

COLLECTIVE BARGAINING AGREEMENT

between the

WALLINGFORD-SWARTHMORE  
SCHOOL DISTRICT

and the

WALLINGFORD-SWARTHMORE  
EDUCATION ASSOCIATION

2024-2028

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## **I. RECOGNITION**

- A. The Wallingford-Swarthmore Education Association (hereinafter called the “Association” or “Bargaining Agent”) is hereby recognized by the Wallingford-Swarthmore School District (hereinafter called the “Employer” or “District”), as the Bargaining Agent for all full-time and regular part-time professional employees (hereinafter collectively called “employees” or “bargaining unit”) under contract, including elementary teachers, secondary teachers, department chairpersons, librarians, school nurses, psychologists, school counselors, social workers, speech and language therapists, and long-term substitutes who work 90 days or more in the same assignment, and excluding management and first level supervisors.
- B. Both parties aver that this Agreement sets forth the terms and conditions to which each party agrees to be bound, and that such Agreement has been reached voluntarily without undue or unlawful coercion or force by either party.
- C. If the District is unable to maintain the prior fiscal year’s level of funding due to a change or modification of the funding formula at the state or local levels, the parties agree to reopen Article IV of this Agreement and renegotiate salaries that year and each following year of the current agreement. Any salary reduction for each year can not exceed the total amount of the actual deficit multiplied by the Bargaining Unit’s total compensation percentage of the prior year’s general fund budget.

## **II. TERM OF AGREEMENT**

- A. The term of the agreement shall begin on July 1, 2024 and shall continue in full force and effect until June 30, 2028.
- B. An employee who resigns, retires, or is furloughed effective in June at the end of a school term, and who has served a full year shall continue to receive the following fringe benefits until August 31 provided that the benefits are in force at the time of the resignation, retirement, or furlough.
  - 1. Hospital/Medical Insurance
  - 2. Group Life
  - 3. Income
  - 4. Dental Insurance

## **III. NO STRIKE-NO LOCKOUT PROVISION**

Both parties agree to faithfully abide by the provisions of the Pennsylvania Public Employee Relations Act (Act 195 of 1970, as amended). As a condition of the various provisions of this Agreement to which the parties have agreed, the members of the bargaining unit agree that they will not engage in a strike (as that term is defined in the Act) during the term of this Agreement; and the Employer pledges that it will not conduct, or cause to be conducted, a lockout during the term of this Agreement.

#### **IV. SALARY SCHEDULE**

Effective July 1, 2024, the salary schedule shall be as set forth in Appendix A-1. Placement and advancement on the schedule shall be in accordance with existing policy and practice.

Salaries will be retroactive to July 1, 2024 for Bargaining Unit Members actively employed by the District as of the date of contract ratification. Salaries will be paid to eligible Bargaining Unit Members within five (5) weeks of contract ratification.

#### **V. INSURANCE BENEFITS**

Patient Protection & Affordable Care Act - If, at any time (including during the period of the expiration of this agreement and prior to the execution of a new agreement), the premium for any plan will exceed the threshold amount as stated in the Patient Protection and Affordability Care Act (or as stated in any applicable federal or state legislation enacted hereinafter) so as to subject such a plan to a tax or fee, the parties agree that said plan will be eliminated, and , the next available “richest” health benefit plan available in the Delaware County Public Schools Healthcare Trust, or current consortium, that does not trigger the above mentioned tax will become the adopted plan.

New Hires and Re-Hires shall have their benefits commence with the first day of the month after employment start date. If the employee starts the 1<sup>st</sup> of the month, coverage will begin on that date, not the 1<sup>st</sup> of the following month.

Full-time employees who are willing to discontinue District paid medical, prescription, and dental coverage for the start and length of each school year, shall receive an annual bonus payment of \$3,000.00 payable in semi-annual installments. Semi-Annual payments shall be made on the paydays closest to December 30 and June 15.

Each part-time Bargaining Unit Member, who works less than 30 hours per week, will be offered coverage for the appropriate portion of the full-time position. Example: A .75 employee shall pay 75% of the premium of a 1.0 employee. Each full-time employee, will be defined as a Bargaining Unit Member who works at least 30 hours per week, will be offered the following coverages:

##### **A. Medical Insurance:**

1. The District’s Core Plan will be Independence Blue Cross Personal Choice C3-F2-02 with the following basic components:
  - \$20 copay for primary office visits
  - \$40 copay for specialty visits
  - \$100 copay for emergency room visits
  - \$100 per day (up to 5 days) copay for hospital inpatient

The District contribution toward the Core Health Plan coverage selected by the currently eligible full-time or part-time Bargaining Unit Members shall be as follows:

- 2024-2028: 87.0% of the final premium
2. Alternate Health Plans. For the purposes of this Agreement, the Health Benefit Plans described below shall be individually or collectively referred to as “Alternate Health Plan(s).
- a. Personal Choice 20/30/70 with the following basic components:
- \$20 copay for primary care office visits
  - \$30 copay for specialty visits
  - \$40 copay for emergency room visits (waived if admitted)
  - \$150 per day (up to 5 days) copay for hospital inpatient

During the term of this Agreement, in the event a Bargaining Unit Member elects to participate in Personal Choice 20/30/70 Plan, the Bargaining Unit Members will pay 100% of the difference between the District contribution to the Core Health Plan for the year in question and the cost of the second look premiums of the Personal Choice 20/30/70 Plan.

- b. Personal Choice Alternative Gold Copay with the following basic components:
- \$35 copay for primary care office visits
  - \$45 copay for specialty visits
  - \$250 copay for emergency room visits (waived if admitted)
  - \$300 per day (up to 5 days) copay for hospital inpatient

During the term of this Agreement, in the event a Bargaining Unit Member elects to participate in the Personal Choice Alternative Gold Copay Plan, the Bargaining Unit Member will have their contribution to the Core Health Plan reduced by 50% of the difference between the cost of the Core Health Plan for the year in question and the cost of the second look premiums of the Personal Choice Alternative Gold Copay Plan.

An eligible Bargaining Unit Member’s election to be covered under the Core Health Plan or any Alternate Health Plan for which the Bargaining Unit Member is obligated to pay any part of the premium shall be deemed to be his/her authorization for the premium deduction to cover his/her cost of the healthcare benefit.

Comparable Coverage: The District reserves the right to substitute another carrier (including an alternative funding method), providing comparable coverages.

**B. Prescription Insurance:**

The prescription plan, which will be implemented as soon as practicable following contract ratification, will include an \$8.00 generic, \$35.00 formulary brand, \$50.00 non- formulary brand co-pay structure. The prescription plan shall also include the following components:

1. Maintenance Choice: For maintenance medications, after the initial first two fills, all fills can only be filled at a CVS retail pharmacy or through the CVS/Caremark Mail Service Pharmacy.
2. Exclusive Specialty: Specialty prescriptions can only be filled at a CVS retail pharmacy or through the CVS/Caremark Mail Service Pharmacy.
3. Step Therapy: For new medications, after the ratification date of this agreement, members must try a front line medication (usually a generic medication) prior to receiving back up medication (usually a brand name medication).
4. Drug Quantity Management: Quantities of medications are limited in accordance with FDA-approved dosage guidelines, manufacturer-recommended guidelines.
5. The annual employee contribution toward the prescription coverage shall be as follows:

Year	Single Coverage	Other Coverage
2024-2025	10% of total cost	6% of total cost
2025-2026	10% of total cost	7.5% of total cost
2026-2027	10% of total cost	9% of total cost
2027-2028	10% of total cost	10% of total cost

**C. Dental Plan**

During the term of this agreement, the District agrees to contribute the following percentages of the premiums toward the 1500 dental plan provided by United Concordia or its substantial equivalent for the coverage selected by the currently eligible full-time or part-time Bargaining Unit Member (working at least 30 hours per week).

- 2024-2028: 87.0% of the final premium

The 1500 dental plan includes oral surgery (100% UCR), prosthetics and crown inlay and inlay restoration (50% UCR), periodontal services (50% UCR) and orthodontics (50% UCR up to a lifetime maximum of \$800.00).

The District reserves the right to select any carrier provided the coverage is comparable. The District also reserves the right to alter the buyout provisions for the dental plan.



**D. Vision Insurance**

Employees may purchase optional vision insurance, through payroll deduction, at sole cost of employee. The vision insurance shall be for employees, with addition of dependents available, through any participating provider.

**E. Group Life Insurance**

Each full-time employee will be granted term life insurance coverage in the amount of \$48,000.00 and the Employer will pay 100% of the premium provided that the employee is insurable under the terms of the group insurance contract and that all requirements of the insurer have been met.

**F. Long Term Disability Protection Plan**

Each full-time employee will be covered by an income protection plan providing up to \$2,500 per month for sickness starting with the 31st day of disability or end of accumulated sick leave (whichever is greatest) for up to five years. The Employer will pay 100% of the premium, provided that the employee is insurable under the terms of the group insurance contract and that all compliance requirements of the insurer have been met.

The employee may purchase, at his or her discretion and cost, additional coverage, providing up to \$5,400 per month for sickness.

**VI. OTHER SALARY PROVISIONS**

**A. Status Changes**

Changes in status to Master's, Master's +30 graduate credits, and Doctorate will be effective on the first (1<sup>st</sup>) and fourteenth (14<sup>th</sup>) pay of the academic year following presentation of satisfactory evidence that the requirements for the change have been met. Paperwork including transcripts shall be submitted no later than three (3) weeks prior to the effective pay period date.

All credits applicable to salary advancement must be pre-approved by the Superintendent of Schools or their designee. Should any credits not meet the approval of the Superintendent or their designee, the Bargaining Unit Member will be given the opportunity to justify the credits to the Superintendent. The requirement of pre-approval can be waived by the Superintendent. The Bargaining Unit Member will provide proof of successful completion of the courses or attainment of a master's or doctoral degree or master's equivalency certificate to the school district. The District will keep a record of these credits. Effective for all courses taken on or after the date of the ratification of this Collective Bargaining Agreement, no credit will be made for video or travel courses. The Superintendent will review any graduate coursework submitted for preapproval, which is to be undertaken in a technological rather than a traditional format (i.e., an Internet course) and will, at his/her sole discretion, approve or disapprove the taking of such coursework for salary credit. Such approval or denial shall take into account the intellectual rigor of the course, its relevance to the improvement of the applicant's instructional skills in his/her

present assignment, and the recommendation of other appropriate administrators. Each approval or denial shall be done on a case-by-case basis, and no case will constitute a precedent or establish a practice requiring approval in any other case.

The following guidelines for pre-approving coursework reflect the District's current approach to continuing education in response to the evolving design of graduate courses at many colleges and universities. These new designs provide educational opportunities via different modes and methods including online and hybrid courses. Moving forward, these guidelines should serve as clarifications to WSEA Collective Bargaining Agreement sections VI.A. for Status Changes and VII.B. for Tuition Payments.

1. Courses for graduate credit, salary advancement, or reimbursement will typically be approved if they meet the following criteria:
  - the course is taken at an accredited college or university. The Superintendent will retain discretionary power to approve coursework at accredited schools outside of a campus in Pennsylvania, Delaware, New Jersey, or Maryland for programs that may or may not be virtual, subject to the Superintendent's sole discretion. It is understood that the District is not interested in approving or supporting programs that are diploma mills or approving every online program; and
  - the course is a required/elective part of a graduate degree granting program\* at that institution.
2. Courses not falling into the above category will be reviewed on a case-by-case basis.

When submitting for course pre-approval, you must include documentation showing:

- Appropriate District forms available online including Pre-Approval and request for reimbursement. Course description from college or university's course catalog.
- University/College documentation showing the course is a required/elective part of a graduate degree program\* of that school.

*\*Not all graduate level courses are part of a degree granting program. The course must be included on the graduate degree program list of required/elective courses for that degree.*

It is the responsibility of the Bargaining Unit Member to alert the District when he or she has attained 30 graduate credits beyond the Master's Degree or Master's Equivalency Certificate. Evidence in the form of a transcript indicating the degree has been conferred, or MEQ Letter from the Pennsylvania Department of Education, shall be required to move to the Master's or Doctorate Column.

Salary adjustment in Master's, Master's + 30 graduate credits, and Doctorate will occur as of the first pay check or the fourteenth pay check of the school year, whichever comes first following attainment of the new salary classification. In the event the records are not

complete in time for the 1<sup>st</sup> and 14<sup>th</sup> pay period, adjustments will be retroactive to this date following completion of all necessary paperwork.

## **B. Pay Periods**

The salary comprised of the Bargaining Unit Member's base salary, together with all above scale differentials in effect during the school year, shall be paid in 26 equal biweekly installments each year of the contract. A schedule of pay dates for the term of this Collective Bargaining Agreement are attached hereto as Appendix "C". Future pay schedules will address situations where 27 pays are necessary. Bargaining Unit Members may elect to receive their remaining paychecks (lump sum) in advance at the conclusion of the school year. Newly hired Bargaining Unit Members requesting the lump sum payment shall submit the electronic request on or before September 1<sup>st</sup> or the first day worked of the school year, whichever occurs last, unless required to do so by the Internal Revenue Code. Long-Term Substitutes will automatically receive the lump sum at the end of their contract terms. All such salary payments will be made by direct deposit. Half steps shall be paid as in the past but shall not exceed the maximum for degree column.

Paper checks will no longer be issued except for the first paycheck after employment commences.

## **C. Supplemental Positions**

During the term of this Agreement, supplemental salaries as set forth in Appendix A-2 shall be paid to Bargaining Unit Members who perform one (1) or more of the listed functions as assigned by the District. In no event shall any supplementary salary become part of the Bargaining Unit Member's base salary.

## **D. Mileage Reimbursement for Multi-Site Assignments**

Bargaining Unit Members whose assignments regularly require them to travel from one school building to another school building within the District and furnish their own transportation shall be reimbursed on a mileage basis at the maximum rate authorized by the Internal Revenue Service.

## **E. Seniority Step**

All full-time Bargaining Unit Members with 25 years of teaching service or more in the public schools and on the top step of the salary schedule shall have the option of moving to the Seniority Step. Written notification to the Human Resources Office of such movement shall be made on or before March 14<sup>th</sup> of the year preceding the movement. Bargaining Unit Members who elect placement on the Seniority Step will not receive District-paid medical, prescription, and dental insurance throughout the remaining life of the contract.

## **VII. OTHER EMPLOYEE BENEFITS**

### **A. Unused Sick Leave**

Members of the bargaining unit retiring under provisions of the Pennsylvania Public School Employees' Retirement System after fifteen (15) years of consecutive service in the Wallingford-Swarthmore School District will be paid a retirement bonus according to the schedule printed below.

For intent to retire letters received by the Human Resources Office on, or after March 15 of the year the employee is retiring:

- \$24.00 per day for each day of sick leave accumulated after September 1, 1981, and up to September 1, 1987; maximum 60 days.
- \$36.00 per day for each day of sick leave accumulated after September 1, 1987, and up to September 1, 2010.
- \$40.00 per day for each day of sick leave accumulated after September 1, 2010.

For intent to retire letters received by the Human Resources Office on or before March 14 of the year the employee is retiring, if retiring at the end of the school year, or if not retiring by the end of the school year, then ninety (90) calendar days prior to the actual retirement date:

- \$50 per day for the first 100 days of sick leave accumulated;
- \$75 per day for the next 100 days of sick leave accumulated;
- \$100 per day for days beyond 200 days of sick leave accumulated.

Amounts to be paid under these provisions will be paid in a single payment.

Should an employee use sick leave days, the most recent entitlement days are deducted first with respect to the accounting of accumulated days.

An employee with fifteen (15) or more years of consecutive service in the district who dies prior to retirement shall have the benefits under this provision paid to his/her estate.

### **B. Tuition Payments**

The District will pay 75% of the tuition charges for successfully completed graduate study in fully accredited institutions for the first six (6) semester credit hours or its equivalent per Bargaining Unit Member during a fiscal year (July 1- June 30) of this Agreement. The District will pay 50% of the tuition charges for the 7th through 12th such credits taken during a fiscal year (July 1 - June 30) of this Agreement. There will be no reimbursement for undergraduate courses or for credits in excess of 12 per year. In no case shall the total reimbursement to a Bargaining Unit Member exceed \$3,000.00 per year. No more than six (6) credit hours (or its equivalent) per school semester will be reimbursed during the fall or spring semester.

Approvals and reimbursement agreements will be awarded on a first come, first served basis with priority being given to those employees taking courses that will apply to their Level II Instructional Certification in the Commonwealth of Pennsylvania.

Approval of course selection by the Superintendent or designee is prerequisite for subsidy. Qualified courses must be related to the employee's teaching assignment, new area of certification and/or an advanced education degree. Stipulations in Section VI, subsection A. will apply. Payment will be made on evidence of successful completion (minimum grade of B required) and presentation of a transcript and an itemized bill showing all charges and fees by the Bargaining Unit Member, except that participants in summer study must return to the employ of the District for the school year immediately following such study in order to be entitled for reimbursement. No participant shall receive more than 100% reimbursement for tuition costs from any and all sources. Each approval or denial shall be done on a case-by-case basis, and no case will constitute a precedent or establish a practice requiring approval in any other case.

The maximum annual cost to the District for this benefit during the term of this Agreement shall be \$75,000.

In the event that a Bargaining Unit Member separates from employment for any reason, other than for retirement pursuant to the provisions under PSERS, the Bargaining Unit Member shall be required to reimburse the District for the total amount of the tuition reimbursement received for courses completed within one (1) year of the date of employment separation.

This provision shall not apply to long term substitutes or part-time employees.

## **VIII. GRIEVANCE PROCEDURE**

The parties agree that grievances which arise out of the interpretation of this Agreement shall be resolved in accordance with the grievance procedure described in Appendix "B" attached hereto.

## **IX. DUTY DAYS AND OTHER CONDITIONS OF EMPLOYMENT**

### **A. Length of Work Year**

Bargaining Unit Members shall be required to be in attendance for 192 days during each year of the term of the Contract. The school calendar will be determined by the District.

### **B. First-Year Employees**

New Teacher Orientation and New Teacher Induction shall be implemented according to the guidelines provided by PDE and the District's Comprehensive Plan for all Members new to the District. Induction may be differentiated for members who are new to the profession and those who have evidence of completing a PDE approved induction program elsewhere.

1. New Teacher Orientation:

Members new to the District, regardless of years of service or tenure status, are required to attend New Teacher Orientation which occurs during the summer in the weeks prior to the start of the school year. New Teacher Orientation (August) and New Teacher Academy (Induction Program throughout school year) shall consist of no more than twenty-five (25) hours of meetings during the first year of induction and no more than seven (7) hours of meetings during the second year of induction. Members who miss orientation will be required to make it up the following summer.

2. New Teacher Induction:

Members new to the District, regardless of years of service or tenure status, are required to participate in the additional sessions after school hours occurring for district induction meetings and building level meetings for new teachers in year one of induction. The number of hours each Member will be required to attend these after school hours induction meetings will be in alignment with PDE, WSSD Comprehensive Plan, other statutory requirements, and the limitations set forth in this Collective Bargaining Agreement.

3. It is understood that teachers who are being inducted or going through induction under the terms of this Contract, including orientation meetings and related activities, will occur without any additional compensation.

Nothing in this language shall be construed to mean that the Association has agreed to the terms of the comprehensive plan, to the extent such agreement is required.

**C. Conditions of Work Day**

The length of the workday shall be seven and three-quarter (7-3/4) consecutive hours, except in cases where school is dismissed in case of emergency. Nothing contained herein shall prohibit a Bargaining Unit Member from voluntarily working a longer day than is required hereunder.

Lunch periods shall be uninterrupted and scheduled at a time when the cafeteria is open. Elementary buildings and High School will receive a 45-minute lunch period, Middle School will receive a 35-minute lunch period with the opportunity for members to leave 15 minutes early each day, except for the regularly scheduled two (2) meetings per month.

No Bargaining Unit Member shall be required to report for work before 7:30 a.m.; and all Bargaining Unit Members shall be permitted to leave their respective buildings at the conclusion of the seven and three-quarter (7-3/4) hour day subject to the other provisions of this Agreement. In addition, effective following the ratification date of this Collective Bargaining Agreement and each school year thereafter, the existing virtual day for professional development will be converted to a regular professional development day,

where there will be at least six (6) hours of professional development delivered in a traditional face-to-face manner. It is understood that all Bargaining Unit Members will be immediately required as a matter of their professional responsibilities, without any additional compensation, to engage in federal, state or certain District mandated trainings within timeframes established by the School District subject to an annual limitation of seven (7) hours in duration, excepting, however, new hires of the District who will be obligated to engage in all necessary and required federal, state or district mandatory trainings during their first year of employment with the District regardless of the seven (7) hours limitation. It is understood that the mandatory trainings may change from year to year, depending upon statutory requirements and the last time the Bargaining Unit Member received such training. Examples of such training include but are not limited to mandatory training on child abuse recognition and reporting, school safety and security training, threat assessment training, trauma-informed approaches, suicide awareness and prevention training, handling of personally identifiable information and student education records and confidential special education information, non-discrimination training, Title IX sex-based discrimination and harassment training, bullying/cyber bullying training; Safe 2 Say training, CPR/AED training, administration of medication for allergies – asthma inhalers and epinephrine auto injectors, naloxone precautions, including information on HIV infection, dating violence education, training on working with homeless children and youth and children in foster care, concussion management training, sudden cardiac arrest training, student wellness policy training, positive behavior support training, de-escalation techniques and procedures on restraints, special education personnel training, student assistance program training, instruction in alcohol, drugs, tobacco and dangerous controlled substances, including opioid abuse, child exploitation awareness training, holocaust, genocide and human rights violation instruction training, English language development instruction, gifted education training, food allergy management training, records management training, seizure recognition and related first aid training, and so on.

Bargaining Unit Members shall conform to the schedule of the school to which they are assigned. If the Bargaining Unit Member and supervisor reach a mutual agreement on a starting time earlier than 7:30 a.m. for good and sufficient reasons, it shall not be considered a violation of the contract.

If a Bargaining Unit Member is required or directed by an administrator to work more than the number of hours permitted by Section IX-C., such a Bargaining Unit Member shall be given compensatory time off to be arranged by the Bargaining Unit Member and the immediate supervisor. It is the intention of this paragraph to exchange time for time as nearly as may be practical under the circumstances.

School counselors are authorized to work up to five (5) days in addition to the specified contract year. Each of the 5 days worked beyond the contract year, school counselors shall be paid at their per diem rate. Should a school counselor be given administrative authorization and direction to work in excess of the previously noted 5 days, the school counselor will be compensated at his or her per diem rate.

Bargaining Unit Members may be required to attend not more than five (5) after-school meetings or activities such as required at student/family/community activities (such as

graduation, back-to-school, etc.) beyond the contractual day as required by their principal or assistant principal without any additional compensation or compensatory times subject, however, to the following limitations:

1. The total time required for the five (5) meetings and/or activities shall not exceed twelve and half (12.5) hours.
2. No required meeting and/or activity shall be on other than a school day.
3. No administrator shall have authority to require Bargaining Unit Members to attend more than the number of meetings for the total time specified in subparagraph 1 with the exception of the two (2) one (1) hour meetings noted in the Memorandum of Understanding; however, nothing contained herein shall prohibit a Bargaining Unit Member from voluntarily working more than the required number of meetings.
4. This provision shall not apply to a Bargaining Unit Member for an activity for which he/she is paid supplemental salary or additional hourly salary for authorized activity.

Bargaining Unit Members may be required to participate in virtual professional development activities and/or virtual instruction in the event that school is canceled for students due to inclement weather.

## **X. RIGHTS OF BARGAINING AGENT**

### **A. Conference Attendance**

Representatives of the Bargaining Unit will be granted leave to attend conferences or conventions at state (PSEA) or national (NEA) affiliated organizations on the following conditions:

1. Employer will incur no expense as a result of such leave including but not limited to cost of conference, travel, lodging, or meals;
2. The District retains the right to require the Bargaining Unit to reimburse Employer for substitute coverage during any such absence;
3. No more than three (3) such representatives will be granted leave at any one time;
4. The combined total of days of leave taken under this provision shall not exceed 14 in any one school year.
5. The Association President will be exempt from provisions #3 and #4 of this article/section insofar that his or her attendance will be charged against the allotment of release time as stipulated in Article X - Section B, except where a cost for the conference travel, lodging or meals is incurred.



**B. Release Time for Association President**

Up to ten (10) days (non-consecutive) per school year of release time will be granted to the Association President to conduct association business in other buildings than which he/she is assigned. The release days will be scheduled in advance and in consultation with the administrator of his or her building.

**C. Membership Dues Deduction**

Payroll deductions of dues for the Bargaining Unit, the PSEA, and the NEA shall be made upon receipt of authorization cards by the payroll department of District on or before October 10 of each year. Authorization cards shall be provided by the Bargaining Unit and shall bear the signature of the member-employee. The deductions shall commence beginning with the fifth (5<sup>th</sup>) pay of the school year with dues being deducted equally each pay through the pay prior to the last pay in June. No dues will be taken from pay scheduled to be distributed during the summer. There shall be a second enrollment period (for second semester hires) for which payroll authorization cards must be submitted on or before February 1 of each year. Deductions from the pay of those enrolling as of the February 1 enrollment date shall commence on or about February 15 and be made from all paychecks earned through the pay prior to the last pay in June. Payment of deduction dues shall be forwarded either by mail or direct deposit to a Bargaining Unit account on the same date that the checks from which the dues were withheld are issued to employees.

**D. New Bargaining Unit Member Orientation**

District agrees to allow Bargaining Unit up to 15 minutes in one District-wide new Bargaining Unit Member orientation program at the beginning of each school year.

**E. Distribution of Agreement**

The Bargaining Unit and District agree that copies of this Agreement will be provided to each Bargaining Unit Member, electronically in a PDF version, rather than in paper format, now employed or hereafter employed by the District. In addition, the Human Resources Office shall make a copy available for inspection by persons interviewing for a position with the District.

**F. Representation**

If a Bargaining Unit Member is required to appear before the Board or its representatives for any reason, that Bargaining Unit Member will be advised in advance of such meeting of the purpose of the meeting. Where the meeting involves a question of the interpretation or continuation of employment, a representative of the Bargaining Unit will be notified and given an opportunity to be present. When disciplinary action or continuation of employment is to be the subject, the advance notice of the meeting will be in writing and the representative of the Bargaining Unit may request up to 24 hours to prepare for the meeting. If an attorney will be present on behalf of the Board or its representatives at any meeting covered by this section, the Bargaining Unit Member and the Bargaining Unit will

be so advised in writing in advance of the meeting and given the right to be represented by an attorney at the meeting.

#### **G. Information**

Upon specific request, the District will provide the Bargaining Unit with information related to the financial and educational operation of the District that would be made available to the public upon request.

#### **H. Meet and Discuss**

The parties will meet on a monthly basis to discuss items of common interest at a mutually acceptable time. Except by agreement of the parties no more than eight (8) members of the Bargaining Unit or District shall attend the monthly meetings.

### **XI. VACANCIES AND TRANSFERS**

#### **A. Vacancies**

Upon written notification that a vacancy has occurred or will occur in a position in the Bargaining Unit or administrative position, District will post in each building written notice of the same, detailing duties, qualifications, salary range, and the closing date of the submission of applications. Bargaining Unit Members will receive email notification of positions that become available during summer months when school is not in session.

#### **B. Transfers**

##### **1. Bargaining Unit Member-requested transfer:**

Requests by a Bargaining Unit Member for transfer to a different class, level, or subject within the same building may be made to the building principal. Any request for a transfer to a different building may be made in writing to the Human Resources Office. Members will receive a survey to be submitted on or before January 5<sup>th</sup> allowing members to request a transfer. Transfer requests shall be submitted on or before February 1<sup>st</sup>. The responses to this survey do not guarantee a transfer, nor do they commit the member to a transfer.

##### **2. Notification of District-initiated transfer:**

A Bargaining Unit Member and the Bargaining Unit shall be notified promptly of any decision to make an inter-building transfer. Such notice shall include a statement of the reason for the transfer, unless such statement compromises the confidentiality of a student or staff member.

Any Bargaining Unit Member who is reassigned from one elementary or middle school grade level to another grade level within a building and who, by letter to the principal, requests an explanation for the change, will receive a return letter stating the reason.

Notwithstanding any other provision of this Agreement, the decision as to transfers shall be in the sole and absolute discretion of the District.

Bargaining Unit Members subject to transfer will receive prompt notification. In all cases when the transfer of one Bargaining Unit Member results in the transfer of another Bargaining Unit Member simultaneous notice will be given to the extent possible.

### **C. Future Assignments**

To the extent practical, the District shall notify Bargaining Unit Members continuing in service of their tentative next school year's assignment on or before June 1. Each Bargaining Unit Member shall receive, from their building administration, his/her tentative assignment for the upcoming school year on or before June 1<sup>st</sup> of the preceding school year. It is understood that these assignments are tentative, and are subject to change, but any such changes shall be made known to the affected member of the bargaining unit as soon as is reasonable.

### **D. Involuntary Transfers**

In conjunction with building principals, efforts will be made to fill vacancies with currently existing members of the bargaining unit, particularly those seeking a transfer. However, in the event that a vacancy remains unfilled, and an involuntary transfer of a Bargaining Unit Member occurs: a Bargaining Unit Member subject to transfer will receive prompt notification of such transfer as soon as is reasonable. For the purposes of this Article, a transfer will not be considered to be changes in teaching assignments within a building, such as a Bargaining Unit Member being moved from second to third grade. A transfer will only involve a move from one District building to another District building.

A Bargaining Unit Member who is reassigned may request an explanation for the change from the Human Resources Office which will schedule a meeting or phone call as soon as is reasonable for both parties' schedules to discuss the reasons for the transfer.

- Prompt notification of such transfer shall be as soon as is reasonable.
- In the event the District had to engage in a transfer following August 1, the District will offer up to 12 hours of paid time for the Bargaining Unit Member to work with a peer or grade/department chair or director to support the transition to the new building.

## **XII. BARGAINING UNIT MEMBER OBSERVATION AND EVALUATION**

The Bargaining Unit Member shall be given a copy of any observation or evaluation report prepared by his/her evaluators. No such report shall be submitted to the District office, placed in the Bargaining Unit Member's folder, or otherwise acted upon without prior opportunity for a conference with the Bargaining Unit Member and an opportunity for the Bargaining Unit Member to sign the report.

For Professional Employees, it is understood that since building scores are not available from PDE until the fall/winter of the following school year, evaluations presented in the spring of the preceding school year are deemed complete at that time. Once PDE provides building scores an evaluation is finalized, signed by the member and submitted to the district office. For Temporary Professional Employees whose evaluations do not include building level data, their evaluations are finalized in the first and second semesters of the school year in which observations occur. These evaluations are signed by the member and submitted to the district office.

Observations are to be followed by conferences which address themselves to the specific strengths and weaknesses of the observed classroom performance and contributions made to the total educational effort of the school. Conferences will be scheduled at the earliest convenience of the Bargaining Unit Member and evaluator. Should an observation result in significant areas that are less than proficient, that conference should occur within 2 weeks of the observation.

Bargaining Unit Members rated unsatisfactory overall or identified as “Needs Improvement” in one or more areas will be notified at least three (3) calendar weeks prior to the last teacher day of that school year. This allows time for a Professional Improvement Plan to be designed prior the beginning of the next school year if such is required.

Observations for use in the evaluation or rating of professional staff will be conducted by certificated supervisors.

Observations and Evaluations shall be conducted according to District policies and State/Federal laws.

### **XIII. WORKING CONDITIONS**

The District shall observe all applicable health and safety laws and regulations that apply to Pennsylvania public school districts and will take all reasonable steps necessary to assure Bargaining Unit Member health and safety. The parties to this Agreement further pledge themselves to a cooperative effort in the area of health and safety founded upon good faith communication and discussion of problems, solutions, and prevention and should be addressed through the monthly meetings between the District Administration and the Association, unless the matter involves a clear and present danger to the safety and welfare of Bargaining Unit Members, in which case it should be handled as rapidly as possible through the Building Administration working with the Facilities Department to address the issue.

During the monthly meetings between the District Administration and Association, health and safety issues shall be a regular agenda item.

In addition to its other stated duties, during the monthly meetings between the District Administration and the Association, the parties will address any known hazardous conditions, substances, or infectious disease known to management in the workplace, as well as make recommendations regarding potential violence in the workplace and the need to periodically inspect school buildings for safety purposes.

In the event of emergent circumstances, complaints regarding health and safety of Bargaining Unit Members can be immediately addressed with the Superintendent of Schools.

#### **XIV. ABSENCES**

##### **A. Deaths**

Up to five (5) days at any one time may be permitted in the event of the death of a member of a Bargaining Unit Member's immediate family. "Immediate family" shall mean a spouse, child, step-child, grandchild, parent, step-parent, sister, brother, daughter-in-law, son-in-law, mother-in-law, father-in-law, sister-in-law, or brother-in-law, or near relative who resides in the same household, or any person with whom the Bargaining Unit Member has made his/her home.

Up to three (3) days may also be permitted for a Bargaining Unit Member in the event of the death of a near-relative. A "near-relative" shall mean a grandparent, grandparent-in-law, aunt, aunt-in-law, uncle, uncle-in-law, niece, niece-in-law, nephew, nephew-in-law, first cousin, first cousin-in-law for a three (3) day absence. A Bargaining Unit Member shall be eligible for up to two (2) additional days for a "near relative" if they have been legally named as the executor or executrix of the estate.

##### **B. Personal Leave**

Each Bargaining Unit Member shall be credited with two (2) days of personal leave annually, prorated based on date of hire (.5 of a day for every 48 days worked in WSSD), without any excuse. Unused personal days will be added as to accumulated personal leave. A total of four (4) current and accumulated combined personal leave days can be used in each school year without request for documentation. Unlike legally mandated sick leave, unused personal days will have no cash value upon the Bargaining Unit Member's resignation or retirement.

Personal days can be used at any time during the academic school year. The District reserves the right to impose a cap/limit of 6% on any such day; requests, therefore, will be honored on a "first-come, first-served" basis. The exception will be during the first ten (10) and last ten (10) days of the school year when no personal day will be approved without the explicit, written permission of the Superintendent. Any exceptions will be solely at his or her discretion with no explanation needed and without setting past practice for future requests.

Absence for reasons not otherwise provided for in this section (XIV) shall be subject to review by the Superintendent. At the Superintendent's discretion, such absence may be excused without prejudice; and deduction from pay will be made as warranted. It shall be the responsibility of the Bargaining Unit Member to explain such absence in advance in writing when possible.

### **C. Medical Leave**

Each full-time Bargaining Unit Member shall be credited with ten (10) days of paid sick leave annually, which may be used or accumulated in accordance with law. Part-time Bargaining Unit Members shall be credited with a prorated amount of the ten (10) days based on number of days worked. New hires will be credited with a prorated amount of ten (10) sick days based upon the date of hire. Sick leave days may be used for sickness in the immediate family. The immediate family shall be interpreted to mean: spouse, child or stepchild, parent or stepparent, parent-in-law, or anyone living in the same household. Sick leave days used for sickness in the immediate family may not be used as part of any FMLA leave of absence.

A Bargaining Unit Member who is not working as a result of a work-related injury may receive compensation from the District's workers' compensation carrier, or he/she may utilize any accumulated sick days. Under no circumstances may the Bargaining Unit Member use both simultaneously, nor will the Bargaining Unit Member continue to be paid without being charged his/her sick days.

Any Bargaining Unit Member who requires a leave of absence of five (5) or more days, regardless of the number of days available in their leave bank, due to his/her temporary medical disability should notify the Human Resources Office as soon as the necessity for such a leave becomes known, indicating generally the medical condition involved the attending physician, and the desired beginning date and ending date of the leave. In order to assure continuity in the educational program, when practical, leave by a Bargaining Unit Member should be requested so that it does not begin or end during a semester. The provisions of this section apply to pregnancy, childbirth, and any resultant complications.

A Bargaining Unit Member who has exhausted all available paid sick leave and is unable to work because of illness or injury may request a leave of absence without pay for the duration of such illness or injury up to the end of that current school year. Medical need must be supported with proper documentation. When other, more appropriate options (disability retirement, long/short term disability, etc.) are feasible, they will be discussed with the Bargaining Unit Member.

### **D. Extended Leaves of Absence**

Extended leaves of absence shall be subject to approval of the District. Bargaining Unit Members on extended leaves of absence shall be permitted to continue any fringe benefits available by remitting the full costs of such benefits to District.

A Bargaining Unit Member requesting a conversion of a medical leave to an unpaid leave of absence shall provide the Human Resources Office, a minimum of thirty (30) calendar days' notice of their intention to extend their leave. Failure to provide adequate notice may result in a denial of the extension. In the event that a Bargaining Unit Member requests a conversion of a medical leave to an unpaid leave of absence and is unable to provide the minimum of thirty (30) calendar days' notice for emergent reasons, the Superintendent or the Superintendent's designee may waive that thirty (30) day calendar notice within the

Superintendent or Superintendent's designee's discretion without establishing a past practice or precedent.

On returning to service from extended leave, the Bargaining Unit Member shall be returned to the same position he/she occupied prior to the leave or equivalently equal position. If that position no longer exists, the Bargaining Unit Member shall be given another position for which he/she is properly certified. Bargaining Unit Members shall return at a semester break or at such other time as may be mutually agreed.

#### **E. Sabbatical or Professional Development Leave**

The District will grant medical sabbatical leave in accordance with law. Professional Development leave may not be approved for programs offered asynchronously, or after school hours, on weekends, or in the summer.

### **XV. FURLOUGH**

No permanent professional employee will be on furlough while any other permanent professional employee, temporary professional employee, or long-term substitute with less seniority as defined under Section 1125.1 of the School Code, is teaching in an area for which the professional employee is certified. A permanent professional employee's reinstatement from furlough will also be in accordance with the provisions of Section 1125.1 of the school code, with the understanding that a suspended furloughed professional employee may decline employment as a long-term substitute without losing his or her right to reinstatement when a permanent vacancy becomes available.

Professional and temporary professional employees may only be furloughed in accordance with the terms and provisions of the Public School Code of 1949, as amended.

Seniority under this article shall be defined as length of continuous service as a temporary professional or permanent professional employee in the School District. Absences approved by the Board of School Directors or authorized by law shall not be deemed to have caused a break in service under this provision.

The relative seniority standing of employees who commenced work as a temporary professional employee or a permanent professional employee in the School District on the same date shall be determined as follows: The employee having the longest total prior service in the teacher profession as a full-time certificated teacher shall be considered the senior employee. If the length of such service is equal or if those involved have no such prior service then their relative seniority standing shall be determined by lot conducted in the presence of the Superintendent and an Association representative. All new Bargaining Unit Members hired during the summer prior to the start of a given academic school year will have the same start date as it pertains to seniority as determined by the District.

On or about January 15 of each year, the District shall send a list to all employees of all Bargaining Unit personnel indicating the seniority order in each area of certification. This list will be conclusive unless a written objection is filed with the Superintendent within 30 school days of its posting. Any dispute as to a Bargaining Unit Member's relative seniority

standing may be processed and resolved through the grievance procedure under this Agreement.

#### **XVI. SAVINGS CLAUSE**

All rights possessed by District or Bargaining Unit prior to this Agreement are retained unless otherwise specifically provided herein.

#### **XVII. WAIVERS AND RESERVATIONS**

The parties agree that each had the right and opportunity to make demands and proposals on all negotiable items during the negotiations leading to this Agreement, and that there shall be no change, deletion, addition, or amendment to this Agreement unless voluntarily entered into, reduced to writing, and signed on behalf of the School Board and the Bargaining Unit.

#### **XVIII. SUCCESSORS**

This Agreement shall be binding upon the parties hereto and their successors.

#### **XIX. MANAGEMENT RIGHTS**

Management reserves its rights over matters of inherent managerial policy, which shall include but shall not be limited to such areas of discretion or policy as the functions and programs of the public Employer, standards of services, its overall budget, utilization of technology, the organizational structure, and selection and direction of personnel.

#### **XX. PERSONNEL MATTERS**

No Bargaining Unit Member shall be discharged except for just cause. Disciplinary actions preceding discharge shall be for just cause and subject to the grievance procedure when the disciplinary action is imposed.

A copy of any document added to a Bargaining Unit Member's official personnel file shall be forwarded to the Bargaining Unit Member and the Bargaining Unit Member may submit a written response to any such material. The response will become part of the personnel file.

A Bargaining Unit Member will be permitted to inspect his/her official personnel file during normal business hours. Should the Bargaining Unit Member require copies of any document in his/her personnel file, copies will be provided at no cost to the Bargaining Unit Member up to a request of 30 pages per year. Requests beyond 30 pages per year will be assessed at .10 per copy.

#### **XXI. MEDICATION AND MEDICAL FUNCTION**

Medication and medical testing shall generally be administered during the school day by licensed medical personnel acting within the scope of the licenses. Supervision and



monitoring of the dispensing or administering of medication shall be the responsibility of the school nurse and consistent with Board Policy No. 210. To the extent legally possible, Bargaining Unit Members may be provided with information regarding the student's medication and the student's self-administration as may be in the best interest of the student. The District agrees to indemnify and hold harmless Bargaining Unit Members administering medication in accordance with provision and Board Policy No. 210 from any and all liability for negligence in the administration or dispensing of such medication.

## **XXII. FUTURE NEGOTIATIONS**

The parties agree to enter into collective bargaining over a successor agreement on or about January 10, 2028.

## **XXIII. SEPARABILITY**

If a provision of this Agreement or any application of this Agreement is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

**XXIV. APPENDIX A-1: Salary Schedule**

**2024-25 Salary Schedule**

<b>Step</b>	<b>Bachelor</b>	<b>Masters</b>	<b>M+30</b>	<b>PhD</b>
1	\$61,000.00	\$62,000.00	\$64,000.00	\$65,000.00
1.5	\$62,000.00	\$63,000.00	\$65,000.00	\$66,000.00
2	\$63,000.00	\$64,000.00	\$66,000.00	\$67,000.00
2.5	\$64,000.00	\$65,000.00	\$67,000.00	\$68,000.00
3	\$65,000.00	\$66,000.00	\$68,000.00	\$69,000.00
3.5	\$66,000.00	\$67,000.00	\$69,000.00	\$70,000.00
4	\$67,000.00	\$68,000.00	\$70,000.00	\$71,000.00
4.5	\$68,000.00	\$69,000.00	\$71,000.00	\$72,000.00
5	\$69,000.00	\$70,000.00	\$72,000.00	\$73,000.00
5.5	\$70,000.00	\$71,000.00	\$73,000.00	\$74,000.00
6	\$71,000.00	\$72,000.00	\$74,000.00	\$75,000.00
6.5	\$72,000.00	\$73,000.00	\$75,000.00	\$76,000.00
7	\$73,000.00	\$74,000.00	\$76,000.00	\$77,000.00
7.5	\$74,000.00	\$75,000.00	\$77,000.00	\$78,000.00
8	\$75,000.00	\$76,000.00	\$78,000.00	\$79,000.00
8.5	\$76,000.00	\$77,000.00	\$79,000.00	\$80,000.00
9	\$77,000.00	\$78,000.00	\$80,000.00	\$81,000.00
9.5	\$78,000.00	\$79,000.00	\$81,000.00	\$82,000.00
10	\$79,000.00	\$80,000.00	\$82,000.00	\$83,000.00
10.5	\$80,000.00	\$81,000.00	\$83,000.00	\$84,000.00
11	\$81,000.00	\$82,000.00	\$84,000.00	\$85,000.00
11.5	\$82,000.00	\$84,000.00	\$86,000.00	\$87,000.00
12	\$84,000.00	\$86,000.00	\$88,000.00	\$89,000.00
12.5	\$87,000.00	\$88,000.00	\$90,000.00	\$91,000.00
13	\$89,000.00	\$90,000.00	\$92,000.00	\$93,000.00
13.5	\$92,000.00	\$94,000.00	\$96,000.00	\$97,000.00
14	\$96,000.00	\$98,000.00	\$100,000.00	\$101,000.00
14.5	\$101,000.00	\$103,000.00	\$105,000.00	\$106,000.00
15	\$109,000.00	\$111,000.00	\$113,000.00	\$114,000.00
Sen	\$113,000.00	\$115,000.00	\$117,000.00	\$118,000.00

**2025-26 Salary Schedule**

<b>Step</b>	<b>Bachelor</b>	<b>Masters</b>	<b>M+30</b>	<b>PhD</b>
1	\$63,750.00	\$64,750.00	\$66,750.00	\$67,750.00
1.5	\$64,750.00	\$65,750.00	\$67,750.00	\$68,750.00
2	\$65,750.00	\$66,750.00	\$68,750.00	\$69,750.00
2.5	\$66,750.00	\$67,750.00	\$69,750.00	\$70,750.00
3	\$67,750.00	\$68,750.00	\$70,750.00	\$71,750.00
3.5	\$68,750.00	\$69,750.00	\$71,750.00	\$72,750.00
4	\$69,750.00	\$70,750.00	\$72,750.00	\$73,750.00
4.5	\$70,750.00	\$71,750.00	\$73,750.00	\$74,750.00
5	\$71,750.00	\$72,750.00	\$74,750.00	\$75,750.00
5.5	\$72,750.00	\$73,750.00	\$75,750.00	\$76,750.00
6	\$73,750.00	\$74,750.00	\$76,750.00	\$77,750.00
6.5	\$74,750.00	\$75,750.00	\$77,750.00	\$78,750.00
7	\$75,750.00	\$76,750.00	\$78,750.00	\$79,750.00
7.5	\$76,750.00	\$77,750.00	\$79,750.00	\$80,750.00
8	\$77,750.00	\$78,750.00	\$80,750.00	\$81,750.00
8.5	\$78,750.00	\$79,750.00	\$81,750.00	\$82,750.00
9	\$79,750.00	\$80,750.00	\$82,750.00	\$83,750.00
9.5	\$80,750.00	\$81,750.00	\$83,750.00	\$84,750.00
10	\$81,750.00	\$82,750.00	\$84,750.00	\$85,750.00
10.5	\$82,750.00	\$83,750.00	\$85,750.00	\$86,750.00
11	\$83,750.00	\$84,750.00	\$86,750.00	\$87,750.00
11.5	\$84,750.00	\$86,750.00	\$88,750.00	\$89,750.00
12	\$86,750.00	\$88,750.00	\$90,750.00	\$91,750.00
12.5	\$89,750.00	\$90,750.00	\$92,750.00	\$93,750.00
13	\$91,750.00	\$92,750.00	\$94,750.00	\$95,750.00
13.5	\$94,750.00	\$96,750.00	\$98,750.00	\$99,750.00
14	\$98,750.00	\$100,750.00	\$102,750.00	\$103,750.00
14.5	\$103,750.00	\$105,750.00	\$107,750.00	\$108,750.00
15	\$111,750.00	\$113,750.00	\$115,750.00	\$116,750.00
Sen	\$115,750.00	\$117,750.00	\$119,750.00	\$120,750.00

**2026-27 Salary Schedule**

<b>Step</b>	<b>Bachelor</b>	<b>Masters</b>	<b>M+30</b>	<b>PhD</b>
1	\$65,950.00	\$66,950.00	\$68,950.00	\$69,950.00
1.5	\$66,950.00	\$67,950.00	\$69,950.00	\$70,950.00
2	\$67,950.00	\$68,950.00	\$70,950.00	\$71,950.00
2.5	\$68,950.00	\$69,950.00	\$71,950.00	\$72,950.00
3	\$69,950.00	\$70,950.00	\$72,950.00	\$73,950.00
3.5	\$70,950.00	\$71,950.00	\$73,950.00	\$74,950.00
4	\$71,950.00	\$72,950.00	\$74,950.00	\$75,950.00
4.5	\$72,950.00	\$73,950.00	\$75,950.00	\$76,950.00
5	\$73,950.00	\$74,950.00	\$76,950.00	\$77,950.00
5.5	\$74,950.00	\$75,950.00	\$77,950.00	\$78,950.00
6	\$75,950.00	\$76,950.00	\$78,950.00	\$79,950.00
6.5	\$76,950.00	\$77,950.00	\$79,950.00	\$80,950.00
7	\$77,950.00	\$78,950.00	\$80,950.00	\$81,950.00
7.5	\$78,950.00	\$79,950.00	\$81,950.00	\$82,950.00
8	\$79,950.00	\$80,950.00	\$82,950.00	\$83,950.00
8.5	\$80,950.00	\$81,950.00	\$83,950.00	\$84,950.00
9	\$81,950.00	\$82,950.00	\$84,950.00	\$85,950.00
9.5	\$82,950.00	\$83,950.00	\$85,950.00	\$86,950.00
10	\$83,950.00	\$84,950.00	\$86,950.00	\$87,950.00
10.5	\$84,950.00	\$85,950.00	\$87,950.00	\$88,950.00
11	\$85,950.00	\$86,950.00	\$88,950.00	\$89,950.00
11.5	\$86,950.00	\$88,950.00	\$90,950.00	\$91,950.00
12	\$88,950.00	\$90,950.00	\$92,950.00	\$93,950.00
12.5	\$91,950.00	\$92,950.00	\$94,950.00	\$95,950.00
13	\$93,950.00	\$94,950.00	\$96,950.00	\$97,950.00
13.5	\$96,950.00	\$98,950.00	\$100,950.00	\$101,950.00
14	\$100,950.00	\$102,950.00	\$104,950.00	\$105,950.00
14.5	\$105,950.00	\$107,950.00	\$109,950.00	\$110,950.00
15	\$113,950.00	\$115,950.00	\$117,950.00	\$118,950.00
Sen	\$117,950.00	\$119,950.00	\$121,950.00	\$122,950.00

**2027-28 Salary Schedule**

<b>Step</b>	<b>Bachelor</b>	<b>Masters</b>	<b>M+30</b>	<b>PhD</b>
1	\$67,650.00	\$68,650.00	\$70,650.00	\$71,650.00
1.5	\$68,650.00	\$69,650.00	\$71,650.00	\$72,650.00
2	\$69,650.00	\$70,650.00	\$72,650.00	\$73,650.00
2.5	\$70,650.00	\$71,650.00	\$73,650.00	\$74,650.00
3	\$71,650.00	\$72,650.00	\$74,650.00	\$75,650.00
3.5	\$72,650.00	\$73,650.00	\$75,650.00	\$76,650.00
4	\$73,650.00	\$74,650.00	\$76,650.00	\$77,650.00
4.5	\$74,650.00	\$75,650.00	\$77,650.00	\$78,650.00
5	\$75,650.00	\$76,650.00	\$78,650.00	\$79,650.00
5.5	\$76,650.00	\$77,650.00	\$79,650.00	\$80,650.00
6	\$77,650.00	\$78,650.00	\$80,650.00	\$81,650.00
6.5	\$78,650.00	\$79,650.00	\$81,650.00	\$82,650.00
7	\$79,650.00	\$80,650.00	\$82,650.00	\$83,650.00
7.5	\$80,650.00	\$81,650.00	\$83,650.00	\$84,650.00
8	\$81,650.00	\$82,650.00	\$84,650.00	\$85,650.00
8.5	\$82,650.00	\$83,650.00	\$85,650.00	\$86,650.00
9	\$83,650.00	\$84,650.00	\$86,650.00	\$87,650.00
9.5	\$84,650.00	\$85,650.00	\$87,650.00	\$88,650.00
10	\$85,650.00	\$86,650.00	\$88,650.00	\$89,650.00
10.5	\$86,650.00	\$87,650.00	\$89,650.00	\$90,650.00
11	\$87,650.00	\$88,650.00	\$90,650.00	\$91,650.00
11.5	\$88,650.00	\$90,650.00	\$92,650.00	\$93,650.00
12	\$90,650.00	\$92,650.00	\$94,650.00	\$95,650.00
12.5	\$93,650.00	\$94,650.00	\$96,650.00	\$97,650.00
13	\$95,650.00	\$96,650.00	\$98,650.00	\$99,650.00
13.5	\$98,650.00	\$100,650.00	\$102,650.00	\$103,650.00
14	\$102,650.00	\$104,650.00	\$106,650.00	\$107,650.00
14.5	\$107,650.00	\$109,650.00	\$111,650.00	\$112,650.00
15	\$115,650.00	\$117,650.00	\$119,650.00	\$120,650.00
Sen	\$119,650.00	\$121,650.00	\$123,650.00	\$124,650.00

## **XXV. APPENDIX A-2: SUPPLEMENTAL DUTIES**

### **A. Length of Supplemental Agreement**

For the purposes of this agreement, both parties agree to reopen the Supplemental portion of the collective bargaining agreement during the 2024-2025 school year for implementation in the 2025-2026, 2026-2027, and 2027-2028 years.

### **B. Point Compensation Plan for Supplemental Duties**

For purposes of this contract, student activities are understood to include athletics and non-athletics.

The purpose of this point compensation plan is to establish a fair and equitable method of determining the recommended number of points to be assigned to extracurricular positions.

The following areas will be considered in establishing the point matrix;

1. After School Hours
  - Definition: Total number of hours from Monday-Friday for after school practices, competitions, activities, and meetings.
2. Weekend/Vacation Hours
  - Definition: Total number of hours from Saturday-Sunday and for vacations for practices, competitions, activities, and meetings. Vacation will be understood to mean Summer Break, Winter Break, and Spring Break.
3. Scouting
  - Definition: Total numbers of hours devoted to scouting opponents in person and/or for sports where it is required—on video.
4. Number of Team Members
  - Definition: Ratio of currently filled designated supplemental positions within the sport/activity/club to participants.
5. Logistics & Communication
  - Definition: Supervisory duties that may include scheduling, planning, off-site meetings, communication with parents, and communication with media.

6. Equipment/Facilities
  - Definition: Responsibility for distributing and collecting equipment, uniforms, costumes, as well as preparing facilities.
7. Injury Risk
  - Definition; Potential risk and responsibility for immediate treatment of first-aid.
8. Finance
  - Definition: Responsibility for fund-raising, as well as collecting and accounting for team/activity finances.
9. Transportation
  - Definition: Supervision during off-site events, competitions and activities.
10. In-Contest Demands
  - Definition: Activity and input of Coach/Supervisor during games/events/competitions.

### **C. Athletic Activities**

For Athletic Supplemental Positions:

- HS Varsity Head Coaches will receive Full Unit Point Value for their individual position
- HS Assistant Coaches will receive 70% of the Full Unit Point Value of the Head Coaching Position for their individual sport
- 9th Grade Head Coaches will receive 50% of the Full Point Value of the Head Coaching Position for their individual sport
- 9th Grade Assistant Coaches will receive 65% of the Full Point Value of the 9th Grade Head Coaching Position for their individual sport
- Middle School Head Coaches will receive Full Point Value for their individual position
- Middle School Assistant Coaches will receive 65% of the Full Point Value of the Head Coaching position for their individual sport.

### **D. Stipend Determination**

The stipend payable shall be determined by multiplying the points assigned to the activity by the applicable point base dollar value. Where a position has been devalued, the person presently holding that position will have their stipend grandfathered to the value at the end

of the 2015-2016 school year throughout the length of this agreement, as long as they hold that same position.

### Athletic Activities 2024-2028

Building Level	Position	Points
<b>SHHS Activity (Athletics)</b>		
Football	Varsity Head Coach	85
Football	Assistant Coach (4)	59.5
Football	9th Grade Head Coach	42.5
Football	9th Grade Assistant Coach	29.75
Soccer	Varsity Head Coach - Boys	70
Soccer	Assistant Coach - Boys (2)	49
Soccer	9th Grade Head Coach - Boys	35
Soccer	Varsity Head Coach - Girls	70
Soccer	Assistant Coach - Girls (2)	49
Soccer	9th Grade Head Coach - Girls	35
Cross Country	Varsity Head Coach - Boys	63
Cross Country	Assistant Coach - Boys	44.1
Cross Country	Varsity Head Coach - Girls	63
Cross Country	Assistant Coach - Girls	44.1
Volleyball	Varsity Head Coach	66
Volleyball	Assistant Coach (2)	46.2
Volleyball	9th Grade Head Coach	33
Field Hockey	Varsity Head Coach	70
Field Hockey	Assistant Coach (2)	49
Tennis	Varsity Head Coach - Boys	46
Tennis	Assistant Coach - Boys	32.2
Tennis	Varsity Head Coach - Girls	46
Tennis	Assistant Coach - Girls	32.2
Golf	Head Coach	40



<b>Building Level</b>	<b>Position</b>	<b>Points</b>
<b>SHHS Activity (Athletics)</b>		
Fall Cheerleading	Varsity Head Coach	35
Fall Cheerleading	Assistant Coach	24.5
Basketball	Varsity Head Coach - Boys	66
Basketball	Assistant Coach - Boys (2)	46.2
Basketball	9th Grade Head Coach - Boys	33
Basketball	Varsity Head Coach - Girls	66
Basketball	Assistant Coach - Girls (2)	46.2
Basketball	9th Grade Head Coach - Girls	33
Wrestling	Varsity Head Coach	66
Wrestling	Assistant Coach (2)	46.2
Swimming	Varsity Head Coach- Boys	61
Swimming	Assistant Coach	42.7
Swimming	Varsity Head Coach - Girls	61
Swimming	Assistant Coach	42.7
Swimming	B/G Diving Coach	42.7
Winter Indoor Track	Varsity Head Coach- Boys	61
Winter Indoor Track	Assistant Coach	42.7
Winter Indoor Track	Varsity Head Coach - Girls	61
Winter Indoor Track	Assistant Coach	42.7
Winter Cheerleading	Varsity Head Coach	35
Winter Cheerleading	Assistant Coach	24.5
Baseball	Varsity Head Coach	66
Baseball	Assistant Coach (2)	46.2
Baseball	9th Grade Head Coach	33
Softball	Varsity Head Coach	66
Softball	Assistant Coach (2)	46.2
Softball	9th Grade Head Coach	33

<b>Building Level</b>	<b>Position</b>	<b>Points</b>
<b>SHHS Activity (Athletics)</b>		
Lacrosse	Varsity Head Coach - Boys	66
Lacrosse	Assistant Coach - Boys (3)	46.2
Lacrosse	Varsity Head Coach - Girls	66
Lacrosse	Assistant Coach - Girls (3)	46.2
Spring Outdoor Track	Varsity Head Coach - Boys	70
Spring Outdoor Track	Assistant Coach- Boys (3)	49
Spring Outdoor Track	Varsity Head Coach - Girls	70
Spring Outdoor Track	Assistant Coach - Girls (3)	49
Unified Bocce	Head Coach	20
Unified Bocce	Assistant Coach	14
Managers/ Coordinators	Athletic Coordinator	60
Football	Intermediate Head Coach	29
Football	Assistant Coach	20.3
Football	105 lb. Head Coach	29
Football	Assistant Coach	20.3
Soccer	8th Grade Head Coach - Boys	29
Soccer	8th Grade Head Coach - Girls	29
Soccer	7th Grade Head Coach - Boys	29
Soccer	7th Grade Head Coach - Girls	29
Volleyball	8th Grade Head Coach	26
Volleyball	7th Grade Head Coach	26
Fall Cheerleading	7/8 Head Coach	26
Field Hockey	8th Grade Head Coach	29
Field Hockey	7th Grade Head Coach	29
Field Hockey	Assistant Coach	20.3
Cross Country	Head Coach	26
Cross Country	Assistant Coach	18.2

<b>Building Level</b>	<b>Position</b>	<b>Points</b>
<b>SHHS Activity (Athletics)</b>		
Basketball	8th Grade Head Coach - Boys	26
Basketball	8th Grade Head Coach - Girls	26
Basketball	7th Grade Head Coach - Boys	26
Basketball	7th Grade Head Coach - Girls	26
Wrestling	7th/8th Grade Head Coach	29
Wrestling	Assistant Coach	20.3
Winter Cheerleading	Head Coach	26
Baseball	8th Grade Head Coach	29
Baseball	7th Grade Head Coach	29
Baseball	Assistant Coach	20.3
Softball	8th Grade Head Coach	29
Softball	7th Grade Head Coach	29
Softball	Assistant Coach	20.3
Lacrosse	8th Grade Head Coach - Boys	29
Lacrosse	8th Grade Head Coach - Girls	29
Lacrosse	7th Grade Head Coach - Boys	29
Lacrosse	7th Grade Head Coach - Girls	29
Lacrosse	Assistant Coach - Boys	20.3
Lacrosse	Assistant Coach - Girls	20.3
Spring Outdoor Track	7th/8th Grade Head Coach - Boys	42
Spring Outdoor Track	7th/8th Grade Assistant Coach - Boys (2)	29.4
Spring Outdoor Track	7th/8th Grade Head Coach - Girls	42
Spring Outdoor Track	7th/8th Grade Assistant Coach - Girls (2)	29.4

<b>Position</b>	<b>Portionality</b>	
Assistant Coaches	earn 70% of head coach	
9th Grade Coaches	earn 50% of head coach	
9th grade Assistant Coaches	earn 70% of 9th grade head coach	
<b>Years Experience</b>	<b>SY2024-25</b>	<b>SY 2025-26</b>
<b>1</b>	<b>\$83.00</b>	<b>\$83.00</b>
<b>2</b>	<b>\$83.00</b>	<b>\$83.00</b>
<b>3</b>	<b>\$88.00</b>	<b>\$88.00</b>
<b>4</b>	<b>\$94.00</b>	<b>\$94.00</b>
<b>5</b>	<b>\$99.00</b>	<b>\$99.00</b>
<b>6</b>	<b>\$105.00</b>	<b>\$105.00</b>
<b>7</b>	<b>\$111.00</b>	<b>\$111.00</b>
<b>8+</b>	<b>\$117.00</b>	<b>\$117.00</b>
<b>Years Experience</b>	<b>SY 2026-27</b>	<b>SY 2027-28</b>
<b>1</b>	<b>\$86.32</b>	<b>\$86.32</b>
<b>2</b>	<b>\$86.32</b>	<b>\$86.32</b>
<b>3</b>	<b>\$91.52</b>	<b>\$91.52</b>
<b>4</b>	<b>\$97.76</b>	<b>\$97.76</b>
<b>5</b>	<b>\$102.96</b>	<b>\$102.96</b>
<b>6</b>	<b>\$109.20</b>	<b>\$109.20</b>
<b>7</b>	<b>\$115.44</b>	<b>\$115.44</b>
<b>8+</b>	<b>\$121.68</b>	<b>\$121.68</b>

**E. Student Activities**

For Activity Supplemental Positions:

- All Activity Sponsors will receive Full Unit Point Value for their individual position.

**F. Stipend Determination**

The stipend payable shall be determined by multiplying the points assigned to the activity by the applicable point base dollar value. Where a position has been devalued, the person presently holding that position will have their stipend grandfathered to the value at the end of the 2015-2016 school year throughout the length of this agreement, as long as they hold that same position.

<b>Building Level</b>	<b>Position</b>	<b>Points</b>	<b>Max # Stipends Paid</b>
<b>SHHS Activities</b>			
Mngr/Coord	Activities Sponsor	45	1
Mngr/Coord	Production Director	42	1
Mngr/Coord	Fall Athletic Event Manager	31	1
Mngr/Coord	Winter Athletic Event Manager	31	1
Mngr/Coord	Spring Athletic Event Manager	31	1
Music	Marching Band Director	85	1
Music	Marching Band Assistant Director	59	1
Music	Marching Band Assistant Director - Drumline	59	1
Music	Marching Band Assistant Director - Instrument Technician	42	1
Music	Concert Band Director	17	1
Music	Band Front Director	45	1
Music	Band Front Assistants	30	3
Music	Chorus Director	30	1
Music	Jazz Band A Director	25	1
Music	Jazz Band B Director	25	1
Theater	<b>Drama (All Positions Combined)</b>	94	Max combo
Theater	<b>Musical Theater (All Positions Combined)</b>	231	Max combo
Journalism	Literary Magazine Coordinator	15	1
Journalism	Yearbook Coordinator	70	1
Journalism	Newspaper Coordinator	48	1
Student Government	Student Council Sponsor	45	1
Student Government	Senior Class Advisor	50	1
Student Government	Junior Class Advisor	40	1
Student Government	Sophomore Class Advisor	40	1
Student Government	Freshman Class Advisor	30	1
All Other Activities	Hi-Q Sponsor	20	1
All Other Activities	Robotics (All Positions Combined)	75	1
All Other Activities	NHS	20	1
All Other Activities	AV Assembly Director	18	1
All Other Activities	Mock Trial	20	1
All Other Activities	Talent Show Director	7	1
All Other Activities	Commemoration Director	7	1

<b>Building Level</b>	<b>Position</b>	<b>Points</b>	<b>Max # Stipends Paid</b>
<b>SHHS Activities</b>			
All Other Activities	Science Olympiad	12	1
All Other Activities	Speech and Debate	50	1
All Other Activities	Best Buddies	25	2
Managers/ Coordinators	Activities Sponsor	45	1
Music	Concert Band Director	30	1
Music	Orchestra Conductor	15	1
Music	6th Grade Chorus Director	10	1
Music	7th Grade Chorus Director	10	1
Music	8th Grade Chorus Director	10	1
Music	Cantabile	10	1
Music	Jazz Band A	25	1
Music	Jazz Band B	10	1
Theater	Musical Theater (All Positions Combined)	209	Max combo
Journalism	Yearbook Coordinator	35	1
Journalism	Newspaper Coordinator	13	1
Student Government	Student Council Sponsor	30	1
All Other Activities	AV Assembly Director	10	1
All Other Activities	Multi-Media Coordinator	30	1
All Other Activities	Science Olympiad (All Positions Combined)	70	1
All Other Activities	Robotics (All Positions Combined)	56	1
All Other Activities	Speech and Debate	15	1

<b>Building Level</b>	<b>Position</b>	<b>Points</b>	<b>Max # Stipends Paid</b>
<b>Elementary Activities</b>			
Managers/ Coordinators	Theme Coordinator (NPE)	17	1
Managers/ Coordinators	Theme Coordinator (SRS)	17	1
Managers/ Coordinators	Theme Coordinator (WES)	17	1
Managers/ Coordinators	Talent Show Coordinator (NPE)	5	1
Managers/ Coordinators	Talent Show Coordinator (SRS)	5	1
Managers/ Coordinators	Talent Show Coordinator (WES)	5	1
Managers/ Coordinators	Safety Patrol (NPE)	15	1
Managers/ Coordinators	Safety Patrol (SRS)	15	1
Managers/ Coordinators	Safety Patrol (WES)	15	1
Music	Choral Director (NPE)	15	1
Music	Choral Director (SRS)	15	1
Music	Choral Director (WES)	15	1
Music	Orchestra Director (NPE)	15	1
Music	Orchestra Director (SRS)	15	1
Music	Orchestra Director (WES)	15	1
Music	Band Director (NPE)	15	1
Music	Band Director (SRS)	15	1
Music	Band Director (WES)	15	1
Student Media	Yearbook Coordinator (NPE)	15	1
Student Media	Yearbook Coordinator (SRS)	15	1
Student Media	Yearbook Coordinator (WES)	15	1
Student Media	AV Assembly Director (NPE)	5	1
Student Media	AV Assembly Director (SRS)	5	1
Student Media	AV Assembly Director (WES)	5	1

Student Government	Student Council Sponsor (NPE)	20	1
Student Government	Student Council Sponsor (SRS)	20	1
Student Government	Student Council Sponsor (WES)	20	1
All Other Activities	Reading Olympics (NPE)	20	1
All Other Activities	Reading Olympics (SRS)	20	1
All Other Activities	Reading Olympics (WES)	20	1
All Other Activities	Homework Club Coordinator (NPE)	11	1
All Other Activities	Homework Club Coordinator (SRS)	11	1
All Other Activities	Homework Club Coordinator (WES)	11	1
All Other Activities	Fitness Coordinator (NPE)	20	1
All Other Activities	Fitness Coordinator (SRS)	20	1
All Other Activities	Fitness Coordinator (WES)	20	1



<b>Years of Experience</b>	<b>SY 2024-25</b>
<b>1</b>	\$73.00
<b>2</b>	\$73.00
<b>3</b>	\$78.00
<b>4</b>	\$83.00
<b>5</b>	\$88.00
<b>6</b>	\$94.00
<b>7</b>	\$99.00
<b>8+</b>	\$104.00

<b>Years of Experience</b>	<b>SY 2025-26</b>
<b>1</b>	\$73.00
<b>2</b>	\$73.00
<b>3</b>	\$78.00
<b>4</b>	\$83.00
<b>5</b>	\$88.00
<b>6</b>	\$94.00
<b>7</b>	\$99.00
<b>8+</b>	\$104.00

<b>Years of Experience</b>	<b>SY 2026-27</b>
<b>1</b>	\$75.92
<b>2</b>	\$75.92
<b>3</b>	\$81.12
<b>4</b>	\$86.32
<b>5</b>	\$91.52
<b>6</b>	\$97.76
<b>7</b>	\$102.96
<b>8+</b>	\$108.16

<b>Years of Experience</b>	<b>SY 2027-28</b>
<b>1</b>	\$75.92
<b>2</b>	\$75.92
<b>3</b>	\$81.12
<b>4</b>	\$86.32
<b>5</b>	\$91.52
<b>6</b>	\$97.76
<b>7</b>	\$102.96
<b>8+</b>	\$108.16

**G. Curriculum Supplemental Positions**

For Curriculum Supplemental Positions:

- All Curriculum Supplemental Positions will receive base dollar value for their individual position

### Curriculum Supplementals 2024-2028

Building Level	Position	Stipend	SY 2024-25	SY 2025-26	SY 2026-27	SY 2027-28
<b>Districtwide Supplementals</b>						
Districtwide Department Chairs	Nursing	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Department Chairs	Guidance	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Department Chairs	Physical Education/ Health	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Department Chairs	Performing Arts	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Department Chairs	Visual Arts	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Department Chairs	Libraries	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Coordinators	Extended School Year Coordinator (Elem)	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Coordinators	Extended School Year Coordinator (Sec)	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Teacher Leaders	Cultural Proficiency Equity Teacher leader	\$6,100	\$6,100.00	\$6,100.00	\$6,344.00	\$6,344.00
Districtwide Coordinators (Elementary)	Gifted Coordinator (Elem)	\$5,100	\$5,100.00	\$5,100.00	\$5,304.00	\$5,304.00
Districtwide Coordinators (Secondary)	Gifted Coordinator (Sec)	\$5,100	\$5,100.00	\$5,100.00	\$5,304.00	\$5,304.00
Districtwide Teacher Leaders	PBIS Tier I Coach	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Districtwide Teacher Leaders	PBIS Tier II Coach	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Districtwide Teacher Leaders	PBIS Tier III Coach	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Secondary ( <i>Only</i> ) Dept Chairs	Family & Consumer Sciences	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Secondary ( <i>Only</i> ) Dept Chairs	Tech & Engineering	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
<b>High School</b>						
Strath Haven HS Department Chairs	Special Education	\$5,100	\$5,100.00	\$5,100.00	\$5,304.00	\$5,304.00
Strath Haven HS Department Chairs	Language Arts	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00

<b>Building Level</b>	<b>Position</b>	<b>Stipend</b>	<b>SY 2024-25</b>	<b>SY 2025-26</b>	<b>SY 2026-27</b>	<b>SY 2027-28</b>
Strath Haven HS Department Chairs	Mathematics	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Strath Haven HS Department Chairs	Science	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Strath Haven HS Department Chairs	Social Studies	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Strath Haven HS Department Chairs	World Languages	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Strath Haven HS Coordinator	World Language Exchange Coordinator	\$2,050	\$2,050.00	\$2,050.00	\$2,132.00	\$2,132.00
<b>Middle School</b>	<b>Position</b>	<b>Stipend</b>				
Strath Haven MS Department Chairs	Special Education	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Strath Haven MS Department Chairs	Language Arts	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Strath Haven MS Department Chairs	Mathematics	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Strath Haven MS Department Chairs	Science	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Strath Haven MS Department Chairs	Social Studies	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Strath Haven MS Department Chairs	World Languages	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Strath Haven MS Grade Level Team Leaders (1 per team)	Team Leader (Grade 8)	\$3,600	\$3,600.00	\$3,600.00	\$3,744.00	\$3,744.00
Strath Haven MS Grade Level Team Leaders (1 per team)	Team Leader (Grade 7)	\$3,600	\$3,600.00	\$3,600.00	\$3,744.00	\$3,744.00
Strath Haven MS Grade Level Team Leaders (1 per team)	Team Leader (Grade 6)	\$3,600	\$3,600.00	\$3,600.00	\$3,744.00	\$3,744.00
Strath Haven MS Grade Level Team Leaders (1 per team)	Team Leader (Specials)	\$3,600	\$3,600.00	\$3,600.00	\$3,744.00	\$3,744.00

<b>Building Level</b>	<b>Position</b>	<b>Stipend</b>	<b>SY 2024-25</b>	<b>SY 2025-26</b>	<b>SY 2026-27</b>	<b>SY 2027-28</b>
<b>Elementary Buildings</b>	<b>Position</b>	<b>Stipend</b>				
Elementary Department Chairs (one per bldg)	Special Education	\$4,100	\$4,100.00	\$4,100.00	\$4,264.00	\$4,264.00
Elementary Department Chairs	Grade 5	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Elementary Department Chairs	Grade 4	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Elementary Department Chairs	Grade 3	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Elementary Department Chairs	Grade2	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Elementary Department Chairs	Grade 1	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Elementary Department Chairs	Grade K	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Grade Level Team Leaders (one per bldg)	Team Leader (Grades 3-5)	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Grade Level Team Leaders (one per bldg)	Team Leader (Grades K-2)	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
Grade Level Team Leaders (one per bldg)	Team Leader (Specials)	\$3,100	\$3,100.00	\$3,100.00	\$3,224.00	\$3,224.00
PSSA/ Keystone Testing Coordinators (one/ bldg)	Testing Coordinator	\$850	\$850.00	\$850.00	\$884.00	\$884.00

<b>Position – Payment per week for competition beyond typical season</b>	<b>SY 24-25 and 25-26</b>	<b>SY 26-27 and 27-28</b>
Head Coach/Band Director	\$320.00	\$332.80
Assistant Coaches/Assistant Band Directors	\$235.00	\$244.40
<b>Supplemental Hourly Pay Rates</b>	<b>Stipend/hr</b>	<b>Stipend/hr</b>
<b>Position</b>	<b>SY 24-25 and SY 25-26</b>	<b>SY 26-27 and 27-28</b>
Special Education Related Curricular Duties	\$50	\$52
All Other Curricular Duties	\$45	\$46.80
All Other (Non-Curricular) Duties	\$40	\$41.60

<b>Bldg Level Discretionary Activities</b>	<b>Allotment/yr</b>	
Elementary Activities Funds (per bldg)	\$10,000	
Middle School Activities Funds	\$7,000	
High School Activities Funds	\$5,000	
<b>Mentors</b>	<b>Stipend/Yr</b>	<b>Stipend/Yr</b>
<b>Position</b>	<b>SY 24-25 and SY 25-26</b>	<b>SY 26-27 and 27-28</b>
Mentor to teacher w/o prior induction - Year 1	\$900 + Act 48	\$936 + Act 48
Mentor to teacher w/o prior induction - Year 2	\$450 + Act 48	\$468 + Act 48
Mentor to teacher w/ prior induction - Year 1	\$450 + Act 48	\$468 + Act 48
Mentor to WSSD teacher in new role (not new grade level)- Year 1 ** only as identified as a need by supervisor	\$450 + Act 48	\$468 + Act 48

## **H. Notes on Supplemental Salaries**

1. The salary indicated shall encompass the entire job. There will be no additional compensation or expenses paid except as authorized in Notes 4.
2. Supplemental salaries for non-athletic activities shall be paid at the conclusion of the activity or on January 30 and June 15 as determined by the District.
3. Salaries for athletic supplementals shall be paid according to the following:
  - Fall – Pay period closest to September 21<sup>st</sup> and November 15th
  - Winter – Pay period closest to December 15th and February 15th
  - Spring – Pay period closest to April 15th and May 15th
4. Play-off pay will compensate coaches for each additional week of work beyond the regular season.
5. Head Sponsors of Supplemental positions that are tied to athletic events that have extended seasons shall receive additional pay as stated above.
6. Head Sponsors of Non-Athletic Supplemental positions who participate in competitions beyond the scope of their regular competition dates shall receive additional pay upon agreement of the District.
7. The fact that a salary is indicated does not commit District to fill the position at any particular school. This shall be at the discretion of the Board of School Directors based on recommendations by the administration.
8. If a supplemental position is not funded, teachers will not be asked to perform similar tasks, although the administration may accomplish similar tasks using persons other than Bargaining Unit Members.
9. A Bargaining Unit Member's placement on the Supplemental Salary Schedule shall include full credit for all years' experience within the District in the same specific supplemental position.
10. When a Bargaining Unit Member advances to a higher paying supplemental position carrying more units than his/her previous position within the same sport or activity, the Bargaining Unit Member's placement on the Supplemental Salary Schedule shall be at the lowest experience level that will provide a stipend higher than the stipend the Bargaining Unit Member would have received had he/she remained in the previous position. However, when movement of a coach from assistant to head coach occurs within the same sport, he/she shall be given credit for years experience within that sport.

11. A Bargaining Unit Member who accepts a supplemental position having a lower unit value within the same sport or activity than the supplemental position in which the Bargaining Unit Member was previously assigned shall be given credit for the actual years served in the sport or activity without regard to whether such placement results in a salary increase or decrease.
12. If the District elects to establish new supplemental positions during the term of this contract, the units assigned to the new position will be formulated by consultation between the District and the Bargaining Unit and then submitted to the Board of School Directors for approval.
13. Bargaining Unit Members will be given the opportunity to elect the type of federal income tax withholding from their supplemental stipend that each such employee prefers, consistent with law.
14. The District will notify all Bargaining Unit Members of positions available as teachers or coordinators of the summer school program and the applicable salaries, and qualified Bargaining Unit Members will be given preference in filling such positions in the event that an equally qualified non-Bargaining Unit Member is applying for such position.
15. The hourly rates of pay for sponsoring authorized activities outside the contract day including, curriculum development work, the coordination of overnight field-trips, long-range planning, homebound instruction, summer school, school consolidation assignments, or legal proceedings specifically authorized by the Superintendent and approved by the Board of School Directors for performance during the summer, or in addition to the contract day during the school year are included in the grid of Curriculum Supplementals.
16. During the term of the Bargaining Agreement, each District school will annually receive the following funds:
  - Elementary schools: \$10,000
  - Middle School: \$7,000
  - High School: \$5,000

Elementary school Activities Funds will be used to pay elementary employees for selected after school activity clubs. The clubs will be approved by the building principals and grade level chairs.

Middle School and High School Activities Funds will be used to pay employees of both schools for after school activity clubs and after school gifted activities. In both schools, the clubs and activities will be approved by the principal and the activities director.



## **XXVI. APPENDIX B: GRIEVANCE PROCEDURE**

**Step One.** Person or persons initiating any complaint or grievance alleging a violation of this Agreement by the District shall present the complaint or grievance in writing on a form provided by the District to the principal of the building to which such person is assigned (or the principal's designee) within 20 days of the event complained of. The principal will meet with the grievant within five (5) days of the filing of the grievance and will answer the grievance in writing within ten (10) days after the meeting.

**Step Two.** If no resolution is achieved in Step One, the grievant may, within 20 days of the date of the principal's written answer, appeal to the Superintendent of Schools in writing. The Superintendent or his/her designee shall meet with the grievant within 20 days of the receipt of the appeal in Step Two. The Superintendent shall answer the appeal in writing within ten (10) days following the Step Two meeting.

**Step Three.** If no satisfactory resolution is reached in Step Two, the Bargaining Unit may, within 15 days after receipt of the Superintendent's written answer, file a request for arbitration in accordance with the rules for voluntary labor arbitration of the American Arbitration Association.

The arbitrator's decision shall be final and binding provided, however, that the arbitrator may not make any decision which requires any act prohibited by law or which in any way modifies, adds to, or subtracts from the terms of this Agreement. The expenses of arbitration shall be shared equally by the District and the Bargaining Unit.

Any aggrieved person may, at such Bargaining Unit Member's option, be represented in the grievance procedure by a representative selected or approved by the Bargaining Unit.

The time limitations set forth in this procedure are mandatory and may not be waived except in writing. A grievance which is not timely filed at any step of the proceeding will be deemed withdrawn.

Whenever a number of days are mentioned in this procedure, they shall be computed in school days except when an event occurs at the conclusion of a school term, in that case, they shall be computed in scheduled work days, which will not occur until the summer break is over.

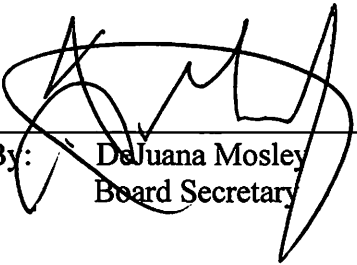
**XXVII. APPENDIX C – PAY SCHEDULES**

<b>2024-2025</b>		<b>2025-2026</b>		<b>2026-2027</b>		<b>2027-2028</b>	
<b>Pay #</b>	<b>Pay Date</b>	<b>Pay #</b>	<b>Pay Date</b>	<b>Pay #</b>	<b>Pay Date</b>	<b>Pay #</b>	<b>Pay Date</b>
1	8/30/2024	1	8/29/2025	1	8/28/2026	1	8/27/2027
2	9/13/2024	2	9/12/2025	2	9/11/2026	2	9/10/2027
3	9/27/2024	3	9/26/2025	3	9/25/2026	3	9/24/2027
4	10/11/2024	4	10/10/2025	4	10/9/2026	4	10/8/2027
5	10/25/2024	5	10/24/2025	5	10/23/2026	5	10/22/2027
6	11/8/2024	6	11/7/2025	6	11/6/2026	6	11/5/2027
7	11/22/2024	7	11/21/2025	7	11/20/2026	7	11/19/2027
8	12/6/2024	8	12/5/2025	8	12/4/2026	8	12/3/2027
9	12/20/2024	9	12/19/2025	9	12/18/2026	9	12/17/2027
10	1/3/2025	10	1/2/2026	10	1/1/2027	10	12/31/2027
11	1/17/2025	11	1/16/2026	11	1/15/2027	11	1/14/2028
12	1/31/2025	12	1/30/2026	12	1/29/2027	12	1/28/2028
13	2/14/2025	13	2/13/2026	13	2/12/2027	13	2/11/2028
14	2/28/2025	14	2/27/2026	14	2/26/2027	14	2/25/2028
15	3/14/2025	15	3/13/2026	15	3/12/2027	15	3/10/2028
16	3/28/2025	16	3/27/2026	16	3/26/2027	16	3/24/2028

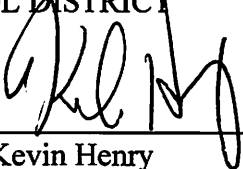
**XXVIII. EXECUTION PAGE**

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers this 28<sup>th</sup> day of October 2024.

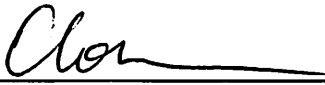
Attest:

  
By: DeJuana Mosley  
Board Secretary

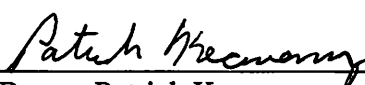
WALLINGFORD-SWARTHMORE  
SCHOOL DISTRICT

  
By: Kevin Henry  
Board President

Attest:


  
By: Elizabeth Cohen  
WSEA Secretary

WALLINGFORD-SWARTHMORE  
EDUCATION ASSOCIATION

  
By: Patrick Keaveney  
WSEA President

By:   
Billie Jo McNamara,  
WSEA President

By:   
Meryl Chafetz  
WSEA

By:   
Amanda Lawson  
WSEA

**XXIX. DISTRICT WORKING CONDITIONS**

A. Notwithstanding the fact that former Article XXVIII of the Collective Bargaining Agreement was never considered to be “part of the Collective Bargaining Agreement and [its provisions] are not subject to the contract grievance procedure,” the District in good faith intends to maintain status quo with respect to the High School preparation time in former Article XXVIII to the extent that it will be addressed by the Joint Labor Management Committee described in subparagraph B below.

B. Effective as soon as practicable following contract ratification, the parties shall form a Joint Labor Management Committee, the composition and size of which will be decided by the parties consisting of an equal number of District appointees and Association appointees that will negotiate over the inclusion of the following remaining language in former Appendix XXVIII into the Collective Bargaining Agreement. Should the parties fail to finalize those negotiations on or before September 1, 2025, the parties shall agree to go into binding arbitration for the purposes of adjudicating whether such language shall be included in the Collective Bargaining Agreement and the terms of such language that would be included in the Collective Bargaining Agreement. The parties shall agree on a mutually acceptable labor arbitrator experienced in fact finding and/or similar resolutions to implement this provision. The following language shall be applicable for review:

1. The following range is a regular class sizes are recommended [for elementary schools].

Grade	Range of
K	18-23
1	18-23
2	18-23
3	20-27
4	20-27
5	20-27

2. For elementary schools class size and designations and resultant decisions in employing staff are made in the Spring of each school year based on enrollment projections. It is understood that in determining the number of class sections in the Spring of the year, administrators should endeavor to develop class sizes and staffing patterns that will fall within the recommended range of class sizes.

3. In elementary schools enrollments tend to increase or decrease slightly at all grade levels over the summer months and during the first few weeks of school. Since this condition is a reality, circumstances may occur which would place a particular class or group of classes at a given grade level outside the range of the recommended class sizes. The commission will discuss situations of this nature and will endeavor to resolve them in accordance with the resolution before the end of the third week of school in any school year.

4. In elementary school, each teacher shall receive an average/minimum of 30 minutes of aide time per day for a schedule of 180 days.

5. Each kindergarten classroom shall receive an average/minimum of 3.5 hours of aide time per day for a schedule of 180 days. With this reduction in hours, the District intends to achieve the staffing change to attrition, not a lay off.

6. In elementary school a teacher may elect to receive less general aide time than is provided above.

7. Building principals will make every effort to assign equitable class loads and preparations based on recognized educational criteria.

8. Each Strath Haven High School staff member will be responsible to teach three (3) 80-minute periods per day.

9. No Strath Haven High School staff member will be required to teach more than three (3) 80-minute periods per day.

10. A duty-free period, equal to a standard teaching period, will be provided on a daily basis to high school staff members.

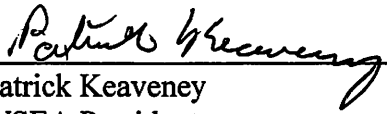
11. Six (6) instructional assignments per day – 36 per six-day cycle – 30 per week – may be assigned to secondary teachers in the following disciplines: health, industrial arts, art, music, and physical education. Assignments of this nature will be made only after consultation with the department involved, and with the approval of the superintendent, or when necessary for scheduling and implementation of workload standards.

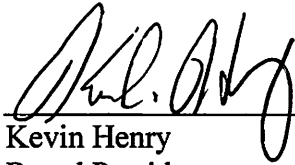
12. Secondary teachers shall be assigned no more than five (5) instructional periods per day, in a semester. Exceptions to this may occur when a principal, after consultation with the department, determines that scheduling an additional period per day may be needed to accommodate a class. Any teacher assigned six (6) instructional class periods per day will not be assigned a duty by the District Administration that other Bargaining Unit Members may be required to perform as part of their professional obligations.


This Resolution is adopted by the parties as of.

WALLINGFORD-SWARTHMORE  
EDUCATION ASSOCIATION

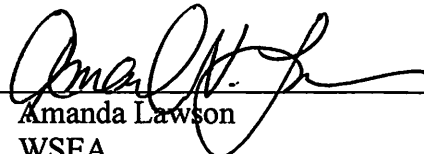
WALLINGFORD-SWARTHMORE  
SCHOOL DISTRICT

By:   
Patrick Keaveney  
WSEA President

By:   
Kevin Henry  
Board President

By:   
Billie Jo McNamara,  
WSEA President

By:   
Meryl Chafetz  
WSEA

By:   
Amanda Lawson  
WSEA

### **XXX. EXHIBIT “A”**

A. The parties agree to include the following language as part of new Article XXIX or another provision in the contract as follows:

#### **A. STANDARDS COMMON TO ALL SCHOOLS**

1. Teachers who are assigned to teach in more than one building shall have their schedules arranged to cause the minimum amount of disruption and travel between buildings. Administrators shall be aware of differences in starting and ending times in various buildings in order to preclude an extension of the 7.75 teaching day for those involved in multi-building assignments.
2. In order to facilitate travel time, teachers are assigned to teach in more than one building on any given day will not be scheduled for a duty assignment on that day.
3. Teachers who are assigned to teach across elementary and secondary grade levels shall have their schedules reviewed by the building principal to ensure that their planning time will be equitably determined on the basis of the proportion that they are spending in elementary, middle school or high school assignments through a proportional average as determined by the principal.
4. Unscheduled meetings may be called by the principal in the event of an emergency with as much prior notification as possible to the WSEA building representative.
5. Employees that are asked to cover a class, thereby losing his or her only individual preparation period for that day, occurring within the student day, will be paid at the hourly rate defined in the supplemental section of this Agreement. Payment will be made only when the coverage assigned by the principal of the building or his or her designee. Coverage is arranged between staff members shall not be considered for payment unless notification is distributed by the principal or his or her designee.
6. In the event of an absence of a teacher, where no substitute has been secured, if the full class of the absent teacher is combined with another class, the teacher covering the double class shall receive compensation equal to the WSSD rate of the daily substitute. In the event that a class is split and covered by more than one teacher, each teacher providing such coverage shall be paid a portion of the WSSD rate of a daily substitute reflective of the coverage provided.
7. In the event the School District is planning a change to the start time of any school in the District, the parties shall agree to meet to discuss any possible changes to the start time.

8. Teachers will update online grades on a weekly basis. Tests and papers should be posted within 2 weeks through the online portal. Research papers or other long-term special assignments exceeding 4 pages in length may require more than 2 weeks for posting but shall be posted with at least 2 weeks left in the marking period. If unable to do so, the grade shall move to the start of the next marking period except in the case of the final marking period of the course, in which case, the grades in question shall be posted at least 1 week before the end of the marking period.

## **B. GENERAL STANDARDS FOR ELEMENTARY SCHOOLS**

1. For full time elementary school teachers, 225 minutes per week of preparation time that is free of regularly occurring duties and meetings shall be provided in time blocks of no less than thirty (30) minutes scheduled during each student day, except in circumstances where it is impossible to employ special area substitutes, in which case the preparation time would be provided within the teacher work day.
2. If an elementary teacher loses preparation time during their normally scheduled planning period, the principal will exercise their best efforts to work with the teacher to restore the missed planning time within a reasonable period of time. Emergency situations, including but not limited to, early dismissals, weather related dismissals or late starts, fires, lockdowns, or other weather-related situations would not constitute the need for reimbursed time.
3. The elementary teacher day shall conclude with fifteen (15) minutes of reorganization time, free of student supervision obligations except for scheduled duties.
4. Special education teachers shall be granted up to one (1) day per year, taken in no less than one half day blocks for IEP development and writing.
5. Special area teachers shall have no more than three (3) consecutive classes without a break, which can be as short as five (5) minutes, but may also be inclusive of a lunch or preparation time.

## **C. STANDARDS WHICH ARE COMMON TO ALL SECONDARY SCHOOLS**

1. For all secondary schools, a specific day in the week will be designated for faculty and committee meetings at the discretion of building principal. A WSEA building representative may also request that an item of mutual concern be placed on the meeting agenda with as much advanced notice given to the principal as possible.
2. Each secondary teacher will have at least one duty free preparation period each day, 45 minutes in length, scheduled during the student day.



3. No teacher will be assigned for more than 4 consecutive instructional periods, including lunch duty, during any student day.
4. Department representatives will have meaningful input into the master schedule.

B. The parties agree to delete the following language in Article XXVIII of the Collective Bargaining Agreement effective immediately after ratification:

1. Faculty meetings in the elementary schools shall be scheduled on a weekly calendar, and the calendar shall be distributed to the staff each Friday afternoon.
2. Insofar as possible, the general aide time which a classroom teacher is to receive shall be provided at the same time each day by the same aide.
3. All teachers, by grade chairs or represented by a building committee of their choosing, will have meaningful input into the master schedule and will work with the principal to implement these standards.
4. Eliminate any duplicative or repetitive language established in the document.
5. No secondary teacher will be assigned more than 30 instructional periods per six-day cycle or 25 instructional periods per week. Certain secondary schools may operate on a six-day cycle and certain secondary schools may operate on a weekly schedule. The maximum number of instructional periods assigned to a teacher will depend upon the cycle or schedule that is followed in a given secondary school. An exception to this standard may occur in those situations where the principal, after consultation with the department involved, determines that scheduling and the structure require an additional instructional assignment. In such cases, a teacher may be assigned up to 36 instructional periods per six-day cycle or 30 instructional periods per week depending upon the scheduling cycle in use at the time, with the approval of the Superintendent, and such an assignment will constitute the full load of the teacher during the student day.
6. If a four period or five period day is scheduled at Strath Haven Middle School, the following shall apply:
7. Each staff member would be responsible to teach three 80-minute periods per day or four 55-minute periods per day.
8. No staff members would be required to teach more than three 80-minute periods or four 55-minute periods per day.
9. A duty-free period equal to a standard teaching period would be provided on a daily basis to middle school staff members.
10. The following applies to members at Strath Haven High School 9-12:

11. Each Strath Haven High School staff member will be responsible to teach three 80-minute periods per day.
12. No Strath Haven High School staff members will be required to teach more than three 80-minute periods per day.
13. A duty-free period equal to a standard teaching period will be provided on a daily basis to high school staff members.
14. Eliminate all references to when a school is organized on an 8 period day.
15. Eliminate all references if a 4 period or 5 period day is scheduled at Strathaven Middle School.

**XXXI. MEMORANDUM OF UNDERSTANDING**


This Memorandum of Understanding is entered between the Wallingford-Swarthmore School District and the Wallingford-Swarthmore Education Association.

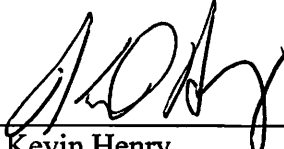
Notwithstanding any language in the Collective Bargaining Agreement, Bargaining Unit Members will be additionally required to attend no more than two (2) faculty meetings/professional development meetings per year, each of which is not more than one (1) hour in length scheduled in advance and occurring before or after the student instructional day, so long as there is not a professional development program scheduled during that month and so long as that does not occur during the month of December.

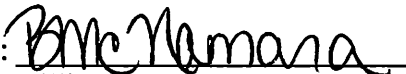
This Memorandum of Understanding shall remain in full force and effect until June 29, 2028.

WALLINGFORD-SWARTHMORE  
EDUCATION ASSOCIATION

WALLINGFORD-SWARTHMORE  
SCHOOL DISTRICT

By:   
Patrick Keaveney  
WSEA President

By:   
Kevin Henry  
Board President

By:   
Billie Jo McNamara  
WSEA President