenever a full-time twelve (12)-month Administrative/Student Services or Custodial and Maintenance employee is prevented by illness or accidental injury from following his/her occupation, the District shall pay to said employee for each day of absence the full salary to which the employee may be entitled as if said employee were actually engaged in the performance of his/her

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duty for a period of twelve (12) days. Any such unused leave shall be cumulative from year to year in the District without limitation. All or any part of such accumulated or unused leave may be taken with full pay in any or all school years.

B. Administrative/Student Services employees other than those working full-time twelve (12) months per year will be entitled to sick days on a pro-rated basis rounded off to the highest whole number. For example, a ten and one-half (10 ½)-month, eight (8) hours per day employee will receive eleven (11) days of sick leave per year (10.5/12 x 12 = 10.5 rounded to the highest whole number 11).

C. Each Transportation employee is entitled annually to nine (9) days of sick leave to be used when he/she is prevented by illness or accidental injury from performing his/her job. Sick leave will be charged to employees for their A.M. run, P.M. run or the entire day, as the case may be, provided however, that a driver may use sick leave in lesser increments where they have begun their work day and must leave early due to illness or accidental injury.

Any unused sick leave shall be cumulative from year to year of current employment in the District. Drivers who resign or voluntarily revert to substitute status will lose all accrued sick leave.

D. No salary will be paid to the employee if the accidental injury is incurred while the employee is engaged in remunerative work unrelated to one's school employment duties.

E. New employees shall be eligible for a pro-rata share of sick leave upon the satisfactory completion of their probationary period. The number of sick days available shall correlate to the number of months the new employee is scheduled to work in the balance of the current fiscal year. For example, a twelve (12) month employee hired on January 4th would have three (3) days of sick leave during the first fiscal year of employment. A transportation employee hired on January 4th would have two (2) days (rounded up) of sick leave during the first fiscal year of employment.

F. For part time employees a sick day shall be equal in length to the employee's regularly scheduled work day as may be adjusted during the current year. By way of example, a part time employee with nine (9) sick days under this Agreement who regularly works four (4) hours per day shall have a total sick leave allotment of thirty six (36) hours.

600 7. SICKNESS INCOME BENEFIT PLAN

601 The Pennridge Board of School Directors will provide a Sickness Income
602 Benefit Plan for the protection of all Administrative/Student Services and
603 Custodial and Maintenance employees in the bargaining unit.
604

605 It is not intended that the employee shall receive reimbursement which, when
606 added to the reimbursement for loss of compensation from Workers'
607 Compensation Benefits, Social Security Income Disability, sick benefits under
608 this Agreement or payments from first party insurers under the Pennsylvania
609 Motor Vehicle Financial Responsibility Law (hereafter "Primary Plans"), will
610 exceed the actual loss of compensation by the employee. Benefits under this
611 Plan are secondary to the Primary Plans.
612

613 In the event that benefits are received by an employee under this Plan; and,
614 subsequent thereto, benefits which are reimbursement for loss of
615 compensation are received by the employee from any one or all of the Primary
616 Plans, the employee agrees to refund to the District all payments received
617 under this Plan which are in excess of the actual loss of compensation. The
618 refund shall not exceed the amount of benefits paid to the employee under the
619 Plan.
620

621 Absence from duties due to an accident or illness as defined by the Public
622 School Code of 1949, as amended, will be compensated under this Plan in the
623 following manner:
624

- 625 A. The employee shall utilize all accumulated sick leave days.
626
627 B. Beginning on the fourth (4th) work day after all accumulated sick leave
628 has been exhausted, the District will compensate the employee at 66
629 2/3% of his or her regular rate of pay for the period of time equivalent
630 to the maximum number of work days scheduled for that employee for
631 the school year during which the sickness or injury arose resulting in
632 the absence.
633
634 C. The Sickness Income Benefit Plan, as described above, shall be in
635 effect for all eligible members of the bargaining unit as described
636 above for the duration of this Agreement.
637
638 D. Entitlement to sick leave, as set forth above, shall be governed by the
639 provisions of the Public School Code of 1949, as amended.
640
641 E. An employee who has utilized the Sickness Income Benefit Plan to the
642 maximum number of days must return to the employment in the
643 Pennridge School District for a period not less than forty (40) working
644 days before renewing eligibility in the Plan.
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8. LEAVE WITHOUT PAY

Transportation employees shall be afforded leave without pay in accordance with District policy upon the recommendation of the Administration and the approval of the Board of School Directors.

9. BEREAVEMENT LEAVE

Whenever a bargaining unit employee shall be absent from duty because of a death in the immediate family of said employee, there shall be no deduction in his/her salary for an absence not in excess of three (3) school days. The Superintendent of schools may extend the period of absence with pay in his/her discretion as the exigencies of the case may warrant.

Members of the "immediate family" shall be defined as the employee's: father, mother, brother, sister, son, daughter, grandchild, husband, wife, parent-in-law or near relative who resides in the same household or any person with whom the employee has made his/her home.

Whenever a bargaining unit employee shall be absent from duty because of the death of a near relative, there shall be no deduction in the salary of said employee for absence on the day of the funeral. The Superintendent of Schools may extend the period of absence with pay in his/her discretion as the exigencies of the case may warrant.

A "near relative" shall be defined as the employee's: first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

10. JURY DUTY

If an employee is called for jury duty, it will be the employee's responsibility to receive a statement from a court official as to the per-diem rate paid for the time served. The District will pay the difference between the jury pay and the employee's normal per-diem rate. An employee who is serving on jury duty will not be charged with this time against any of his/her leave benefits.

11. EMERGENCY/PERSONAL LEAVE

The basic purpose of the Board's Emergency/Personal Leave Policy is to make provision for a leave of absence without loss of pay for personal obligations, which cannot be scheduled for other than a school day.

Administrative/Student Services employees shall be entitled to three (3) days of personal leave each school year.

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Custodial and Maintenance employees shall be entitled to two (2) days of personal leave each school year.

Transportation employees shall be entitled to two (2) days of personal leave each school year.

All employee groups shall be permitted to carry over as many as two (2) days of unused emergency/personal leave into the next school year up to a max of five (5) days to utilize in one year. Employees shall not be permitted to use personal leave days without providing at least three (3) weeks notice to the Building Administration unless there is an emergency.

An emergency/personal leave day may not be taken either before or after a day of unpaid leave.

A personal day not used or subject to carry over as set forth above automatically will be converted to an accumulated sick day.

12. **CHILDREARING LEAVE**

An employee, who is expecting or whose spouse is expecting the birth or adoption of an infant, who the employee contemplates will reside in his/her household, and who wishes to continue employment following a period of absence taken for the period of rearing the child, shall be granted a childrearing leave of absence without pay. There will be no loss of prior accrued sick leave or seniority.

Only one (1) childrearing leave may be taken for each pregnancy or adoption. The employee shall give 60 calendar days written notice to commence the childrearing leave and shall state therein the intended duration of the leave. The employee may be eligible for up to one (1) year of leave from the effective date of said childrearing leave. If, for some reason, the employee wishes to return before the original time granted for the leave, said employee shall request such change in writing at least 60 calendar days prior to the time he/she wishes to return. Should the employee wish to return at the beginning of a school term, written request to do so must be received prior to May 1. The Board shall have the option of accepting or rejecting such requested changes.

In the event of the premature termination of the pregnancy or the death of a child, an employee may request cancellation of the leave by giving a notice of 60 calendar days. The Board shall have the option of accepting less than 60 calendar days notice if replacement of said employee has not been secured by the time of notification.

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13. **Military Duty**

Military duty leave shall be provided in accordance with applicable law.

14. **GROUP MEDICAL INSURANCE BENEFITS**

A. **Health Insurance**

The Pennridge Board of School Directors will provide medical coverage for all full-time employees and their families as set forth below and subject to the provisions of Subsection "E" below. Those individuals not employed full-time based on a defined work year of 1,820 hours shall receive a pro-rata share of this benefit as more fully described below. The parties agree that during the term of this Agreement, the Board shall continue to offer employees the option to enroll in the Keystone HMO Plan, Keystone POS Plan or the Independence Blue Cross Personal Choice Option I Plan, with employee co pay obligations and premium share rates to remain at the levels in effect during the 2010-2011 school year, provided however, that effective June 30, 2013 (the "Me Too Effective Date") the 10% premium share obligation of full time employees covered by paragraph 14.E.1 below and the 10% premium share obligation of part time employees covered by paragraph 14.E.2 below shall automatically be adjusted to match the premium share obligation of employees covered by the collective bargaining agreement then in effect between the Board and the Pennridge Education Association (the "PEA Contract Adjustment"). For those employees covered by paragraph 14.G on the Me Too Effective Date, the employee shall bear the entire increase in the cost of benefits, if any, said increase not to exceed two percent (2%) of the amount the employee paid in 2010-2011. On the Me Too Effective Date, those employees covered by paragraph 14.F shall bear the entire cost of any premium increase.

The Board shall be permitted to change the current carrier provided that the coverage is identical to or better than that coverage provided as of the date of ratification of this Agreement as determined by the Association after consultation with the Administration.

Employees may opt to enroll in the Keystone HMO, Keystone POS or the Independence Blue Cross Personal Choice Option I Plan with a \$20 co-pay during the term of this Agreement.

Also, the Board shall be permitted to change the current carrier and/or plan if and when the Pennridge Education Association (PEA) makes a change in the plan provided to PEA members. The new plan shall be the same plan that is offered to those PEA members.

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B. Vision

The Pennridge Board of School Directors shall provide a Blue Cross Option 2 Vision Plan for employees and dependents subject to the provisions of the Subsection "E" below. Those individuals not employed full-time based on a defined work year or 1,820 hours shall receive a pro-rata share of this benefit as more fully described below. The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of ratification of this Agreement as determined by the Association after consultation with the Administration.

Also, the Board shall be permitted to change the current carrier and/or plan if and when the Pennridge Education Association (PEA) makes a change in the plan provided to PEA members. The new plan shall become the same plan that is offered to those PEA members.

C. Prescription

The Pennridge Board of School Directors shall provide a prescription drug plan subject to the provisions of Subsection "E" below. Those individuals not employed full-time based on a defined work year of 1,820 hours shall receive a pro-rata share of this benefit as more fully described below.

The Formulary Prescription Drug Plan for employees and dependents shall have a deductible of \$5.00 for generic brand drugs, \$15.00 for formulary drugs and \$25.00 for non-formulary drugs. All prescriptions exceeding 34 days shall have a deductible of \$10.00 for generic brand drugs, \$20.00 for formulary drugs and \$30.00 for non-formulary drugs.

The Board shall be permitted to change the current carrier provided that the coverage is identical to or better than coverage provided as of the date of ratification of this Agreement as determined by the Association after consultation with the Administration.

Also, the Board shall be permitted to change the current carrier and/or plan if and when the Pennridge Education Association (PEA) makes a change in the plan provided to PEA members. The new plan shall become the same plan that is offered to those PEA members.

D. Dental

The Pennridge Board of School Directors shall provide dental coverage for all full-time employees and their dependents as follows and subject to the provisions of Subsection "E" below. Those

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individuals not employed full-time based on a defined work year of 1,820 hours shall receive a pro-rata share of this benefit as more fully described below.

Diagnostic	100%
Preventive	100%
Basic Restorative	100%
Oral Surgery	100%
Endodontic	100%
Periodontal	90%
Major Restorative	100%
Denture Repair	100%

The Board shall provide a \$1,000 orthodontic coverage on a 50/50 co-pay basis.

An employee with individual coverage shall be required to make an annual co-payment of \$25.00 for all procedures, except for Diagnostic or Preventative that shall require no such payment. An employee with family coverage shall be required to make an annual co-payment of \$25.00 for each family member for all procedures, except for Diagnostic and Preventative that shall require no such payment. Co-payments for an employee with family coverage shall not exceed \$75.00 annually.

The Board shall be permitted to change the current carrier provided that the coverage is identical or better to that coverage provided as of the date of execution of this Agreement as determined by the Association after consultation with the Administration.

Also, the Board shall be permitted to change the current carrier and/or plan if and when the Pennridge Education Association (PEA) makes a change in the plan provided to PEA members. The new plan shall become the same plan that is offered to those PEA members.

B. Insurance Co-Payment for Administrative/Student Services and Custodial and Maintenance Employees

- 1. Full-Time Employees (Minimum 1,820 hours/year)**
During the term of this Agreement, Full Time Employees shall contribute 10% of the 2010-2011 premium rate in effect for their selected plan, subject to the PEA Contract Adjustment on the Me Too Effective Date.

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2. Part-time Employees (910 – 1,819 hours/year)

Eligibility for medical insurance benefits will be premised on a threshold of 1,820 hours of work. Those employees not employed full-time, but employed 50% or more (at least 910 hours), will be offered medical insurance benefits subject to the following co-pay obligations:

Employee is responsible for both a pro-rata share of the 2010-2011 premium rate, plus a contribution of 10% of the 2010-2011 premium rate (subject to the PEA Contract Adjustment on the Me Too Effective Date).

The Board shall make monthly contributions in the amount of \$250.00 per month to those employees not employed full-time, but employed 50% or more (at least 910 hours) toward medical insurance benefits. Such contribution shall be deducted from the cost of medical insurance coverage before the pro-rata portion is calculated. The Board's monthly contribution shall not cause an employee's insurance co-payment to be less than 10% (or such higher percentage as may result from the PEA Contract Adjustment) of the total premium.

F. Non-Eligible Administrative/Student Services Employees

Employees who are not otherwise eligible for insurance as they do not work at least 910 hours per year may purchase coverage in either the Keystone HMO, Keystone POS Plan or the Blue Cross/ Blue Shield Personal Choice Option I Plan provided (i) that they agree to a payroll deduction for the full, uncapped premiums in effect from time to time and (ii) that they adhere to the District's guidelines regarding enrollment, change in coverage, or withdrawal from the plan(s).

G. Bus Drivers and Bus Aides

The District offers each Regular Employee participation in the following group insurance plan offered the members of the Pennridge Educational Support Professionals Association bargaining unit at the premium rates in effect in 2010-2011:

1. Hospitalization
2. Vision
3. Prescription
4. Dental

The District shall contribute \$250.00 per month towards the cost of medical/hospitalization coverage. Costs in excess of the District's contribution shall be borne by the employee. The parties acknowledge

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that employees covered by this paragraph 14.G do not pay a percentage share of their health benefits, but rather cover the entire difference between the District's contribution and the cost of the premium. Accordingly, on the Me Too Effective Date, employees covered by this paragraph 14.G. shall bear the entire increase in the cost of benefits, if any, said increase not to exceed two percent (2%) of the amount the employee paid in 2010-2011.

16. LIFE INSURANCE

The Pennridge Board of School Directors shall pay the premium for life insurance coverage in the amount of \$50,000 for each full-time Administrative/Student Services and Custodial and Maintenance employee. Such insurance shall allow for continuation of benefits at the employee's expense after leaving the District. Within thirty-one (31) days following termination of employment, the employee may convert all or part of his/her group life insurance.

17. INSURANCE COVERAGE DURING LEAVE

Employees granted an authorized unpaid leave shall be allowed to remain members of all District health and insurance plans on the condition that they pre-pay [three (3) months] to the District the entire premium plus a 2% administration fee for such participation. The term of pre-payment may be considered on an individual basis in cases of hardship.

18. RETIREMENT PAY

Upon the retirement of any Administrative/Student Services or Custodial and Maintenance employee with a minimum of six (6) consecutive years of service in the Pennridge School District, the Board of School Directors shall make a payment for years of service accrued in the Pennridge School District in accordance with the qualifications and limitations hereinafter set forth:

- A. The employee shall submit written notice of his or her intention to retire to the District Superintendent on or before ninety (90) days of the intended date of retirement. Notice received after the above-specified time may constitute just cause for the payment to be denied. The Pennridge School District is legally prohibited from making payments after June 30 of the last year of service.

- B. Said notice shall contain the following statements:
That the employee is applying for and is eligible to receive Superannuation, disability, or withdrawal from the Pennsylvania School Employees' Retirement System. "Withdrawal Retirement," as used herein, shall be limited to employees in the T-A Class (1/140), the T-C Class (1/120) or the T-D Class with credit for at least 25 years

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of service, but less than 35 years, and who have not reached Superannuation retirement age.

C. The retirement payment shall be as follows:

1. \$115 per year of service with the total payment not to exceed \$3,450 for full-time (minimum of 1,820 hours per year) for Administrative and Custodial and Maintenance employees;

\$75 per year of service with the total payment not to exceed \$2,250 for part-time employees who work a minimum of 1,080 hours per year; \$45 per year of service with the total payment not to exceed \$1,350 for part-time employees who work a minimum of 540 hours per year.

OR

2. \$24 per unused sick day with the total payment not to exceed \$7,200 for full-time (minimum of 1,820 hours per year) for Administrative/Student Services and Custodial and Maintenance employees;

\$15 per unused sick day with the total payment not to exceed \$4,500 for part-time employees who work a minimum of 1,080 hours per year; \$9 per unused sick day with the total payment not to exceed \$2,700 for part-time employees who work a minimum of 540 hours per year.

Upon the retirement of any Transportation employee with a minimum of six (6) consecutive years of service in the District as a Regular Employee, the district shall make a retirement payment in accordance with the following provisions:

1. The employee must submit written notice of his/her intention to retire to the Superintendent on or before ninety (90) days of the intended date of retirement. The District is legally prohibited from making payments after June 30 of the last year of service.
2. Said notice shall contain the following statements: "That the employee is applying for and is eligible to receive either superannuation or withdrawal from the Pennsylvania School Employees' Retirement System."
3. The payment referred to herein shall be equivalent to:
 - a. \$100.00 per year of service, not to exceed \$3,000, or
 - b. \$20.00 per unused sick day, not to exceed \$6,000, whichever is greater.

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19. SEPARATION

Any employee intending to resign is expected to give a minimum of two (2) weeks notice in writing to his/her immediate supervisor who will forward it to the Department of Human Resources for action by the Board of School Directors.

- A. *Resignations* -- Should an employee give adequate written notice, his/her file should reflect the designation "Resigned." Any unused or earned vacation days due to the said employee will be paid to the employee in his/her final paycheck.
- B. *Quit, Insufficient Notice* -- Should an employee fail to give proper notice, the employee's file shall reflect the designation "Quit, Insufficient Notice." There will be no payment for any unused or earned vacation.
- C. *Quit, Without Notice* -- Should any employee be absent from work for three (3) consecutive days without notifying his/her supervisor prior to or during said absence as to the reason for the absence, he/she shall be considered as having "Quit, Without Notice," and his/her file shall reflect such a designation. There will be no payment for any unused or earned vacation. The Director of Human Resources shall have the authority to reinstate such an employee if he/she deems extenuating circumstances exist.

20. WEATHER CONDITIONS

Administrative/Student Services:

The following policy regarding the Administrative/Student Services shall be followed whenever school is closed because of snow or other inclement weather conditions:

If an announcement is made that schools are closed, because of snow or other inclement weather conditions, Administrative/Student Services employees will not have to report to work unless such closing exceeds one (1) day. Administrative and Student Services employees will be required to report on the second (2nd) day of closing unless otherwise directed by the Superintendent of Schools.

Secretaries, teaching assistants, staff nurses and clerks who are scheduled to work shall be paid for delayed starts in addition to their regular pay for hours actually worked, not to exceed their per diem amount. If it is a one (1) hour delay, they shall be paid for one (1) additional hour. If it is a two (2) hour delay, they shall be paid for an additional two (2) hours. Those scheduled for a personal day, that have called in sick, or are not scheduled to report to work

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for any reason, will not be paid this additional compensation. In addition, if school is ultimately cancelled, any secretary, teaching assistant, staff nurse or clerk who has begun any duties connected with their daily required routine and/or has clocked in (at their regularly assigned time) will be compensated. They will be paid either the amount of time they have worked, prior to the cancellation notice or a minimum of two (2) hours, whichever is greater.

Transportation:

Drivers and aides who are scheduled to work shall be paid their regular pay for hours actually worked for delayed starts or school cancellations.

21. SAFE WORKING CONDITIONS

No employee shall be expected to perform services under unsafe or hazardous conditions or equipment that endanger the health, safety or well-being of the employee, the students of the District or the public.

In the event that an employee believes that he/she is endangered by an unsafe or hazardous conditions or equipment, he/she shall bring this matter immediately to the attention of the building/department administrator or the Director of Human Resources in the building/department administrator's absence. The administrator shall respond immediately in the case of an emergency or within three (3) working days setting forth a contemplated course of action.

When work sites are affected because of emergencies or unsafe or hazardous conditions, employees shall suffer no loss in pay if unable to perform their required tasks.

22. ELEMENTARY AND SECONDARY EDUCATION ACT OF 2002

Once the regulations and requirements for paraprofessionals under the new federal law known as "No Child Left Behind" are established by the Pennsylvania Department of Education or Board policy, the District and the Association will negotiate an addendum to the collective bargaining agreement to deal with the impact of these regulations on teaching assistants.

23. TEACHING ASSISTANT IN-SERVICE

Annually, 3.75 in-service hours shall be allocated to teaching assistants for the purpose of meeting with the teacher or teachers to whom they are assigned for the year in question, to occur on such days and times as the administration determines appropriate in its reasonable discretion.

APPENDIX "C"

GRIEVANCE PROCEDURE

The parties to this agreement agree that an orderly and expeditious resolution of grievances arising out of the interpretation of the terms of this Agreement shall provide for a five (5)-step process which is described in the following paragraphs. The person or persons initiating the alleged grievance are urged to discuss the alleged grievance with the first-level supervisor. The term "work day" shall mean any day when the administrative offices are open.

STEP I

The Association shall present the grievance in writing and on the appropriate form, which is part of this grievance procedure, to his/her first-level supervisor for Administrative/Student Services and Custodial and Maintenance employees and the Director of Transportation for Transportation employees and, in all cases, with a copy to the Director of Human Resources, within ten (10) days of its occurrence. The first-level supervisor or Director of Transportation shall make a written reply to the grievance within seven (7) workdays after initial presentation of the grievance.

STEP II

If the action in Step I fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred within seven (7) workdays to the Director of Human Resources. The Director of Human Resources shall make written reply to the grievance within seven (7) workdays after referral to him/her.

STEP III

If the action in Step II above fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred within seven (7) workdays to the Superintendent of Schools. The Superintendent shall make written reply to the grievance within seven (7) workdays after referral to him/her.

STEP IV

If the action in Step III above fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred within seven (7) workdays to the President of the Board of School Directors. The Board of School Directors shall make written reply to the grievance within ten (10) work days after referral to its President.

STEP V

If the action in Step IV above fails to resolve the grievance to the satisfaction of the affected parties, one and/or the other may, within twenty-two (22) work days, apply for binding arbitration as provided

1154 in Section 903 of the Pennsylvania Labor Relations Act ("Act"). If the
1155 grievance fails to meet the criteria of Section 903 of the Act, the
1156 decision of the Board of School Directors in Step IV shall be final. If
1157 binding arbitration is not applied for within twenty-two (22) work days
1158 of the written reply of the Board of School Directors, the decision of
1159 the Board of School Directors shall be final.

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1161 MISCELLANEOUS

- 1162 A. A meeting shall be held at each step, commencing at Step I of the Procedure,
1163 upon the request of either party. All meetings and hearings under this
1164 procedure shall be conducted in private and shall only include the parties in
1165 interest, their designated representative(s) and persons to give relevant
1166 testimony.
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1168 B. A group grievance may be initiated through the President of the P.E.S.P.A. as
1169 an "Association Grievance" if said grievance affects five (5) or more
1170 employees. Such grievance (with names affixed) shall commence at the
1171 lowest level with the supervisor having jurisdiction over all members of the
1172 group.
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1174 C. Time limits may be mutually extended or contracted.
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APPENDIX "D"

OTHER ITEMS OF AGREEMENT

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1. PERSONNEL FILES

The Penridge School District shall maintain in the District Office one (1) official personnel file for each employee.

No material regarding an employee's conduct, service, character or personality shall be placed in the personnel file unless the employee has received a copy and has had the opportunity to review and initial the material. The employee shall have the right to submit a written response to such material and attach it to the file copy.

Each employee or his/her designee shall have the right to review the employee's personnel file in accordance with District policy and may duplicate any reviewed material from the personnel file at no cost to the employee.

2. X-RAYS, PHYSICAL EXAMINATIONS AND LICENSES

Administrative/Student Services:

The Penridge Board of School Directors will pay the normal fees for all x-rays and physical examinations that are required by the Pennsylvania Department of Education and by the Penridge School District.

Transportation:

The District will pay for all x-rays and physical examinations as required by the Pennsylvania Department of Education, the Pennsylvania Department of Transportation and the District. The District will, upon renewal, reimburse a driver for the cost of renewing his/her Pennsylvania "Class B" Commercial Driver's License.

3. PAY PERIODS

Administrative/Student Services and Transportation:

Wages will be paid on an hourly basis. Payroll checks will be based on the hours worked during the previous two weeks period ending on the previous Sunday at 11:59 PM. For example, pay checks issued on Friday, August 31 will include all hours worked from 12:00 AM Monday, August 13 through 11:59 PM Sunday, August 26.

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Custodial and Maintenance Staff:

Wages will be paid on an hourly basis. Payroll checks will be based on the hours worked during the previous two weeks period ending on the previous Sunday at 9:59 PM. For example, pay checks issued on Friday, August 31st will include all hours worked from 10:00 PM Sunday, August 12 through 9:59 PM Sunday, August 26.

4. DRIVER TRAINING

Drivers will be paid their regular hourly rate for three (3) hours of road work required as part of their re-certification training provided that drivers so paid remain in the District's employ for one (1) calendar year after such payment has been made. Up to seven (7) hours of classroom time in connection with driver re-certification training shall be compensable. It is understood that this re-certification training occurs every four (4) years and that drivers who do not stay in the District's employ for one (1) calendar year after receiving such compensation will have to reimburse the District for the same plus any costs, if any, associated with the collection thereof. Annually, drivers shall receive two (2) hours of district required safety training in addition to recertification training, to be compensated at the driver's regular rate of pay. The administration shall schedule the training at a time reasonably convenient to the District and the employees.

5. OVERTIME

Employees shall be paid for hours actually worked subject to such minimum daily hours otherwise provided for herein. Overtime shall be compensated in accordance with the provisions of the Fair Labor Standards Act. Employees shall seek advance approval of all overtime except in circumstances where it is not reasonably possible to do so.

Custodial and Maintenance Staff: Time and one-half shall be paid for all hours worked in excess of forty (40) hours per week. Time off for authorized paid leave should be counted as hours worked for purposes of calculating overtime pay.

6. POSTING OF VACANCIES

Administrative/Student Services

All position openings for Administrative/Student Services employees, special assignment teaching assistants and bus aides shall be listed by appropriate job description and posted for five (5) work days prior to the issuance of any public notice. Position openings for bus aides shall be announced through the 411 system.

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A vacancy may be filled temporarily in the case of an emergency, but no such vacancy shall be permanently filled until notice of such vacancy has been posted for five (5) work days. Such posting shall occur no later than ten (10) calendar days after the date the position was filled by a temporary employee.

The actions of the Board will be distributed to the buildings within two (2) days following the meeting of the Board of School Directors.

Vacancies shall not be posted until and unless all laid-off employees have been notified as set forth in this Agreement.

First consideration for filling all vacant positions should be given to qualified individuals presently employed.

All internal bidding candidates will receive an explanation of non-selection, upon request of the affected employee.

All postings and personnel actions taken by the Board will be forwarded to the President of the Association.

The Director of Human Resources shall send job postings to an employee on summer recess if the employee notifies the Director by June 1 of each year of his/her interest in another position.

Transportation:

All new runs and permanent vacancies created by a driver's termination, resignation, retirement, etc. including summer runs and special education runs will be posted in the Driver's Room for a period of five (5) work days. Position openings for Transportation employees shall be announced through the 411 system. All runs shall be posted and awarded in the order of seniority.

Mid day runs will be posted for a minimum of three (3) days. These runs shall be awarded per the discretion of the Director of Transportation. The Director of Transportation retains the right to temporarily by-pass a driver for any run when, in the Director's discretion, the driver does not possess the necessary experience and/or qualifications to handle the same. A driver so by-passed will be awarded the next available run for which he/she is qualified as determined by the Director of Transportation.

A Regular Driver will not be permitted to change runs more than once during the school year pursuant to this section unless it is determined, in the discretion of the Director of Transportation that such a change is in the best interest of the District.

Drivers awarded a different run through this process shall receive two (2) days paid training to be coordinated by the Director of Transportation.

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7. **ADDITIONAL DRIVING DUTIES**

Additional driving, such as class trips, field trips, sports runs, etc. will be paid at the rate listed in the Hourly Wage Schedule.

Additional driving duties will be awarded drivers on a rotating basis by seniority. As set forth in Appendix D, Section 10, seniority will be determined by the Board-approved date of hire representing the driver's most recent period of employment as a "Regular Driver." The Director of Transportation retains the right to temporarily by-pass a driver for an additional driving duty when, in the Director's discretion, the driver does not possess the necessary experience and/or qualifications to handle the same. A driver so by-passed will be awarded the next available trip for which he/she is qualified as determined by the Director of Transportation.

A "Trip Chart" will be posted in the Drivers' Room. If a driver fails to report for a scheduled trip on more than one (1) occasion, he/she will lose additional driving privileges for the rest of the year unless there were extenuating circumstances resulting in the driver's absence. Under such extenuating circumstances, it will be left to the discretion of the Director of Transportation to determine what action should be taken.

A driver will lose his/her turn for a trip if he/she does not accept such trip when available.

DRIVER TRAINER: Those individuals, employed by the Board of School Directors, who have been certified by the State of Pennsylvania to train commercial drivers to at least the Class B level, with both passenger and school bus endorsements. All training (whether for a new driver or a re-certification) shall take place separate from any regularly scheduled bus run. The trainers shall receive one (1) dollar per hour in addition to their regular hourly salary, regardless of what aspect of driver training they are engaged in.

8. **DEFINITION OF RUNS**

One Way Sport Run:

A run added to a driver's regular run to accommodate a team drop-off near the destination of the regular run, to be compensated at the driver's regular rate for time actually worked. A One Way Sport Run may be assigned at the administration's discretion, but shall not be assigned where its completion would prohibit completion of the driver's regular run. The driver shall be offered the return pick up as a late run, otherwise, the return trip will be assigned through the bid procedure or by radio. One Way Sport Runs shall be within the reasonable vicinity of the driver's regular run and shall not be combined with a mid day run, work study run, tech run, intermediate run or late run.

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Post AM Run:

Any run added to a driver's regular morning run, to be compensated at the driver's regular rate for time actually worked. A Post AM Run may be assigned at the administration's discretion, but shall not be assigned where its completion would prohibit completion of the driver's regular run. Post AM Runs shall be within the reasonable vicinity of the driver's regular run and shall not be combined with a mid day run, work study run, tech run, intermediate run or late run.

Pre PM Run:

Any run added to a driver's regular afternoon run, to be compensated at the driver's regular rate for time actually worked. A Pre PM Run may be assigned at the administration's discretion, but shall not be assigned where its completion would prohibit completion of the driver's regular run. Pre PM Runs shall be within the reasonable vicinity of the driver's regular run and shall not be combined with a mid day run, work study run, tech run, intermediate run or late run.

Intermediate Run:

Any run between the regular afternoon dismissal and the "Late Run" for which drivers are paid their regular hourly rate. Driver shall be paid a minimum of one (1) hour at their regular rate.

Late Run:

The last run of the day, during which students involved in sports and/or activities are transported home, for which drivers are paid their regular hourly rate. Driver shall be paid a minimum of one (1) hour at their regular rate.

Mid-day Run:

Any runs operated between the regular runs, excluding sport, field and special trips for which drivers are paid their regular hourly rate. The Driver shall be paid a minimum of (1) hour at their regular rate.

Regular Run:

A scheduled combination of trips, morning and afternoon, carrying students to and from schools on a daily basis during the school year for which drivers are paid their regular hourly rate.

Sport, Field or Special Trips:

All runs operated on an irregular basis that are undefined in their duration for which drivers are paid at the "Additional Driving" rate. If the trip is cancelled on the day of the event, driver shall be paid a minimum of one (1) hour at their regular rate.

Summer Run:

Any regularly scheduled run, which occurs from the end of the regular public school year until the beginning of the next school year for which drivers are

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paid their regular hourly rate. All runs shall be posted each June and awarded in the order of seniority.

Tech Run:

Those regularly scheduled runs for which drivers are paid their regular hourly rate and during which Pennridge students are taken to the Vocational Technical School and subsequently returned to the Pennridge High School. The Driver shall be paid a minimum of one (1) hour at their regular rate.

9. JOB RESPONSIBILITIES FOR TRANSPORTATION EMPLOYEES

As set forth in Section 16 below, the District maintains the managerial prerogative to establish job descriptions and to assign work as deemed necessary. The Association will, however, be provided with an opportunity for input in a meet-and-discuss format prior to any changes made in job descriptions. The ultimate decision to add or delete a responsibility will not be subject to the grievance procedure.

JOB RESPONSIBILITIES FOR CUSTODIAL AND MAINTENANCE EMPLOYEES:

Custodial and Maintenance employees shall be compensated as follows when they perform the specified additional duties:

- a. Building Checks: a minimum of one (1) hour's pay at time-and-one-half.
- b. Call-ins for Emergencies, including Snow Removal: Time-and-one-half for all hours worked after forty (40) paid hours per week.
- c. Call-ins for Maintenance Emergencies: a minimum of two (2) hours pay at the appropriate rate.
- d. Call-ins for Any Emergency on a Sunday: Double time for hours worked.
- e. Call-ins for Any Emergency on a School Holiday: Double time for hours worked, plus Holiday Pay, if otherwise eligible for Holiday Pay.

10. SENIORITY

Administrative/Student Services

- 1. Seniority is determined by the length of service in the Pennridge School District computed in years from the first day of his/her latest period of continuous employment. The first day of such employment shall mean the effective date as approved by the Pennridge Board of School Directors in its official Minutes or the first date of employment whichever is earlier. In calculating seniority, part-time experience

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shall be converted to the equivalent of full-time employment [1 year = 12 months employment, 8 hours a day, or 2,080 hours. Other employees' hours shall be computed to a percentage of years based on the hours worked per year.] Permanent date of hire for the most recent continuous employment will determine seniority. Substitute and CETA time do not count in calculating seniority but may be used as a tiebreaker. A summary listing of the seniority of the Pennridge Educational Support Professionals Association will be sent to the P.E.S.P.A. President by October 31 of each year.

2. An employee shall lose seniority rights if he/she resigns or is discharged in accordance with the Public School Code of 1949, as amended. Seniority shall not be lost if:
 - a. Seniority is otherwise preserved by the Selective Service Act of 1948.
 - b. The employee is on an approved leave.
 - c. The employee is furloughed because of a reduction in staff.

Transportation:

1. Seniority will be determined by the first day of a Regular Employee's latest period of continuous employment as a Regular Employee. Substitute time does not count in calculating seniority but will be used as a tiebreaker if the individual served as a substitute for a continuous period of time just prior to becoming employed as a Regular Employee. Additionally, the date the employee passed the CDL testing may be used as a tiebreaker as needed.

A full time bus driver who reverts to the position of substitute bus driver (not including jumper driver) will be given back his/her seniority and previous rate of pay if and when he/she returns to the full time bus driver position.

2. Subsequent to the signing of this Agreement, the Administration and the Association will review and agree upon a seniority list based upon the aforementioned dates of hire. A new list will then be provided to the P.E.S.P.A. President no later than December 1 of each year. An employee shall lose seniority rights if he/she resigns or is discharged in accordance with the Public School Code of 1949, as amended. Seniority shall not be lost if (i) it is otherwise preserved by the Selective Service Act of 1948; (ii) the employee is on an approved leave of absence, or (iii) the employee is furloughed or reduced to part-time status because of a reduction in staff or voluntarily reverts to substitute status.

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Custodial/Maintenance Employees:

1. Seniority is determined by the length of service in the Penridge School District computed in years from the first day of his/her latest period of continuous employment. The first day of such employment shall mean the effective date as approved by the Penridge Board of School Directors in its official Minutes or the first date of employment whichever is earlier. In case of a tie, PESPA will determine the most senior through a lottery drawing.

Transfers Between Classifications:

Employees who transfer from one classification to another (i.e. Administrative/Student Services to Transportation (or vice-versa) will have their seniority calculated according to the method in effect for the classification to which the employee was transferred.

Examples:

A transportation employee who transfers into a clerk position will have his/her seniority calculated on the basis of the actual hours worked as a bus driver. Therefore, a bus driver with 10,120 hours of work will start as a clerk with 4.87 years of seniority.

An Administrative/Student Services employee who transfers into a Transportation position will have his/her seniority determined by his/her first day of latest period of continuous employment as a regular employee. Therefore, an Administrative/Student Services employee who was originally employed as a regular employee on July 1, 1995 will have this date carried forward with him/her for purposes of seniority as a Transportation employee.

11. GUIDELINES FOR REDUCTION IN FORCE

**Administrative/Student Services/Custodial and Maintenance Employees/
Transportation Employees:**

- A. **NOTIFICATION** – Employees shall be furloughed and recalled as stated in the Public School Code of 1949, as amended. A letter shall be sent from the District to the employee with a copy to the P.E.S.P.A. President informing the employee of a layoff or a reduction in hours. Included in the notification shall be information on the procedure to collect unemployment compensation benefits and information on the PSERS (state retirement system) requirements regarding termination of service. Any employee furloughed from a bargaining unit position shall be offered free job training and re-training through any program offered by the District.

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B. DISTRIBUTION OF REMAINING POSITIONS WHEN MASSIVE LAYOFFS OCCUR – The District shall meet with the employees eligible for the remaining positions. These employees, in order of seniority, shall pick from the available positions in consultation with the Director of Human Resources. If a remaining position is occupied by one of the employees eligible by seniority, that position shall remain “as is.”

C. BUMPING – An employee whose job is eliminated or reduced in hours may bump in his/her category for equal or less number of hours or into a pay category where the employee was previously employed in the District. An employee bumps the least senior position of equal or less hours.

If the position of an employee with seniority is eliminated, he/she must accept a position by pay category of equal or less hours, if available. If only less hours are available, the employee may accept the position with less hours and apply for partial unemployment.

In the event of a layoff of secretaries and in recognition that secretaries as presently classified covers employees who perform many different duties and responsibilities some of which necessarily require special skills and abilities, employees selected for layoff in this classification will be limited with regard to their right to use their seniority to bump as follows. A secretary may not bump a less senior secretary in his or her classification performing different functions unless the secretary can demonstrate at the time of the exercise of bumping rights that he or she is immediately qualified to perform the duties of the position where bumping rights are being exercised. Should that secretary not immediately qualify, she may bump the next least senior secretary for whose position she immediately qualifies

Categories are as follows:

Clerks/Receptionist, Secretary, Special Education Classroom Assistants, other Teaching Assistants, Staff Nurse, Custodian, Shift Supervisor Custodian, Carpenter, Plumber, Electrician, HVAC Mechanic, Head Auto Mechanic, Delivery/Groundskeeper, Regular Maintenance, Regular Mechanic and Diesel Auto Mechanic and Transportation employees. If the employee refuses to accept a position of equal hours, such refusal will be considered a resignation.

D. EMPLOYEE RECALL – A laid-off employee shall be recalled for a vacancy by seniority in any pay category in which he/she was previously employed in the District. If the available position is less hours than the employee’s previous employment, he/she may be eligible for partial unemployment. A laid-off employee shall notify

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the District's Department of Human Resources by June 1 of each year whether he/she is still interested in returning to a position.

When a position becomes available in the District, it will become a vacancy restricted to internal applicants from within the pay category and the next eligible laid-off employee by seniority. Applications from internal employees outside the pay category and external applicants will not be considered until all eligible laid-off employees have been offered re-employment. The Director of Human Resources shall notify the eligible laid-off employees of the restricted vacancies.

12. DUE PROCESS

- A. The Board and the Association expressly agree that the Board and the Administration shall have the right to discipline a bargaining unit employee.
- B. Disciplinary actions which the Board or Administration may take, provided that cause exists, shall include, but shall not be limited to, the following: (i) oral reprimand; (ii) written warning; (iii) written reprimand; (iv) suspension from employment duties with or without pay; (v) demotion; (vi) unsatisfactory rating or (vii) dismissal for cause.
- C. No bargaining unit employee shall be dismissed unless the Superintendent of Schools shall recommend dismissal and two-thirds (2/3) for Administrative/Student Services employees and a majority for Transportation employees of all of the members of the Board of School Directors shall vote for dismissal at a public meeting of the Board.
- D. In determining whether cause exists for dismissal, that term shall specifically include, but shall not be limited to, just cause or any conduct or action by a bargaining unit employee which would lawfully provide a proper basis for dismissal pursuant to Section 1122 of the Public School Code of 1949, as amended, and interpretations thereof by Pennsylvania Courts and/or the Secretary of Education.
- E. In the event that the Superintendent of Schools shall recommend to the Board of School Directors that a bargaining unit employee be dismissed, the recommendation and the reasons thereof shall be transmitted in writing to the Board President, the P.B.S.P.A. President and the employee involved. Within ten (10) days after receipt of such recommendation by the employee involved, he/she shall elect in writing whether he/she wishes to proceed under Section 1121 through 1132 of the Public School Code of 1949, as amended, or in accordance with the grievance procedure set forth in this Agreement beginning at Step III. Bargaining unit employees whose dismissal for cause has

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been recommended may follow the grievance procedure or request a hearing pursuant to Sections 1121 through 1132 of the Public School Code of 1949, as amended, but not both.

F. This section shall apply to disciplinary actions only and shall not apply to retirements, suspensions, non-disciplinary transfers, non-disciplinary demotions, abandonment of contract, resignation or other changes in a bargaining unit employee's status which are initiated by the employee or which are initiated by the Board of School Directors for reasons other than for the purpose of discipline of an employee for cause.

13. RIGHTS OF ASSOCIATION

A. USE OF DISTRICT FACILITIES, SUPPLIES AND INFORMATION
- The Association may use certain duplicating and copying equipment in the District provided it does not interfere with official school district use. The District copy machine is not to be used without permission from the Superintendent of Schools. The Association will pay for the cost of all materials, supplies and incidental costs for such use.

The Association and its representatives shall be allowed the use of school buildings for meetings after school hours when not in conflict with activities planned for that building. Arrangements for such meetings shall be made with the principal of the building.

The Association shall be allowed the use of interschool mail facilities and school mail boxes provided that it does not interfere with regular school mail.

The Board agrees to furnish, upon request, such financial and personnel data as may be reasonably disclosed and will assist in developing sound recommendations. Any reasonable additional information that may be necessary for the Association to process any grievance shall be made available by the Board.

B. DUES DEDUCTIONS - Payroll deductions for the Association, E.S.P., PSEA and N.E.A. shall be available to all bargaining unit employees. Deductions shall be made in eight (8) equal payments beginning with the second November payroll. The Board will forward to the Association the previous month's deductions during the subsequent month. In the event a member leaves the District before the last deduction is made, the balance will be deducted from his/her last pay. By October 31 of each year of this Agreement, the Association agrees to identify, on a listing supplied by the Board, those employees from whose pay dues are to be deducted. The Association shall indemnify, defend and save the District harmless

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against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the Board in reliance upon the payroll deduction authorization cards submitted by the Association to the Board of School Directors.

C. MEET-AND-DISCUSS -- Association representatives may meet with the Superintendent of Schools and members of his/her staff to review and discuss school problems and practices and the administration of this Agreement. Items discussed that are not a part of this Agreement are not subject to the grievance procedure. These meetings will be scheduled at the request of the President of the Association at a time mutually agreeable to the President and the Superintendent of Schools.

D. ASSOCIATION LEAVE -- The Association shall be granted up to fifteen (15) days each year of the Agreement for the purpose of conducting Association business. Four (4) days of unused Association leave may be accumulated from year to year. Additional leave may be provided at the sole discretion of the Superintendent of Schools. Employees shall suffer no loss in salary, benefits or other contractual or statutory advantages to which they are entitled on account of the use of such leave.

E. MAINTENANCE OF MEMBERSHIP -- Employees who are members of the Association on the effective date of this Agreement or who become members during its term shall maintain their membership for the term of this Agreement by paying annual dues and assessments. The payment of dues shall be in accordance with provisions set forth in Paragraph "B" above.

Employees may resign from membership in the Association fifteen (15) days prior to the expiration of this Agreement.

F. FAIR SHARE -- In the event that the membership in the Pennridge Educational Support Personnel Association reaches 75% of the bargaining unit members, the following fair share provision shall be implemented immediately:

Each non-member of the bargaining unit represented by the Association shall be required to pay a fair share fee as provided for Act 84 of 1988. The District and the Association agree to comply with all the provisions of said law.

The Association agrees to extend to all non-members the opportunity to join the Association.

The Association will indemnify, defend and hold the District harmless against any and all claims, demands, suits or other forms of liability

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that shall arise out of or by reason of action taken by the District to comply with the provision of this section.

G. NEW HIRES – A representative from the Association will be afforded time at an Orientation Meeting arranged by the Administration to speak to new hires.

H. EVALUATIONS – Evaluations shall be based on objective assessment of their work performance. Evaluations shall be performed by the employee's immediate non-bargaining unit supervisor. The evaluator, may however, receive input from other administrators/managers.

Employees shall be given a copy of any evaluation report prepared by the evaluator. Such copy will be provided prior to any post-evaluation conference. A post evaluation conference shall be held for each employee evaluated as less than satisfactory and will be scheduled as soon as possible. The employee shall have the right to submit a written response to the evaluation, which shall be attached to the file copy. Any evaluation which is less than satisfactory must be accompanied by written specific recommendations for improvement. The supervisor/evaluator will provide written plans for assistance.

No employee shall be required to sign a blank or incomplete evaluation form.

14. NO REPRISALS

The Parties agree that there shall be no reprisals against any employee for activities related to negotiations. It is understood that this clause is binding upon the Board and its individual members as well as the P.E.S.P.A. organization and its individual members.

15. DISTRIBUTION OF AGREEMENT

The printing, distribution and other expenses entailed with reproducing this Agreement shall be borne equally by the Pennridge Educational Support Personnel Association and the Pennridge Board of School Directors. All employees governed by this Agreement will receive a copy of the Agreement.

16. MANAGEMENT RIGHTS AND TRANSPORTATION SERVICES

Except where expressly and specifically abridged or modified by provisions of this Agreement, the District reserves and retains all managerial rights heretofore expressed by the District, including, but not limited to, the right to subcontract, in part, its transportation services and the sole and exclusive right to direct, manage and control all operations of the District; to determine and administer school policy; to direct employees; to schedule work hours and work assignments; to assign work, and to determine all matters of managerial policy, which shall include, but not be limited to, such areas of discretion or

1784 policies as the functions and programs of the District; standards of service;
1785 budgetary matters; the establishment of new positions; the elimination of
1786 positions or bargaining unit work; the increase or reduction in the work force;
1787 the utilization of technology; the selection or change of equipment, materials,
1788 products or processes; the suspension and discharge of employees; to relieve
1789 employees from duty because of lack of work, and all rights and duties
1790 imposed upon it by or inherent from the Public School Code or any laws or
1791 regulations of the Commonwealth or the United States of America.

1792
1793 It is understood and agreed, however, that the listing of specific rights in this
1794 provision are not intended to be nor shall be considered all-inclusive,
1795 restrictive or a waiver of any of the rights of management not listed and not
1796 specifically surrendered herein, whether or not such rights have been
1797 exercised by the District in the past.

1798
1799 With regard to the District's right to direct its operation as it deems
1800 appropriate, it is understood that there will be no subcontracting of the entire
1801 transportation operation during the term of this Agreement nor will any
1802 member of the staff be furloughed or suffer the reduction in hours because of
1803 a decision to subcontract various individual runs. The District agrees to
1804 provide the Association with the right to compete for any subcontracted run
1805 and the right to information concerning potential decision in this regard. In an
1806 emergency situation, however, the Administration and the Board are permitted
1807 to act in the best interest of the District and the community it serves. The
1808 Association will, however, be notified immediately of the situation and a
1809 discussion between the Association and the District regarding the manner in
1810 which the situation will be handled on a long-term basis will be held as soon
1811 as possible. The District also agrees that no subcontracting will take place
1812 because of a shortage of drivers without the District having first put forth a
1813 good faith effort to obtain drivers.

1814
1815 **17. EFFECTIVE DATE AND SIGNATURE**

1816
1817 This Agreement is to be effective as of July 1, 2011. In witness whereof, the
1818 parties hereto have caused these present to be executed by their duly
1819 authorized officers after due and proper action authorizing the same, intending
1820 that both parties be legally bound hereby this 17th day of
1821 October, 2011.

INDEX

Additional Driving Duties.....	32
Appendix "A"	3
Appendix "B" – Other Employee Benefits and Conditions of Employment.....	8
Appendix "C" - Grievance Procedure.....	27
Appendix "D" – Other Items Agreement.....	29
Association Leave.....	40
Basic Salary Schedule.....	3 & 7
Bereavement Leave.....	17
Bumping.....	37
Bus Drivers and Bus Aides.....	22
Childrearing Leave.....	18
Conformity to Law-Savings Clause.....	2
Definition of Runs.....	32
Definitions of Employee Classes.....	8
Dental.....	20
Distribution of Agreement.....	41
Distribution of Remaining Positions When Massive Layoffs Occur.....	37
Driver Training.....	30
Due Process.....	38
Dues Deductions.....	39
Duty Free Break.....	11
Earned Vacation Calculation.....	13
Effective Date and Signature.....	2
Elementary and Secondary Education Act of 2002.....	26
Emergency/Personal Leave: Administrative/Student Services.....	17
Emergency/Personal Leave: Custodial/Maintenance.....	18
Emergency/Personal Leave: Transportation.....	18
Employee Recall.....	37
Evaluations.....	41
Fair Share.....	40
Grievance Procedure.....	1
Group Medical Insurance Benefits – Hospitalization – Major Medical.....	19
Guidelines for Reduction in Force.....	36
Holidays.....	12
Insurance Co-Payment for Administrative/Student Services Employees.....	21
Insurance Co-Payment for Custodial/Maintenance Employees.....	21
Insurance Coverage During Leave.....	23
Job Responsibilities for Transportation Employees.....	34
Job Responsibilities for Custodial/Maintenance Employees.....	34
Jury Duty.....	17
Leave Without Pay.....	17
Life Insurance.....	23
Longevity.....	4
Lunch Period.....	11
Maintenance of Membership.....	40
Management Rights and Transportation Services.....	41
Meet-And-Discuss.....	40

Military	19
Miscellaneous	28
Modification of Agreement.....	2
New Hires Applicable Salary Level	3
New Hires Orientation Information.....	41
No Reprisals.....	41
No Strike-No Lock-Out Provision.....	1
Non-Eligible Administrative/Student Services Employees Purchase of Benefits.....	22
Notification	36
Other Employee Benefits and Conditions of Employment.....	1
Other Items of Agreement	2
Overtime	30
Pay Periods.....	29
Personnel Files	29
Posting of Vacancies.....	30
Prescription	20
Recognition	1
Retirement Pay.....	23
Rights of Association.....	39
Safe Working Conditions.....	26
Salary Step Placement for Transfers within Bargaining Unit.....	4
Seniority.....	34
Separation	25
Sick Leave.....	14
Sickness Income Benefit Plan.....	16
Summer Hours	13
Teaching Assistant In-service.....	26
Temporary Promotions and Long-Term Substitute Service.....	5
Term of Agreement.....	1
Transfers Between Classifications.....	36
Use of District Facilities, Supplies and Information.....	39
Vacations.....	13
Vision.....	20
Wage Provisions	1
Waivers	2
Weather Conditions - Administrative/Student Services Employees	25
Weather Conditions - Transportation Employees	26
Work Day.....	11
X-Rays, Physical Examinations and Licenses	29

EQUAL EDUCATIONAL OPPORTUNITIES

The Pennridge School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, religion, gender, age or disability in its activities, programs or employment practices required by Title VI, Title IX, Section 504 and the Americans with Disabilities Act of 1990.

The Federal Drug-Free Workplace Act requires that the workplace be free of the illegal use of drugs. No one is allowed to use, make, sell, distribute or have in his/her possession illegal drugs. Any violation of this Act will lead to severe disciplinary action, including dismissal.

The mission of the Pennridge School District is to challenge school-aged students with a world-class education, to encourage and assist in the development of responsible individuals and productive citizens, and to maintain a high quality learning environment while providing all students equal opportunity to achieve their highest potential.

Brown, Charles (OOR)

From: Brown, Charles (OOR)
Sent: Friday, November 22, 2013 3:53 PM
To: 'scottedgell@comcast.net'
Subject: FW: Edgell v. Pennridge School District OOR Dkt. AP 2013-1242
Attachments: RTK All employees compensation - Edgell.xlsx (00096573@xB1AD4).xlsx; Ltr to Dena Lefkowitz re Scott Edgell RTK request 10.23.2013 (00073360@xB1AD4).pdf; 2013-2014 Benefit Rates.xlsx (00096572@xB1AD4).xlsx; 2010-2014 Act 93 Agreem with 9-19-11 addendum and sign page (3) (00096580@xB1AD4).pdf; PEA Contract 7-1-10 to 6-30-14 (3) (00096579@xB1AD4).pdf; Nutritional Services Contract 2011-2014 Approved 10-17-11 (00096578@xB1AD4).pdf; PESPA scanned original 2011-2013 (00096577@xB1AD4).pdf

Mr. Edgell,

The Office of Open Records received these records from the Pennridge School District. Can you please let us know if this satisfies your request. Thanks.



Charles Rees Brown

Senior Attorney
Office of Open Records
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225
(717) 425-5991
(717) 425-5343 (facsimile)
charlebrow@pa.gov

www.newPA.com | www.visitPA.com

Confidentiality Notice: This electronic communication is privileged and confidential and is intended only for the party to whom it is addressed. If received in error, please return to sender.

From: Rebecca Young [<mailto:ryoung@Kingspry.com>]
Sent: Thursday, November 21, 2013 4:38 PM
To: Brown, Charles (OOR)
Subject: Edgell v. Pennridge School District OOR Dkt. AP 2013-1242

Dear Attorney Brown

You aver that the Pennridge School District has failed to comply with the August 19, 2013 Final Determination. To the contrary, the District provided Mr. Edgell with an Excel spreadsheet in response to his request on September 23. A copy of the response is attached, entitled "RTK all employees compensation — Edgell." It is the District's position that no additional response is either necessary or appropriate.

I conveyed this information to Dena Lefkowitz on October 23, 2013. A copy of that letter is attached for your reference. As indicated in that letter, providing employee-specific information about medical benefits would disclose the individuals' marital and/or family status, including disclosure of whether the individual has any dependents. This information is personal, and is exempt from disclosure under Section 708(b)(6). More fundamentally, disclosing whether an individual has enrolled in a health care program is exempt under Section 708(b)(5).

I do realize that information about the nature of the medical benefits provided by the District was not produced in the course of Mr. Edgell's appeal. For that reason, I enclose the following:

1. The medical benefit rate sheet for the 2013-14 school year: this spreadsheet establishes that the premium rate for health coverage varies depending upon the employee's marital and family status

2. Contracts for employee groups under which medical benefits are provided. The contracts document the terms under which medical benefits are provided to various employee categories.

I trust that this information will resolve the controversy within your office. Please contact me with any additional questions or concerns.

Rebecca A. Young, Esquire
King, Spry, Herman, Freund & Faul, LLC
One West Broad Street, Suite 700
Bethlehem, PA 18018
(610) 332-0390 x 211
ryoung@kingspry.com

The information contained in this communication is intended solely for the use of the recipient named above and is information protected by the attorney/client and/or attorney/work product privilege. No waiver occurs by virtue of it being sent electronically. This comes from King, Spry, Herman, Freund & Faul, LLC., attorneys at law, and if you are not the intended recipient, please call us at (610) 332-0390 or e-mail the sender of the error and immediately delete the message from your system. Please note that any unauthorized use, dissemination, distribution or copying of this communication is strictly and legally prohibited.

From: Brown, Charles (OOR) [<mailto:charlebrow@pa.gov>]
Sent: Wednesday, November 20, 2013 10:57 AM
To: Rebecca Young
Subject: Edgell v. Pennridge School District OOR Dkt. AP 2013-1242

Hi Rebecca,

I represent the Office of Open Records and you recently informed our Chief Counsel that your client, the Pennridge School District, would not be providing any additional records to Scott Edgell as a result of our final determination in Docket No. AP 2013-1242. It is our position, that your client has not complied with our final determination and we will be bringing an action to enforce our order. Kindly, let us know if you will accept service on your client's behalf. Thanks.

Charles



Charles Rees Brown
Senior Attorney
Office of Open Records
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225
(717) 425-5991
(717) 425-5343 (facsimile)
charlebrow@pa.gov

www.newPA.com | www.visitPA.com

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2. Order Scheduling Hearing

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania, :
Office of Open Records, :
Petitioner :

v. :

Penridge School District, :
Respondent :

No. 594 M.D. 2013

RECEIVED

DEC 10 2013

OFFICE OF OPEN RECORDS

ORDER

NOW, December 5, 2013, upon consideration of petitioner's petition to enforce, hearing thereon is fixed for January 3, 2014, at 10:00 a.m., in Courtroom 3001, Third Floor, Pennsylvania Judicial Center, 601 Commonwealth Avenue, Harrisburg, Pennsylvania. See Pa. R.A.P. 1761.

Respondent's answer to the petition shall be filed and served on or before December 30, 2013.

Petitioner shall promptly serve respondent with a copy of this Order and shall thereafter promptly file of record a proof of service of same.

Rochelle S. Friedman, Senior Judge

Certified from the Record

DEC 06 2013

And Order Exit

3. Entry of Appearance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA, :
OFFICE OF OPEN RECORDS, :

Petitioner, :

v. : No. 594 M.D. 2013

PENNRIDGE SCHOOL DISTRICT, :
Respondent. :

ENTRY OF APPEARANCE

TO THE PROTHONOTARY:

Kindly enter the appearance of counsel listed below for the Office of Open
Records, Appellee, in connection with the above-captioned matter:



Charles Rees Brown
Senior Attorney
Supreme Court I.D. Number 70612
OFFICE OF OPEN RECORDS
Commonwealth Keystone Building, Plaza Level
400 North Street
Harrisburg, PA 17120-0225
T: (717) 346-9903; F: (717) 425-5343

For the Office of Open Records

Dated: December 11, 2013

2013 DEC 11 A 11:20
RECORDED & FILED
COMMONWEALTH COURT
OF PENNSYLVANIA

4. Compliance with Order

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA, :
OFFICE OF OPEN RECORDS, :

Petitioner, :

v. :

No. 594M.D. 2013

PENNRIDGE SCHOOL DISTRICT, :
Respondent. :

RECEIVED & FILED
COMMONWEALTH COURT
OF PENNSYLVANIA
2013 DEC 11 A 11:20

To the Prothonotary:

Please see the attached Certificate of Service indicating that the Office of Open Records effected service of the Order of Rochelle S. Friedman, Senior Judge , dated December 5, 2013, upon Counsel for Pennridge School District.

Respectfully submitted,



Dena Lefkowitz, Esq.
Chief Counsel
Supreme Court No. 52912
Charles Rees Brown, Esq.
Senior Attorney
Supreme Court No. 70612
Office of Open Records
Commonwealth Keystone Building
400 North Street, Fourth Floor
Harrisburg, PA 17120-0225
(717) 346-9903
(717) 425-5343 (facsimile)

Counsel for Office of Open Records

Dated: December 11, 2013

FILE COPY

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

RECEIVED

DEC 10 2013

OFFICE OF OPEN RECORDS

Commonwealth of Pennsylvania, :
Office of Open Records, :
Petitioner :

v. :

Penridge School District, :
Respondent :

No. 594 M.D. 2013

ORDER

NOW, December 5, 2013, upon consideration of petitioner's petition to enforce, hearing thereon is fixed for January 3, 2014, at 10:00 a.m., in Courtroom 3001, Third Floor, Pennsylvania Judicial Center, 601 Commonwealth Avenue, Harrisburg, Pennsylvania. See Pa. R.A.P. 1761.

Respondent's answer to the petition shall be filed and served on or before December 30, 2013.

Petitioner shall promptly serve respondent with a copy of this Order and shall thereafter promptly file of record a proof of service of same.

Rochelle S. Friedman, Senior Judge

Certified from the Record

DEC 06 2013

And Order Exit

5. Certificate of Service

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

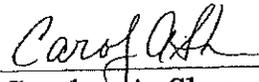
COMMONWEALTH OF PENNSYLVANIA, :
OFFICE OF OPEN RECORDS, :
 :
 Petitioner, :
 v. : No. 594 M.D. 2013
 :
 PENNRIDGE SCHOOL DISTRICT, :
 Respondent. :

CERTIFICATE OF SERVICE

I hereby certify that I have served a true and correct copy of the Order of Judge Rochelle S. Friedman, Senior Judge, dated December 5, 2013 upon the following by e-mail and First Class Mail, prepaid:

Rebecca Young, Esquire
King Spry
One West Broad Street, Suite 700
Bethlehem, PA 18018

Dr. Jacqueline Rattigan
Superintendent
Pennridge School District
1200 North Fifth Street
Perkasie, PA 18944



Carolyn A. Shuman
Administrative Officer
Office of Open Records
Commonwealth Keystone Building
400 North Street, Plaza Level
Harrisburg, PA 17120-0225
Phone: (717) 346-9903
Fax: (717) 425-5343
E-mail: carshuman@pa.gov

Dated: December 11, 2013

6. Respondents Answer and New Matter

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania,
Office of Open Records,
Petitioner

v.

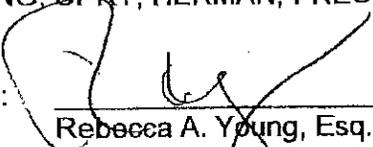
594 M.D. 2013

Pennridge School District,
Respondent

To the Office of Open Records:

You are hereby notified to file a written response to the enclosed Answer and New Matter within twenty (20) days from service hereof or a judgment may be entered against you.

KING, SPRY, HERMAN, FREUND & FAUL, LLC

By: 

Rebecca A. Young, Esq.
One West Broad Street, Suite 700
Bethlehem, Pennsylvania 18018
(610) 332-0390
ryoung@kingspry.com
Counsel for Pennridge School District

actions by the Commonwealth, and any officer therefore acting in his/her official capacity. In contrast, a petition to enforce a final order of a Commonwealth agency falls under the *appellate* authority of this Court, pursuant to Pa.R.A.P. 3761. Similarly, OOR's reference to Commonwealth v. Lansdowne Swim Club is inapposite.

Lansdowne addressed an appeal by the Human Relations Commission from an order of this Court denying a request for enforcement of a subpoena. The appeal was taken as of right pursuant to 42 Pa.C.S. § 723(a) because this Court had addressed the matter as one falling within its original rather than its appellate jurisdiction. By way of further answer, the District avers that OOR lacks standing and authority to file the instant Petition and hereby incorporates the averments of its New Matter by reference.

4. Admitted.

5. Admitted.

6. Admitted.

7. Admitted.

8. Admitted.

9. Admitted.

10. Admitted.

11. Denied. Following reasonable investigation, the District is without sufficient information to determine the truth of the matter asserted. By way of further answer, any communication between the Requester and OOR would constitute a prohibited *ex parte* communication. By way of further answer, the District avers that it has provided the Requester with all responsive records in its possession. By way of still further answer, the District incorporates the averments of its New Matter by reference.

12. Denied. The District specifically denies that it has failed to provide the Requester with all responsive records in its possession. The District denies the averments of this paragraph to the extent that they may be inconsistent with Exhibit C to the Petition, which speaks for itself. By way of further answer, the District incorporates the averments of the preceding paragraphs by reference.

13. Admitted in part, Denied in part. The District admits that it has not filed an appeal from the August 19, 2013 Final Determination. The District denies the remaining averments of this paragraph to the extent that they may be inconsistent with the decision referenced therein, which decision speaks for itself. By way of further answer, the District avers that the unreported single judge opinion referenced by OOR is not controlling precedent and further that the existence of that unreported opinion was unavailable to the District prior to December 11, 2013, being the date it received a copy of it from OOR. The District avers that, following review of the unpublished opinion, it reviewed its records and issued additional records to the requester on December 19, 2013. By way of still further answer, the District incorporates the averments of the preceding paragraphs and of its New Matter by reference.

14. Denied. The District specifically denies that it has failed to comply with the August 19, 2013 Final Determination. By way of further answer, the District incorporates the averments of the preceding paragraphs and of its New Matter by reference.

15. Denied as stated.¹ The District avers that it has complied with the Final Determination. By way of further answer, the District incorporates the averments of the preceding paragraphs and of its New Matter by reference.

WHEREFORE, the Pennridge School District, through its undersigned counsel, respectfully requests that this Court enter an Order dismissing the Petition to Enforce Final Determination.

NEW MATTER

1. The District incorporates the averments of the preceding paragraphs by reference.
2. OOR has neither authority nor standing to bring an action to enforce its Final Determination for the reasons set forth herein.
3. The Petition references a Final Determination issued by OOR on August 19, 2013.
4. The parties to the underlying Open Records request are Scott Edgell and the School District. Petition ¶ 4.
5. There has been no appeal from the Final Determination. Petition ¶ 10.
6. The role of the OOR in the underlying Open Records request is an independent adjudicator and as such the OOR has no interest in the underlying matter. East Stroudsburg University Foundation v. Office of Open Records, 995 A.2d 496 (Commw. Ct. 2010).

¹ The District sees no relevance to OOR's reference to Bowling v. Office of Open Records, 990 A.2d 813 (Commw. Ct. 2010) Bowling was an appeal on the merits from an OOR Final Determination involving a Commonwealth Agency to this Court pursuant to 65 P.S. § 67.1301(a) The instant matter is OOR's attempt to enforce a Final Determination.

7. The Office of Open Records lacks standing to file the Petition to Enforce its Final Determination because it is not aggrieved by the alleged failure to comply with its Final Determination and has no statutory authority to enforce a Final Determination.

Id.

8. OOR is established under Section 1310 of the Right to Know Law ("RTKL"), 65 P.S. § 67.1310. Therein OOR is authorized to do the following:

- a. provide information relating to the implementation and enforcement of RTKL; and
- b. issue advisory opinions to agencies and requesters; and
- c. provide training courses; and
- d. assign appeals officers to review appeals of agency decisions and to issue orders and opinions; and
- e. establish a mediation program; and
- f. establish a website with information about RTKL; and
- g. conduct a biannual review of fees charged under RTKL; and
- h. annually report its activities to the Governor and the General Assembly.

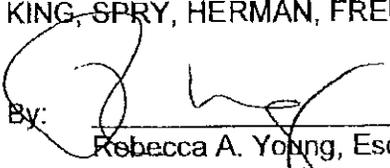
9. Nothing in the Right to Know Law authorizes OOR to pursue a petition to enforce its own decision.

10. OOR states on its website that it does not file petitions to enforce Final Determinations. A true and correct copy of the applicable portion of OOR's website content downloaded by the undersigned counsel is attached hereto as Exhibit A and incorporated by reference.

WHEREFORE, the Pennridge School District, through its undersigned counsel,
respectfully requests that this Court enter an Order dismissing the Petition to Enforce
Final Determination.

Respectfully submitted,

KING, SPRY, HERMAN, FREUND & FAUL, LLC

By: 

Rebecca A. Young, Esq.
One West Broad Street, Suite 700
Bethlehem, Pennsylvania 18018
(610) 332-0390
ryoung@kingspry.com
Counsel for Pennridge School District

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania,
Office of Open Records,
Petitioner

v.

Pennridge School District,
Respondent

594 M.D. 2013

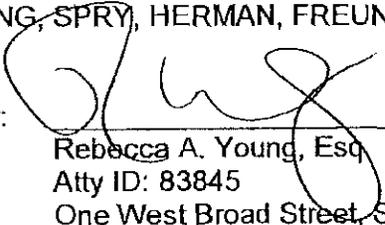
CERTIFICATE OF SERVICE

The undersigned hereby certifies that on this 20th day of December, 2013, I served a copy of the foregoing Preliminary Objection upon all parties of record in this proceeding by email and by first class mail, postage prepaid:

Dena Lefkowitz, Esq.
dlefkowitz@pa.gov
Office of Open Records
Commonwealth Keystone Building
400 North St., Fourth Floor
Harrisburg PA 17120-0225
(717) 346-9903
Counsel for Office of Open Records

Charles Rees Brown, Esq.
charlebrow@pa.gov
Office of Open Records
Commonwealth Keystone Building
400 North St., Fourth Floor
Harrisburg PA 17120-0225
(717) 425-5991
Counsel for Office of Open Records

KING, SPRY, HERMAN, FREUND & FAUL, LLC

By: 

Rebecca A. Young, Esq.
Atty ID: 83845
One West Broad Street, Suite 700
Bethlehem, Pennsylvania 18018
(610) 332-0390
ryoung@kingspry.com
Counsel for Pennridge School District

Exhibit "A"

{00102799}

Open Records

[Open Records](#) > Enforce a Final Determination

About the Office

Contact Us

Right-To-Know Law

Citizens' Guide

Forms

Appeals Process - How to File an Appeal

FAQs

Fees

Final Determinations Judicial Decisions

Petitions for Reconsideration

Enforce a Final Determination

Proposed Amendments to RTKL

Advisory Opinions

Appeals Process - Interim Guidelines

Hearings and Mediation

Agency Guides & Advisories

Media Inquiries

Tips from the Executive Director

Approved Fees - Section 1307(e)

Records Retention

News

Registered Open Records Officers

Request for OOR Records

Training on RTKL

External Links

Log In



pennsylvania
OFFICE OF OPEN RECORDS

INFORMATION REGARDING ENFORCEMENT ACTION OF AN OOR FINAL DETERMINATION

When the Office of Open Records issues a Final Determination that orders release of public records, requesters often ask us how they enforce the order if the agency does not comply within the statutory timeframe.

The short answer is that you must seek help from a Court. **The Office of Open Records does not have the authority to provide legal or other assistance to you with such legal actions to seek enforcement.**

Under the law, either party to an appeal to the Office of Open Records may appeal its final determination within 30 days of the mailing date of the Final Determination. In Commonwealth Court and in many of the Courts of Common Pleas, this filing is properly called a "petition for review". If the requester is the prevailing party and the agency files a petition for review, the release of documents ordered by the Office of Open Records is stayed pending a decision by the court in the petition for review proceeding. That proceeding can take time, depending on its complexity and the docket of the court having jurisdiction over the petition. The Office of Open Records may but is not obligated to participate in such petitions for review, pursuant to 65 P.S. § 67.1303(a).

If the agency does not file a petition for review, the Office of Open Records' Final Determination becomes enforceable on the 31st day after the mailing date of the Final Determination. As of this date, if the agency has not complied with the Final Determination and provided the documents as ordered by the Office of Open Records, the requester may seek to enforce the order with a Court.

If the agency involved is a local agency, the requester must file an enforcement action in the Court of Common Pleas for the county as indicated in the Final Determination. If the agency involved is a Commonwealth agency, the requester must file an enforcement action in the Commonwealth Court. The Commonwealth Court's website is <http://www.pacourts.us/T/Commonwealth/>.

The kinds of actions a requester would consider filing are in the nature of an action to enforce the order of an administrative agency and could include a mandamus action or other action, application or petition to enforce the Final Determination or to compel the government to comply with the Office of Open Records' order. There may be other mechanisms to enforce the order, however. **The Office of Open Records strongly recommends that any one considering legal action to enforce a Final Determination seek advice of counsel to gain a full understanding of his or her rights and to fully comply with all requirements and time limits, or statutes of limitations.**

You may contact your state or county bar association for assistance in finding a lawyer. One place you may get help is with the Pennsylvania Bar Association's Lawyer Referral Service at <http://www.pabar.org/public/membership/lrsblurb.asp>

Because of the number of requests we receive related to this topic, the OOR lists below copies of enforcement actions that have been filed by a prevailing requester in an appeal to the Office of Open Records. These are public, judicial records. The Office does not endorse these forms or purport to advise any party that these are the best or only courses of action in any particular matter. We simply provide them as a courtesy.

ENFORCEMENT ACTIONS FILED

[Court of Common Pleas - October 2012](#)

[Court of Common Pleas - January 2012](#)

[Court of Common Pleas - April 2012](#)

[Court of Common Pleas - February 2011](#)

[Commonwealth Court - August 2011](#)

[Court of Common Pleas - September 2011](#)

[Court of Common Pleas - December 2011](#)

[Court of Common Pleas - April 2010](#)

[Court of Common Pleas - November 2009](#)

ATTORNEY FEES AWARDED

[Court of Common Pleas - October 2012](#)

[Privacy Policy](#) | [Security Policy](#)

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7. Respondents Application for Continuance

2. The Court scheduled hearing on the averments of the Petition for January 3, 2014.

3. The District received a copy of the Petition and scheduling order on December 10, 2014.

4. The District is filing an Answer and New Matter in response to the Petition contemporaneously with this Application.

5. In anticipation that the Court will address all of the issues presented in the pleadings at the scheduled hearing, the District requests a continuance from the January 3 date because:

a. the District staff member with personal knowledge regarding the District's response to the underlying request is unavailable until mid-February, 2014 following return from a planned medical leave; and

b. the District submits that the continuance will not prejudice any party, nor hamper this Court's effort, in any manner, to efficiently and/or effectively consider the merits of the Petition or the District's New Matter.

WHEREFORE, the Penridge School District, through its counsel, respectfully requests that this Court enter an Order rescheduling the hearing in this matter to a date after February 14, 2014.

Respectfully submitted,
KING, SPRY, HERMAN, FREUND & FAUL, LLC

By: _____

Rebecca A. Young, Esq.
One West Broad Street, Suite 700
Bethlehem, Pennsylvania 18018
(610) 332-0390
ryoung@kingspry.com
Counsel for Penridge School District

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania,
Office of Open Records,
Petitioner

v.

Penridge School District,
Respondent

594 M.D. 2013

CERTIFICATE OF SERVICE

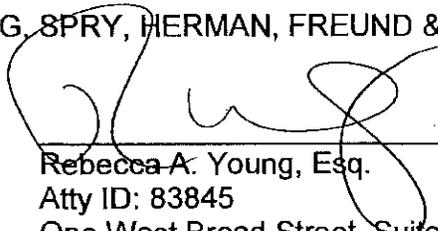
The undersigned hereby certifies that on this 20th day of December, 2013, I served a copy of the foregoing Application for Continuance upon all parties of record in this proceeding by email and by first class mail, postage prepaid:

Dena Lefkowitz, Esq.
dlefkowitz@pa.gov
Office of Open Records
Commonwealth Keystone Building
400 North St., Fourth Floor
Harrisburg PA 17120-0225
(717) 346-9903
Counsel for Office of Open Records

Charles Rees Brown, Esq.
charlebrow@pa.gov
Office of Open Records
Commonwealth Keystone Building
400 North St., Fourth Floor
Harrisburg PA 17120-0225
(717) 425-5991
Counsel for Office of Open Records

KING, SPRY, HERMAN, FREUND & FAUL, LLC

By:



Rebecca A. Young, Esq.
Atty ID: 83845
One West Broad Street, Suite 700
Bethlehem, Pennsylvania 18018
(610) 332-0390
ryoung@kingspry.com
Counsel for Penridge School District

8. Order granting Application for Continuance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania, :
Office of Open Records, :
Petitioner :

v. :

Pennridge School District, :
Respondent :

No. 594 M.D. 2013

ORDER

NOW, December 26, 2013, upon consideration of respondent's application for continuance of hearing, the application is granted. Hearing on petitioner's petition to enforce previously scheduled for January 3, 2014, is continued and rescheduled to February 3, 2014 at 1:30 p.m., in Courtroom 3001, Third Floor, Pennsylvania Judicial Center, 601 Commonwealth Avenue, Harrisburg, Pennsylvania. See Pa. R.A.P. 3761.

J. Wesley Oler, Jr., Senior Judge

Certified from the Record

DEC 26 2013

And Order Exit

9. Petitioners Answer to New Matter

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA,
OFFICE OF OPEN RECORDS,

Petitioner,

v.

PENNRIDGE SCHOOL DISTRICT,

Respondent.

No. 594 M.D. 2013

**ANSWER TO NEW MATTER IN RESPONSE TO PETITION TO
ENFORCE FINAL DETERMINATION**

AND NOW, the Commonwealth of Pennsylvania, Office of Open Records ("OOR") files
this Answer to New Matter in Response to Petition to Enforce Final Determination filed by the
Office of Open Records, and states as follows:

1. This averment requires no response.
2. This averment is a conclusion of law to which no response is required. To the extent a response is required, the OOR retains the authority to enforce un-appealed final determinations ordering the disclosure of public records.
3. Admitted. The Petition to Enforce references a final determination issued by the OOR.
4. Admitted. The parties to the underlying request are Scott Edgell and Respondent.
5. Admitted. There has been no appeal to the final determination underlying the Petition to Enforce.
6. This averment is a conclusion of law to which no response is required. To the extent a response is required, the OOR has no interest in the substance of the records underlying a final determination. The OOR does maintain an interest in ensuring that citizens receive records ordered to be disclosed where a government agency fails to appeal the final

2013 DEC 26 P 2:33
COMMONWEALTH COURT
OF PENNSYLVANIA

determination of the OOR. Further, the OOR has an interest in ensuring that its final orders are not ignored by agencies, requiring citizens to go to court to obtain records. The creation of the OOR is one of the remedial measures in the amended RTKL, providing citizens with a quasi-judicial tribunal to hear disputes. The purpose of the law is unfulfilled if an agency may disregard a final order.

7. This averment is a conclusion of law to which no response is required.
8. This averment requires no response. The Right-to-Know Law speaks for itself.
9. This averment is a conclusion of law to which no response is required.
10. The OOR's website speaks for itself. By way of further clarification, the OOR's website provides that the OOR will not provide legal representation to requesters. The OOR's website does not state that the OOR will not seek to enforce its final determinations.

WHEREFORE, Petitioner requests this Court enter an Order directing the Respondent to provide the Requester with all records responsive to the Request, including, but not limited to records regarding medical benefits of Respondent's employees.

Respectfully submitted,



Dena Lefkowitz, Esq.
Chief Counsel
Supreme Court No. 52912
Charles Rees Brown, Esq.
Supreme Court No. 70612
Pennsylvania Office of Open Records
Commonwealth Keystone Building
400 North Street, Fourth Floor
Harrisburg, PA 17120-0225
(717) 346-9903
(717) 425-5343 (facsimile)

Dated: December 26, 2013

Counsel for Office of Open Records

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

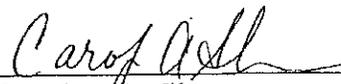
COMMONWEALTH OF PENNSYLVANIA, :
OFFICE OF OPEN RECORDS, :
 :
 :
 Petitioner, :
 v. : No. 594 M.D. 2013
 :
 :
 PENNRIDGE SCHOOL DISTRICT, :
 Respondent. :

CERTIFICATE OF SERVICE

I hereby certify that I have served a true and correct copy of the Answer to New Matter on behalf of the Office of Open Records upon the following by e-mail and First Class Mail, prepaid:

Rebecca Young, Esquire
King Spry
One West Broad Street, Suite 700
Bethlehem, PA 18018

Dr. Jacqueline Rattigan
Superintendent
Pennridge School District
1200 North Fifth Street
Perkasie, PA 18944



Carolyn A. Shuman
Administrative Officer
Office of Open Records
Commonwealth Keystone Building
400 North Street, Plaza Level
Harrisburg, PA 17120-0225
Phone: (717) 346-9903
Fax: (717) 425-5343
E-mail: carshuman@pa.gov

Dated: December 26, 2013

10. Petitioners Answer to Application for Continuance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA,
OFFICE OF OPEN RECORDS,
Petitioner,

v.

PENNRIDGE SCHOOL DISTRICT,
Respondent.

No. 594 M.D. 2013

2013 DEC 26 P 2:33

RECEIVED & FILED
COMMONWEALTH COURT
OF PENNSYLVANIA

**RESPONSE TO APPLICATION FOR CONTINUANCE OF HEARING
ON PETITION TO ENFORCE FINAL DETERMINATION FILED BY
THE OFFICE OF OPEN RECORDS**

AND NOW, the Commonwealth of Pennsylvania, Office of Open Records ("OOR") files this Response to the Application for Continuance of Hearing on Petition to Enforce Final Determination filed by the Office of Open Records, and states as follows:

1. Admitted. The OOR filed a Petition to Enforce Final Determination ("Petition") on December 3, 2013.
2. Admitted. A hearing on the Petition has been scheduled for January 3, 2013.
3. Admitted. Based on information and belief, copies of the Petition and this Court's scheduling order were provided to the Respondent on or about December 10, 2013.
4. Admitted. The District has filed an Answer and New Matter to the Petition contemporaneously with the Application for Continuance.
5. This averment requires no response. To the extent a response is required this averment is denied. The Respondent signals the intent to re-litigate the issues in the underlying Final Determination by presenting a witness with "personal knowledge" of the response to the right-to-know request of June 10, 2013. At that time, the Respondent cited no basis for

withholding information. On appeal, the Respondent provided no evidence or legal citation for withholding information, submitting only an unsworn statement that it was transitioning between software systems. If the Respondent disagreed with the Final Determination, it could have appealed. The bases for withholding information should not be at issue in this matter and the basis for a continuance is without merit.

WHEREFORE, Petitioner requests this Court enter an Order denying the Respondent's Application for Continuance.

Respectfully submitted,



Dena Lefkowitz, Esq.
Chief Counsel
Supreme Court No. 52912
Charles Rees Brown, Esq.
Supreme Court No. 70612
Pennsylvania Office of Open Records
Commonwealth Keystone Building
400 North Street, Fourth Floor
Harrisburg, PA 17120-0225
(717) 346-9903
(717) 425-5343 (facsimile)

Counsel for Office of Open Records

Dated: December 26, 2013

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA, :
OFFICE OF OPEN RECORDS, :
Petitioner :

v. :

No. 594 M.D. 2013

PENNRIDGE SCHOOL DISTRICT, :
Respondent :

ORDER

AND NOW, this ____ day of _____, 2013, the Application for
Continuance of Hearing filed by the Penridge School District is DENIED.

BY THE COURT:

, J.

11. Order denying Request for Continuance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

RECEIVED

Commonwealth of Pennsylvania, :
Office of Open Records, :
Petitioner :

JAN 02 2014

OFFICE OF OPEN RECORDS

v. :

Pennridge School District, :
Respondent :

No. 594 M.D. 2013

ORDER

NOW, December 31, 2013, upon consideration of petitioner's response to application for continuance of hearing, which we shall treat as a request for reconsideration of our December 26, 2013 order granting the continuance, the request for reconsideration is denied and our December 26, 2013 order is confirmed.

Keith B. Quigley, Senior Judge

Certified from the Record

DEC 31 2013

And Order Exit

12. Praecipe for Discontinuance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA,
OFFICE OF OPEN RECORDS,

Petitioner,

v.

PENNRIDGE SCHOOL DISTRICT,
Respondent.

No. 594 M.D. 2013

2014 JAN 10 P 12:08
COMMONWEALTH COURT
OF PENNSYLVANIA

PRAECIPE FOR DISCONTINUANCE

TO THE PROTHONOTARY OF THE
COMMONWEALTH COURT OF PENNSYLVANIA:

Kindly mark the above matter settled, discontinued and ended with
prejudice. A hearing for this matter is currently scheduled for February 3, 2014.

Respectfully submitted,



Dena Lefkowitz, Esq.
Chief Counsel, Office of Open Records
Supreme Court No. 52912

Benjamin A. Lorah, Esquire
Office of Open Records
Supreme Court I.D. Number 201408

Commonwealth Keystone Building
400 North Street, Fourth Floor
Harrisburg, PA 17120-0225
(717) 346-9903
(717) 425-5343 (facsimile)

Dated: January 10, 2014

13. Sheriff's Return of Service

RECEIVED

Office of the Sheriff JAN 10 2014



OFFICE OF OPEN RECORDS

Shelley Ruhl
Real Estate Deputy

Jack Duignan
Chief Deputy

Matthew L. Owens
Solicitor

Michael W. Rinehart
Assistant Chief Deputy

Dauphin County
101 Market Street
Harrisburg, Pennsylvania 17101-2079
ph: (717) 780-6590 fax: (717) 255-2889

Jack Lotwick
Sheriff

Commonwealth of Pennsylvania

COMMONWEALTH OF PENNSYLVANIA,
OFFICE OF OPEN RECORDS

VS

County of Dauphin

PENNRIDGE SCHOOL DISTRICT

Sheriff's Return
No. 2013-MD-594

And now: DECEMBER 19, 2013 at 8:25:00 AM served the within PETITION FOR ENFORCEMENT OF FINAL ADMIN. ORDER upon PENNRIDGE SCHOOL DISTRICT by personally handing to JACQUELINE RATTIGAN 1 true attested copy of the original PETITION FOR ENFORCEMENT OF FINAL ADMIN. ORDER and making known to him/her the contents thereof at C/O DR. JACQUELINE RATTIGAN, SUPERINTENDENT (BUCKS CO) 1200 NORTH FIFTH STREET PERKASIE PA 18944

So Answers,

Sheriff of Dauphin County, Pa.

Deputy: COUNTY OTHER
Plaintiff: COMMONWEALTH OF PENNSYLVANIA, OFFICE OF OPEN RECORDS
Sheriff's Costs: \$72 12/13/2013
Out Of County Cost: \$58.00



COUNTY OF DAUPHIN
HARRISBURG, PA.

J.R. LOTWICK
SHERIFF OF DAUPHIN COUNTY
OFFICAL RECEIPT

File #

Case Number

Document Type

2013-MD-594

PETITION FOR
ENFORCEMENT OF
FINAL ADMIN.
ORDER

Operator: 2502
Primary Defendant: PENNRIDGE SCHOOL DISTRICT

Cash Accounting

Rec. Date	Cat.	Transaction Type	Deposit Type	Receipt Number	Check From	Amount
12/13/2013	Deposit County	Civil Action-Notice	Check	13-210278	COMMONWEALTH OF PA	\$62.00
12/13/2013	Deposit State	Civil Action-Notice	Check	13-210279	COMMONWEALTH OF PA	\$10.00

Total Number of Rows: 2

Total Paid \$72

RECD. BY *J.R. Lotwick*

RECEIVED

JAN 10 2014

OFFICE OF OPEN RECORDS

14. Order confirming Discontinuance

IN THE COMMONWEALTH COURT OF PENNSYLVANIA

Commonwealth of Pennsylvania, :
Office of Open Records, :
Petitioner :
v. :
Penridge School District, :
Respondent :

RECEIVED

JAN 15 2014

OFFICE OF OPEN RECORDS

No. 594 M.D. 2013

ORDER

NOW, January 13, 2014, this matter is hereby settled, discontinued and ended with prejudice. The Chief Clerk shall mark this matter as closed.

Hearing on petitioner's petition to enforce scheduled on February 3, 2014 at 1:30 p.m., in Courtroom 3001, Third Floor, Pennsylvania Judicial Center, 601 Commonwealth Avenue, Harrisburg, Pennsylvania, is canceled.

Dan Pellegrini, President/Judge

Certified from the Record

JAN 14 2014

And Order Exit