



Collective Bargaining Agreement

BETWEEN

NORTHWESTERN LEHIGH SCHOOL DISTRICT

AND

NORTHWESTERN LEHIGH EDUCATION ASSOCIATION

July 1, 2022, through June 30, 2026

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**AGREEMENT BETWEEN
NORTHWESTERN LEHIGH SCHOOL DISTRICT
AND NORTHWESTERN LEHIGH EDUCATION ASSOCIATION**

I. RECOGNITION

The Northwestern Lehigh Education Association (NWLEA), (the “Association”), is hereby recognized by the Northwestern Lehigh School District (the “District”) as the bargaining agent for the District’s professional bargaining unit members, hereafter (“members”) comprised of librarians, certified school nurses, guidance counselors, school psychologists, behavior interventionists, therapeutic case manager, speech pathologists, and classroom teachers, being those employees properly included in a bargaining unit as defined in the Pennsylvania Public Employees Bargaining Law (“Act 195”), as amended from time to time, providing for collective bargaining for public employees.

Both parties agree that this Agreement shall set forth the terms and conditions to which each party agrees to be bound, and that this Agreement has been reached voluntarily without undue or unlawful coercion or force by either party.

II. TERM OF AGREEMENT

The term of this Agreement shall begin on July 1, 2022, and shall continue in full force and effect until June 30, 2026, or until such later date as the parties may hereinafter agree is to be the extended date. Any such extended date shall be evidenced by an amendment to this Agreement, to which both parties shall signify their approval by executing the same amendment.

III. NO STRIKE- NO LOCK-OUT PROVISION

Both parties agree to faithfully abide by the provisions of Act 195. As a condition of the various provisions of this Agreement to which the parties have agreed, the Association pledges that members shall not engage in a strike (as that term is defined in Act 195) during the term of this Agreement, and the District pledges that it will not conduct, or cause to be conducted, a lock-out during the term of this Agreement.

IV. NONDISCRIMINATION CLAUSE

The District and the Association agree that they will not discriminate against any member on the basis of race, creed, color, national origin, sex, age, marital status, religious beliefs, political activities, qualified handicaps or participation in the affairs of the Association for the term of this Agreement. The clause is not subject to the grievance/arbitration section of this contract.

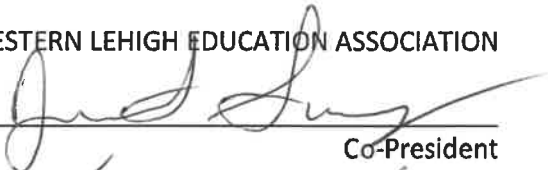
V. EFFECTIVE DATE AND SIGNATURE

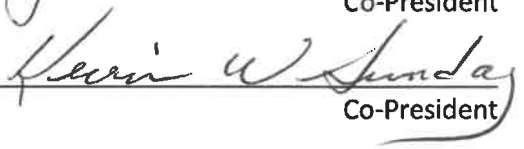
This Agreement is made and entered into this 17th day of November 2021 by and between the Northwestern Lehigh Education Association and the Northwestern Lehigh School District.

NORTHWESTERN LEHIGH SCHOOL DISTRICT

By: 
President

NORTHWESTERN LEHIGH EDUCATION ASSOCIATION

By: 
Co-President

By: 
Co-President

VI. GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A “*grievance*” as used in this Agreement shall mean a complaint by a Bargaining Unit Member or a group of Bargaining Unit Members that are represented by the Association or the Association itself when there has been to him/her, or them, a violation of any of the provisions of the Agreement between the Employer, and a Bargaining Unit Member of the Association.
2. An “*aggrieved person*” as used in this Agreement is a Bargaining Unit member or members alleging a misinterpretation or misapplication of the provisions of this collective bargaining agreement with Association representation.
3. The term “*days*” when used by members in this article shall, except where otherwise indicated, mean working school days; thus, personal days, holiday and weekend days are excluded. The term “*days*” when used by Principals/Supervisors or Administrators is defined as working school days; thus, personal days, holidays, weekends or vacation days are excluded.
4. “*Representative*” as that term is used in this Agreement shall mean only a duly authorized member of the Association.

B. GENERAL PROCEDURES

1. The parties agree to an orderly and expeditious resolution to a grievance arising from the application of interpretation of the terms and conditions of this Agreement. A five (5) step process for the disposition of a grievance is outlined below.
2. In the event a grievance is filed on or after June 1, the parties agree to make a good faith effort to reduce the time limit set forth herein so that the grievance procedure may be fully utilized prior to the end of the school term or as soon thereafter as is practicable before the last member workday of the school year. The reduced time frames must be mutually agreeable to both parties.
3. In the event a grievance is filed so that the five (5) step process cannot be completed before the last member work day of the school year, should it be necessary to pursue the grievance to all levels of the appeals, then said grievance shall be resolved in the new school year, beginning with the first member work day under the terms of this Agreement and this article, and not under any succeeding Agreement.
4. The Employer agrees to recognize a duly elected and certified Grievance Committee. The Committee consists of one (1) representative from each building of the school district. Annual notification of the four (4) Committee members with identification of the chairperson will be presented to the Superintendent by September 15 of each school year. The Superintendent will be notified of changes to committee members within 30 calendar days.
5. Initiation of Group Grievance: When the Association or Bargaining Unit Members in one or more schools have a grievance affecting the Association as a whole, the chairperson of the Grievance Committee of the Association and in the name of the Association may initiate a group grievance by proceeding immediately to Step 3 with the grievance being addressed to the Superintendent within ten (10) days of its occurrence. The formal grievance form must be

submitted to the Director of Human Resources for formal processing of the grievance; including date stamp and delivery of the grievance form to the Superintendent. The Director of Human Resources will be responsible for informing all parties of the time frame requirements associated with processing the grievance.

6. No grievance shall be considered or go forward unless it follows appropriate steps and is filed in a timely manner.
7. Failure of the member to proceed to the next step of the grievance procedure within the specified time limits set forth shall be deemed to be in acceptance of the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance. Failure of a Principal/Supervisor or Administrator at any step to communicate his/her response to the member within the specified time limits shall result in the grievance proceeding to the next step. All time limitations shall be measured in District business days rather than school days beyond the end of the school year.

Professional legal counsel costs, if any, will be borne by the party incurring such costs.

Nothing herein is to preclude a member or the Association from withdrawing the grievance without prejudice at any step of this grievance procedure. If at any step before a decision is rendered the member desires to withdraw the grievance, the Association shall submit a written withdrawal request to the person or body processing that step of the grievance. No further action or response will then be required to that grievance.

The District shall provide the forms necessary to administer this grievance procedure.

C. STEPS

1. Step 1:

The "aggrieved" Bargaining Unit Member, with his/her representative, will first document their grievance on the required Step 1 form and discuss his/her grievance concern with his/her appropriate Principal/Supervisor or Administrator within ten (10) days of its occurrence with the objective of resolving the matter informally. The Step 1 form must be submitted to the appropriate Principal/Supervisor or Administrator. The meeting to discuss the grievance concern must be held within five (5) days of filing the grievance. The Principal/Supervisor or Administrator will investigate the issue and attempt to resolve the grievance within five (5) days of the meeting.

2. Step 2:

If Step 1 fails to resolve the grievance to the member's satisfaction, the member shall move the grievance to Step 2 within ten (10) days following the receipt of the Principal/Supervisor or Administrator's response. The formal grievance on the Step 2 form must be submitted to the Director of Human Resources for formal processing of the grievance, including date stamp and delivery of the grievance form to the Principal/Supervisor or Administrator. The Director of Human Resources will be responsible for informing all parties of the time frame requirements associated with processing the grievance.

The Principal/Supervisor or Administrator shall reply with a written response on the standard grievance form within ten (10) days following receipt of the written grievance.

3. Step 3:

If Step 2 fails to resolve the grievance to the member's satisfaction, the member must submit a formal written Step 3 grievance appeal of the decision on the Step 3 form addressed to the Superintendent within ten (10) days following the receipt of the Principal/Supervisor or Administrator's written response. The appeal shall include a copy of all documents dealing with said grievance and the grievance, and the grounds for regarding the decision as incorrect. The formal written grievance appeal must be submitted to the Director of Human Resources for formal processing of the grievance, including date stamp and delivery of the grievance form to the Superintendent. The Director of Human Resources will be responsible for informing all parties of the time frame requirements associated with processing the grievance.

The Superintendent or designee shall hear the formal written grievance within fifteen (15) days following the receipt of the formal grievance. Written notice of the time and place of the appeal hearing shall be given at least five (5) school days prior to the hearing to the aggrieved Bargaining Unit Member and the Association. An official of the Association will be present at the hearing.

Within ten (10) school days of hearing the appeal, the Superintendent or designee shall communicate to the aggrieved Bargaining Unit Member and the Association his/her written decision with supporting reasons.

4. Step 4:

If Step 3 fails to resolve the grievance to the member's satisfaction, the member must address a formal, written appeal of the Step 3 decision to the Northwestern Lehigh School Board of Directors' President, Secretary and the Superintendent on the Step 4 form within ten (10) days. The formal grievance form must be submitted to the Director of Human Resources for formal processing of the grievance; including date stamp and delivery of the grievance form to the School Board and the Superintendent. The Director of Human Resources will be responsible for informing all parties of the time frame requirements associated with processing the grievance.

The Board of School Directors, at its next regularly scheduled Board meeting shall hold a hearing on the grievance in executive session. The Board shall respond, in writing, within ten (10) days after its Board Meeting Hearing.

5. Step 5:

a. If Step 4 fails to resolve the grievance to the satisfaction of the affected party or parties, the Association may make a written request for binding arbitration on the Step 5 form as provided in Section 903 of Act 195 to the Bureau of Mediation. If the grievance fails to meet the criteria of Section 903 of Act 195, the decision of Step 4 shall be final. The proceedings shall be initiated by filing with the President and the Secretary of the Board a notice of arbitration. The notice shall be filed within 30 (thirty) days after receipt of the decision of the Employer under the Grievance Procedure.

b. The following procedure shall be used to secure the services of an arbitrator:

(1) A joint request by the parties shall be made to the Bureau of Mediation to submit a list of persons qualified to function as an impartial arbitrator in the dispute in question.

(2) The arbitrator shall limit himself/herself to the interpretation of the Agreement and shall not add to nor subtract anything from the Agreement between the parties. The decision of the arbitrator shall be final and binding.

(3) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses, and the cost of the hearing room other than a District facility shall be borne equally by the District and the Association.

VII. ASSOCIATION RIGHTS

A. DUES DEDUCTIONS

1. The District shall deduct from the member's salary the membership dues of the Association of PSEA or NEA, and transmit the deductions to the Association, provided the District's Business Administrator has been presented with cards signed by the individual members authorizing such deductions together with a list of all such consenting members.
2. The dues deducted in accordance with this Section shall be transmitted to the Association on a bi-weekly basis.
3. The Association shall indemnify, defend, and hold the District harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action by the District in the reliance upon the payroll deduction authorization cards submitted by the Association to the District.
4. All payroll deductions authorization cards shall be collected and approved by the Association which shall submit the same to the District's Business Administrator.
5. Payroll deduction authorization cards shall be printed at the expense of the Association and presented to the District's Business Administrator a minimum of seven (7) school days prior to the first regularly scheduled pay in October to qualify for payroll deductions during the school year.

Second semester members may qualify for payroll deductions in the second semester by using the same procedure above for filing authorization cards and presenting the same a minimum of seven (7) school days prior to the first regularly scheduled pay in March.

6. All members within the bargaining unit covered by this Agreement who are members of the Association at the time this Agreement is ratified or who, after becoming members thereof during any year of the term of this Agreement, must retain their membership in the Association for the balance of that year, provided that any such member(s) may resign from the Association during a period of fifteen (15) school days prior to the expiration of this Agreement. It is the Association's responsibility to collect dues for those members who do not or will not sign payroll deduction authorization cards.

B. NWLEA LEAVE

The District agrees to recognize the duly elected Officers of the Association and members of the Association's Representative Council. Annual notification of the Officers and Council members will be presented to the Superintendent by September 15 of each school year. The Superintendent will

be notified of changes to Officers and Council members within 30 calendar days. The identified individuals shall be granted leave with pay to attend official functions of the PSEA or the NWLEA not to exceed a total number of nine (9) school work days in each year of this agreement. No member as defined above may use more than one-half of the allotted days, and no more than three (3) members may have leave on the same day without permission of the Superintendent. The Association shall be responsible for expenses incurred by its representative. The Association shall pay for the substitute required for all leaves for official functions of PSEA, NWLEA, and NEA.

C. ASSOCIATION PRESIDENT(S)

The District agrees to provide for release time for the Association President(s) from bus, hall, recess, and cafeteria duty on short notice in order to pursue appropriate Association functions such as investigating working conditions and potential grievances during the workday.

VIII. CONDITIONS OF EMPLOYMENT

A. JUST CAUSE

The District agrees that no member of the Association shall be disciplined, discharged, or given a written reprimand without just cause.

B. WAIVERS

The parties agree that all negotiable items have been discussed during the negotiations leading to this Agreement, and that no additional negotiations of this Agreement will be conducted on any item, whether contained herein or not, during the life of this Agreement.

C. SCHOOL YEAR

The length of the school year for returning 10-month members shall not exceed one hundred ninety-one (191) contract days. There shall be eleven (11) in-service days for staff development, curriculum development, and/or special projects as approved by the Administration included within the 191 contract days.

New members hired for or during each school year will be scheduled five (5) additional days with all days to be completed prior to the first staff day of the next school year. New members will be returned to the regular members schedule following their first year.

D. SCHOOL DAY

The work day shall be seven (7) hours and thirty (30) minutes, including a thirty (30) minute duty-free lunch period.

E. MEMBER PREPARATION TIME

Each member employed in the Northwestern Lehigh School District shall be entitled to two hundred (200) minutes of unscheduled member/pupil time per week. The School District will make every effort to schedule a forty (40) minute preparation period in each student instructional day.

The preceding sentence is not subject to the provisions of the grievance procedures contained in this Agreement.

F. MEMBER MEETINGS

To facilitate a well-rounded in-service program, to continue formal as well as self-evaluation yearly, and to have all members available for District meetings and engagements, the following will be followed:

1. During the 2022-2023, 2023-2024, 2024-2025, and 2025-2026 school years there shall be eleven (11) full days of in-service to include two (2) orientation days prior to the start of the student school year (which may include teacher preparation, faculty meetings, principal goal sharing, professional development, student orientations and/or Association activities), and one (1) record day after the close of the student school year, and the remaining eight (8) days shall be scheduled during the school year, or after the last member work day of the preceding school year and before the first member work day of the next school year.

Members may work two (2) in-service days between the last member work day of the immediately preceding school year and the first work day of the next school year. These two (2) in-service days do not guarantee salary step and/or column movement for the school year described as the next school year as part of the status quo.

The eight (8) days will include professional development activities and may include grade, department, building and district curriculum development activities. The in-service days shall be planned in collaboration with the District Professional Development Council with the Administration having the final decision making authority for the content of the in-service days.

2. All members will be required to attend a maximum of ten (10) after-school faculty meetings per year, with no single meeting exceeding one hour in length. As part of the professional position, members of the bargaining unit will be required to attend two (2) evening educational activities as designated by the School Administration.

G. LUMP SUM PAYMENT

All members (excluding long term substitutes) will be required to complete a lump sum request form prior to the first day of employment. This form indicates the member's election to receive either the 12-month payment option or the 12-month payment option with lump sum payment in June. The election is irrevocable for the identified school year and will remain in effect until the member changes their election prior to the beginning of the following school year. The District shall distribute such payment to each member on the last pay date of June, dated for that pay date.

H. SALARY AND BENEFIT DAY RECORDS

At the beginning of each school year, a record will be given to each returning member that states his/her salary for that school year, the number of unused sick days accumulated, including the newly posted days and the number of personal days accumulated including the newly posted days. Members on leave will receive the record when returning to active employment.

I. DIRECT DEPOSIT

Members will be required to use direct deposit for paycheck distributions. Members receive information from the Business Office regarding the direct deposit process.

J. OTHER COMPENSATION

Additional compensation will be paid to members that work extra hours outside contractual work hours for pre-approved purposes according to the chart below:

Purpose	
Homebound Instruction	\$31.00/hour
Curriculum Development	\$31.00/hour
Professional Development	\$31.00/hour
Test proctoring	\$23.00/hour
After school detention	\$23.00/hour

1. Absence with pay may be granted to members for the purpose of enrichment of the member in performing duties which may be beneficial to, or in the service of, the District. Upon application and approval of the Superintendent, the District shall provide reimbursement for expenses (meals and lodging based on the current District Standard Daily Rate Allowance) incurred while attending such programs. Professional absence programs are defined as those educational workshops, conferences, and meetings that are within the scope of the member's field of certification and assignment. Travel to such programs involving the use of a member's personal automobile shall be reimbursed at the current allowable rate established by the IRS. This mileage rate shall apply when other means of transportation are used as well unless the other means of transportation is less expensive. In that case, the District shall reimburse the lesser amount.

K. PARTICIPATION IN DISTRICT NEGOTIATIONS, HEARINGS, LEGAL MEETINGS

Whenever any member is required by the School Board or Superintendent to participate during working hours in negotiations, grievance proceedings, conferences, or meetings, he/she shall suffer no loss of pay. Whenever any member is a necessary witness in any unfair labor practice proceedings before the Pennsylvania Labor Relations Board associated with the District and initiated by the member, he/she shall suffer no loss in pay for working time missed due to testifying in and traveling to and from said proceedings on the day or days in which the teacher is required to testify.

L. FRACTIONAL OR PERCENTAGE CONTRACTS

1. Fractional or percentage contracts will be established based on program, student and District needs. Fractional or percentage contracts 50% or greater will receive limited benefits and the value of the benefits will be a pro-rated based on the fractional or percentage value of their contract. The prorated benefits include, vision, life insurance, long-term disability and tuition reimbursement. See health benefits section for cost of health benefits for fractional or percentage contracts.
2. Members with a fractional or percentage contract will be required to attend 11 in-service days. The following guidelines will be used when establishing fractional or percentage contracts:

Working 5 days a week:

Salary on Schedule x % of contract = salary/year

7.5 hrs x % of contract = work hours/day

- must work 191 days
- snow make-up days determined by District calendar
- must attend all District days*
- must attend all Building days*

*Must complete a timesheet to receive additional compensation for working a full day instead of a fractional or percentage day.

Working less than 5 days a week:

Salary on Schedule x % of contract = salary/year

180 student days x % of contract = student work days + 11 in-service days

- number of student days determined by % of contract
- snow make-up days are variable and based on District calendar
- must attend all District days**
- must attend all Building days**

**Must complete a time sheet to receive additional compensation for attendance at in-service day.

This fractional or percentage contract benefit proration will apply to employees in this category hired after April 21, 2010. Benefit coverage for current employees hired on or before April 21, 2010, in this category shall remain as currently applied for the duration of their employment in these positions.

3. Implementation of salary and benefits for full-year percentage contracts*:

Prorated Salary	Annual Salary x % of contract
Sick days – working 5 days per week **	10 days paid at % of contract
Sick days – working less than 5 days per week**	Number of days working per week times 2
Personal days – working 5 days per week**	3 personal days paid at % of contract
Personal days – working less than 5 days per week**	Number of days working per year times .0157
Health benefits employee contribution	Annual contribution is equal to (100% minus % contract) times the total premium – withheld over 22 pays
Vision reimbursement	Maximum of \$180 times the contract % for each of the benefit periods in the contract for qualifying expenses
Life Insurance	Policy value equal to \$50,000 times contract %
Long-term Disability	Benefit calculated using prorated salary amount
Tuition Reimbursement	Benefit of KU rate per credit times contract %

* Salary and benefits for employees working less than a full year (191 or 196 days) will be prorated based on the number of days remaining in the school year. Sick and personal days will be rounded to nearest 0.5 or 1.0.

** If the employee’s contract % would change, the number of unused days at the time of the change would be converted to the equivalent number of days for the new contract %, rounded to the nearest 0.5 or 1.0.

IX. FRINGE BENEFITS

A. HEALTH INSURANCE

During the term of this Agreement, the District shall make available to full-time members and part-time members with contracts of 50% or greater, the then current Lehigh County Schools Consortium health insurances options defined below with corresponding coverages, deductibles, co-pays and member contributions for the selected plan. The District health insurances are provided as a package and members electing health insurance are enrolled to receive medical, prescription and dental coverages. The Association understands and agrees that any and all changes unilaterally implemented by the medical insurance carrier, prescription drug carrier, and/or dental insurance carrier will be accepted immediately and incorporated into the current Collective Bargaining Agreement and not subject to the grievance procedure. In the event the Lehigh County Schools Consortium dissolves or is abandoned, the Board shall have the right, following consultation with the Association, to implement plan equivalents to the Lehigh County Schools Consortium plan coverages, co-pays and deductibles in effect prior to the dissolution. The District also reserves the right to implement a state-wide or national health insurance program. The District shall have the right to change insurance carriers or become self-insured provided the new carrier provides equivalent coverages deductibles and co-pays.

Members hired after April 21, 2010 with contracts of 50% or greater and less than 100% will be required to pay the percentage differential between a 100% contract and their percentage contract times the total health premium as a member contribution for the elected health benefits. The amount of the member contribution will be deducted over twenty-two (22) bi-weekly payroll payments for each year of the term of this Agreement.

1. MEDICAL

a. A PPO \$750/\$1,500 deductible 100/80 coinsurance medical insurance plan for physicians, hospitalization and major medical coverage with a \$750 deductible for individuals and \$1,500 for family, and \$20 office visit co-pay for in-network providers shall be provided by the District for each member and his/her immediate family, including dependent children until twenty-six (26) years of age.

Members selecting this plan shall be required to contribute the applicable employee contribution identified in the following table via mandatory payroll deductions for the health package deducted over twenty-two (22) bi-weekly payroll payments for each year of the term of the Agreement. Percentages represent the percentage of total premium for the health plan.

Level of Coverage	Percentage of Total Premium
Single	6%
Parent/Child	11%
Parent/Children	12%
Employee & Spouse	13%
Family	14%

b. A PPO \$750/\$1,500 deductible 90/70 coinsurance medical insurance plan for physicians, hospitalization and major medical coverage with a \$750 deductible for individuals and \$1,500 for family and 90/10 out of pocket co-insurance for in network services; maximum of \$750 individual and \$1,500 family shall be provided by the District

for each member and his/her immediate family, including dependent children until twenty-six (26) years of age.

Members selecting this plan shall be required to contribute the applicable employee contribution identified in the following table via mandatory payroll deductions for the health package deducted over twenty-two (22) bi-weekly payroll payments for each year of the term of the Agreement. Percentages represent the percentage of total premium for the health plan.

Level of Coverage	Percentage of Total Premium
Single	4%
Parent/Child	9%
Parent/Children	10%
Employee & Spouse	11%
Family	12%

c. A PPO \$1,000/\$2,000 deductible 80/60 coinsurance formerly named "PPO D" medical insurance plan for physicians, hospitalization and major medical coverage with a \$1,000 deductible for individuals and \$2,000 for family and 80/20 out of pocket co-insurance; maximum of \$1,500 individual and \$3,000 family shall be provided by the District for each member and his/her immediate family, including dependent children until twenty-six (26) years of age.

Members selecting this plan shall be required to contribute the applicable employee contribution identified in the following table via mandatory payroll deductions for the health package deducted over twenty-two (22) bi-weekly payroll payments for each year of the term of the Agreement. Percentages represent the percentage of total premium for the health plan.

Level of Coverage	Percentage of Total Premium
Single	2%
Parent/Child	7%
Parent/Children	8%
Employee & Spouse	9%
Family	10%

- Members who attend a health benefits presentation offered by the District about plan offerings for the 2022-2023 school year will receive a \$50 gift card. Members who, for the 2021-2022 school year, were enrolled in the PPO \$750/\$1,500, 100/80 medical plan sponsored by the District, and who are eligible for and enrolls in either of the following medical plans sponsored by the District for the 2022-2023 school year: (i) PPO \$750/\$1,500, 90/70 medical plan; or (ii) PPO \$1,000/\$200, 80/60 medical plan (and waive coverage under the PPO \$750/\$1500, 100/80 medical plan) will receive a \$500 contribution by the District to a health reimbursement arrangement (HRA) that can be used to pay for otherwise unreimbursed Code Section 213(d) medical expenses for the Member or family members who are enrolled in the same medical plan option as the Member. For the purposes of clarity, current COBRA qualified beneficiaries and current retirees are not eligible for the \$50 gift card or \$500 HRA contribution.

3. PRESCRIPTIONS

The District shall make available the then current Lehigh County Schools Consortium prescription insurance options defined below with corresponding coverages and co-pays.

Retail Brand Non-Formulary	Retail Brand Formulary	Retail Generic	Mail Brand Non-Formulary	Mail Brand Formulary	Mail Generic
\$50.00	\$25.00	\$10.00	\$100.00	\$50.00	\$20.00

4. DENTAL

The District shall provide dental coverage, currently United Concordia, through the Lehigh County Schools Consortium for members and his/her spouse, and eligible dependents. The dental coverage is part of the health insurance package.

Concordia Flex Plan Summary*

Benefit Category	In-Network	Non-Network
Class I - Diagnostic/Prevention Services		
Exams	100%	100%
Bitewing X-rays		
All Other X-rays		
Cleanings & Fluoride Treatments		
Sealants		
Palliative Treatment		
Class II - Basic Services		
Basic Restorative (Fillings)	100%	100%
Simple Extractions		
Space Maintainers		
Complex Oral Surgery		
Endodontics		
Class III - Major Services		
General Anesthesia	80%	80%
Inlays, Onlays, Crowns		
Repairs of Crowns, Inlays, Onlays		
Orthodontics		
Diagnostic, Active, Retention Treatment	Not Covered	Not Covered
Maximums & Deductibles (applies to the combination of services received from network and non-network dentists)		
Annual Program Deductible	\$0/\$0	
Annual Program Maximum (per person)	\$0	
Reimbursement	Advantage	

*Contact the Business Office/Benefits for specific information regarding the dental coverage prior to services.

5. BENEFITS PROGRAM/EXCISE TAX

In the event that any health benefit plan offered by the District exceeds the threshold requirements for any excise tax, penalty, or other form of tax under the Affordable Care Act, the parties agree that such tax, penalty, or other form of tax under the Affordable Care Act will be the responsibility of the Association Member. The member's share of such tax,

penalty, or other form of tax under the Affordable Care Act shall be made through mandatory payroll deductions in the year the tax, penalty, or other form of tax is assessed.

6. OPT OUT WAIVER

The District will provide an Opt Out Waiver payment to one (1) member when elected through open enrollment to opt out of the healthcare plans offered by the District.

- a. The waiver payment will be \$1,800.00 for single employees per year that will be paid on the basis of \$150.00 per month and for all other coverages, \$3,600.00 per year that will be paid on the basis of \$300.00 per month.
- b. If a member elects to cover both the member and the member's spouse who is eligible to participate in the District's health benefits plan, then the member's eligible dependents must be covered under the same health benefit plan. Additionally, one member will be responsible for the applicable employee contributions as defined in the Employee Contribution Table on page 16. For example, a husband and wife who are either members of the bargaining unit or who are both employed by the District shall be entitled to have one health benefit plan with the District. Such a member who has a spouse who is a member of this bargaining unit or who is also employed by the District will not only be required to have one health benefit plan with the District, but also be required to pay any applicable premium share requirements to participate in the health benefit plans as other members.
- c. Two (2) spouses who are employed by the District will be eligible to receive one (1) waiver payment for "all other coverages beyond single coverage" as set forth in Paragraph b. above.

B. DISABILITY INSURANCE

The District will provide a long-term disability policy that contains a seventy-five (75) calendar day elimination period provision, and will begin on the seventy-sixth (76) day or following the cessation of sick leave, whichever comes later, providing payment of 66 2/3% of the base salary up to a maximum of \$2,700 a month for the term of this agreement until age sixty-five (65), less all applicable offsets defined by the Insurance Carrier. No members shall receive both sick leave payments from the District and disability benefits from the Insurance Carrier in the application of the LTD insurance. In the event of such duplication, the member shall render the disability payments which represent duplication to the District.

C. LIFE INSURANCE

The District will provide at its cost a term life and accidental death and dismemberment policy in the amount of \$50,000 for all full time members of the Association.

D. VISION

The District shall make available for the vision care of full-time members of the Association as a group, the cumulative total sum equal to \$11,000 x the number of years of the Agreement.

The maximum reimbursement for a member of the Association shall be equal to \$100 x the number of years of the Agreement. The amount can be used at one time or over the life of the

Agreement for an examination by a licensed vision care practitioner and/or for a change of lenses and/or frames.

The District shall distribute the vision care fund dollars for each school year effective July 1 on the first-applied first-paid basis. There shall be no reimbursement to any member of the Association who shall apply after the fund for that year has been exhausted. An itemized proof of payment must be submitted to the Business Administrator for reimbursement. All requests for reimbursement must be submitted no later than August 1 following the end of the school year.

E. TUITION REIMBURSEMENT

The District shall reimburse a member of the Association for additional college credits earned as follows:

1. The course or courses shall be approved by the applicable Principal and the Superintendent prior to registration and payment of tuition.
2. Not more than nine (9) credits shall be reimbursed for each school fiscal year (July 1 through June 30). Effective with the 2010-2011 school year, members taking courses after attaining the MS level will be reimbursed up to six (6) credits per school year.
3. When a member is on a Board approved professional development leave for educational study, a maximum of eighteen (18) credits will be reimbursed for a full year and nine (9) credits for one-half year under the provisions of Act 66 of 1996.
4. All course work shall be applicable to the member's professional assignment/ certification. Members wishing to take course work beyond their assignment/certification, and that relates to applicable certifications within the scope of public education shall be approved by the Superintendent.
5. Approved courses shall be reimbursed at actual cost up to the current Kutztown University rate per graduate credit at a college or university accredited by an agency recognized by the United States Department of Education.
6. The member shall earn a passing grade of "B" or better, or "Pass" in a course which can only be taken "pass/fail" to receive course reimbursement and/or credit toward the pay scale.
7. All requests for reimbursement of the classes completed by June 30 must be submitted to the Superintendent no later than July 15 of each school year with a grace period of 30 calendar days or there will be no reimbursement.
8. Members with fractional or percentage contracts will receive pro-rated tuition reimbursement. The current Kutztown University rate will be used to calculate the pro-rated amount of tuition reimbursed to the member. The prorated amount will be based on the fractional or percentage value of their contract. Example: A 60% contract will receive tuition reimbursement at 60% of the current Kutztown University rate.
9. Members utilizing disability leave, medical sabbatical leave, or unpaid leave are not eligible for tuition reimbursement during their leave.
10. The member will reimburse the District for all courses completed and reimbursed

by the district within 12 months prior to leaving employment with the District.

X. LEAVES OF ABSENCE

A. SICK LEAVE

Members shall receive sick days as outlined in School Code as it may be amended. Up to half of unused yearly allotment of days may be used for immediate family illness per year. Immediate family is defined as father, mother, husband, wife, son, daughter. It is understood that should the School Code be amended to reduce the number of sick days or to eliminate them completely such amendment shall take effect with the effective date of the law and may be during the term of the current collective bargaining agreement.

B. PERSONAL DAYS

1. Full-time members shall be entitled three (3) days absence with pay per school year for personal reasons.
 - a. Members may elect to surrender up to their maximum annual allotment of three (3) days and be paid for those days at the rate of \$50 per day on an annual basis only. To activate this pay, the member would initiate a request voucher at the building level to be signed by the member, confirmed by the Principal/Supervisor, and forwarded to the Business Administrator by June 1 for processing for the first pay in July. At retirement, a member's unused personal days will be converted to sick days for retirement severance.
 - b. Personal day requests shall be made three (3) days in advance within the absence software and submitted to the Principal/Supervisor for approval. No reason or explanation is required to utilize a personal day.
 - c. If the need for a personal day cannot be scheduled three (3) days in advance due to an emergency situation, the personal day can be arranged by the member calling the substitute coordinator and communicating the need. Upon return, the required absence forms shall be completed by the member and processed.
2. The member may carry forward an unlimited number of unused personal days from year to year. A member may use no more than five (5) personal days in any one school year and must give ten (10) days notice for any request that exceeds three (3) consecutive work days. As per this agreement, no exceptions will be made to the conditions of this article, and no attempts will be made for the future translation of unused personal days to cash value.

The use of personal days shall not result in more than 10% of the staff being absent from any building for extended sick leave, personal, and/or unpaid days on any given day. The use of personal or unpaid days shall not be permitted during the first or last five (5) student days of the school year except for a bonified religious purpose. The use of personal days for emergency events and circumstances which are deemed beyond control of the member that occur during this time frame must be reviewed and approved by the Superintendent.

C. BEREAVEMENT LEAVE

Members will receive bereavement time for the loss of the member’s immediate family member or a relative of the member as outlined below. The member will receive their regular full day pay when utilizing Bereavement Leave.

Three (3) days	For the death of immediate family; father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, step-mother, step-father, step-brother, step-sister, step-son, step-daughter, step-parent-in-law or near relative who resides in same household, or any person with whom the employee has made his/her home.
One (1) day	For the death of a near relative, first cousin, grandfather, grandmother, granddaughter, grandson, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

D. PREGNANCY DISABILITY LEAVE AND CHILD REARING LEAVE

1. Definition

- a. Disability leave due to pregnancy is the period of time before the birth of the child(ren) and/or after the birth of the child(ren). A physician’s statement in writing certifying the disability of the member may be required.
- b. Child rearing leave is the period of time requested by the parent to care for the child(ren). In the case of childbirth, child rearing leave commences with the first day after the birth of the child(ren).

2. Pregnancy Disability Leave

- a. Any member desiring a disability leave shall request such leave to the Director of Human Resources at the earliest possible time. The disability leave shall begin on a date determined jointly by the member’s physician and the member.

However, if disability occurs due to unforeseen circumstances, no advanced notification is required for disability only for the tentative return to work after disability. The member may return to work based on her ability to perform all required duties upon receipt of written certification from the physician.

- b. The member on paid disability leave shall receive full pay with all benefits in accordance with the contract. The number of paid disability days are in accordance with the accumulated sick leave days. The use of such sick leave may require the employee to execute and return to the District the sick leave form including the physician’s statement certifying the disability.
- c. If a miscarriage or loss of the child occurs during disability leave, the member shall have the option of returning to work at a time determined by the physician and coordinated between the member and the Director of Human Resources.
- d. After the paid disability leave is completed, the member has the right to request unpaid child rearing leave. Child rearing leave commences with the first day after date of the birth.

The leave then must comply with the requirements of child rearing leave section of this Agreement.

3. Child Rearing Leave

- a. A member may take a leave of absence without pay and fringe benefits for child rearing. The leave shall terminate at a time consistent with the commencement of a nine (9) week rating period. Child rearing leave shall not exceed eighteen (18) calendar months (not working months) unless agreed upon by the administration and member. Leave for childrearing must end within 18 months after the birth, or in the case of adoption, placement of the child. In no case will childrearing leave be granted for children who have reached their fifth birthday. The leave must terminate at the beginning of the nine (9) week grading period prior to the child turning 5 years of age.
- b. A written request for child rearing leave must be made to the Director of Human Resources at least thirty (30) calendar days prior to beginning the leave. The notice shall also state the time when the member intends to return to employment which shall comply with Section. 2.
- c. In cases where a member requests and begins child rearing leave in which the loss of the child occurs during the leave, the member shall be entitled to return to employment at a time coinciding with a nine (9) week rating period.
- d. At the conclusion of child rearing leave, the member shall return to the original position or a position of like status and pay. The member shall advance on the pay scale without loss of seniority if the leave is for two (2) grading periods (of nine (9) weeks each) or less and in all other aspects be accorded all rights and benefits of a member of the District.
- e. The District shall permit a member to purchase health benefits through COBRA and qualify for conversion of life insurance coverage benefits during child rearing leaves. The member will be notified by the participating insurance carrier.
- f. The adoption of a child qualifies an adopting parent to the same rights to child rearing leave as granted herein to a natural parent. The member shall notify the Director of Human Resources in writing at the earliest possible time of his/her intent to adopt. Taking possession of a child leading to a decree of adoption shall qualify as a proper time for the commencement of the child rearing leave.

XI. SALARY PROVISIONS

A. SUMMER SERVICE

1. School Counselors, School Psychologists and Certified School Nurses may be asked to provide summer service up to a maximum of twenty (20) work days. Members will be paid on a per diem basis consistent with their step as outlined in the Appendix A-Salary Schedule for the days worked.

B. SALARY PLACEMENT

1. The Bachelor's Plus 24 credit hours salary schedule is defined as a Bachelor's

Degree plus 24 additional credits—either undergraduate or graduate. The Master’s plus 24 credit hours salary schedule is defined as an earned Master’s degree or its stated certified equivalent, plus the designated number of credits earned after earning the Masters or its equivalent but not required to attaining that degree.

2. For any member hired after July 1, 1993, an earned Master’s degree (not equivalency) is required for movement to the Master’s column and beyond on the salary schedule and additional credits to be counted for movement on the salary schedule shall be earned after the Master’s degree.
3. The Salary Schedules for Members of the bargaining unit are set forth in Appendix A and Appendix C for the duration of this agreement. Column and step movement shall occur each year of the agreement for Members of the Bargaining Unit who are eligible.
4. During the 2022-2023 school year, a one-time non-recurring bonus of \$600, less legally required withholdings, will be paid to full time Members of the Bargaining Unit who are actively employed on August 22, 2022 and who were continuously in paid employment by the District for all of the 2021-2022 school year. This non-recurring bonus which is designed for staff recruitment and retention will be paid on or before October 14, 2022, will not be added to base salary for the purpose of future increases.

C. RETIREMENT SEVERANCE

Members of the Bargaining Unit employed prior to the signing of this agreement with twenty-five (25) years or more of credited teaching service with PSERS and fifteen (15) or more years of service in the Northwestern Lehigh School District; and upon written notice of retirement to the Director of Human Resources following the required timeframes and deadlines identified in Chart A shall be eligible for the retirement severance benefits relevant to the member’s years of service with PSERS:

Chart A

Anticipated Retirement	Deadline for Submitting Retirement Notice
If completing the full current school year and retiring at the end of the current school year.	February 1
If working more than 95 teaching days of the current school year, but retiring before the end of the current school year.	October 1
If working less than 95 teaching days of the current school year, but retiring before the end of the current school year	February 1 of the school year prior to the school year of retirement

The elimination of all retirement severance plans (unused sick day conversion and medical benefits conversion) will apply to members hired after the date of April 21, 2010.

1. Unused Sick and Personal Day Conversion

- a. Unused sick and personal days will be converted to an amount for a post retirement 403(b) contribution according to the following conversion chart:

Number of Unused Sick and Personal Days	Rate Per Day For the Term of This Agreement
0-50.5	\$35.00
51-100.5	\$50.00
101-150.5	\$57.50
151-225.5	\$65.00
226+	\$70.00

- b. The post retirement 403(b) contribution will be made by the 10th of the month following the month of retirement.

2. Medical Benefits Conversion Formula

- a. Medical insurance will be provided by the District from available insurance dollars utilizing the following chart for eligible retirees.

Years of Credited PSERS Service	Available Insurance Dollars For the Term of This Agreement
Less than 31 years	\$11,000
31 years to less than 36 years	\$ 8,000
36 or more years	\$ 5,000

- b. The District will provide to all eligible retirees an opportunity to acquire the then current retirement medical insurance package, until the member qualifies for Medicare or the exhaustion of the retiree’s available insurance dollars (except those retirees otherwise covered in Section e). Coverage shall begin immediately upon retirement and be continuous until the specified available insurance dollars are exhausted. It is expressly understood that any changes with regards to medical coverage shall apply to all retirees regardless of when they became eligible for retiree medical benefits. After the exhaustion of the available insurance dollars and if the retiree is still eligible for Act 43 benefits, the retiree will be able to purchase the then current retirement medical insurance package with personal dollars.
- c. Retirees will be required to pay the then current monthly PSERS Insurance Premium Assistance Rate to the District prior to the first of the month for which insurance coverage is provided. If the District does not receive the premium assistance payment by the tenth of the month for which the insurance coverage is provided, a \$25 late charge will be deducted from the retiree’s medical available insurance dollars and if not received by the end of the month, the premium assistance amount will be deducted from the retiree’s available insurance dollars.
- d. After submitting the premium assistance amount to the District, it will be the retiree’s responsibility to submit his/her request to PSERS for the Premium Assistance refund.
- e. Eligible retirees may elect to purchase spousal insurance at the beginning of a plan year, or when there is a change in family status, through the District with personal dollars (not retiree available insurance dollars). Payment for spousal/dependent coverage is required to be made to the District prior to the first of the month for which the insurance coverage is provided. If the District does not receive the payment for the spousal/dependent coverage by the tenth of the month for which the insurance coverage is provided, a late

charge of \$25 will be added to the required payment or the late charge will be deducted from the retiree's available insurance dollars if no payment is received.

Any retiree failing to make the required payment by the end of the month for which insurance coverage is requested will have his/her spousal/dependent coverage terminated consistent with COBRA guidelines.

- f. The following process would apply in the event the retiree becomes eligible for Medicare coverage before the exhaustion of the available insurance dollars:
The retiree would be required to enroll in both Medicare Part A and Part B. (The premium for Part B would be deducted from the monthly Social Security payment as required by Medicare.) The retiree would then additionally receive the District-paid supplemental group insurance coverage which when combined with the Medicare coverage would provide the retiree with coverage equivalent to the then current insurance retirement medical insurance package provided to retirees not receiving Medicare benefits. The cost of this supplemental District paid coverage would be deducted from the retiree's available insurance dollars.
- g. In the event of the retiree's death, any monies remaining in the medical available insurance dollars will be forfeited.

D. PRINTING OF AGREEMENT

The employer shall furnish and pay for the printing of this Agreement to be given to each member within twenty (20) working days following its formal approval.

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APPENDIX-A1
Northwestern Lehigh School District
2022-2023 Salary Schedule

STEP	BS	BS+24	MS	MS+12	MS+24
1	\$52,579	\$55,129	\$56,548	\$58,072	\$59,072
2	\$53,086	\$55,636	\$57,055	\$58,579	\$59,579
3	\$53,593	\$56,143	\$57,562	\$59,086	\$60,086
4	\$54,100	\$56,650	\$58,069	\$59,593	\$60,593
5	\$55,007	\$57,557	\$58,976	\$60,500	\$61,500
6	\$55,914	\$58,464	\$59,883	\$61,407	\$62,407
7	\$56,821	\$59,371	\$60,790	\$62,314	\$63,314
8	\$57,728	\$60,278	\$61,697	\$63,221	\$64,221
9	\$58,635	\$61,185	\$62,604	\$64,128	\$65,128
10	\$60,142	\$62,692	\$64,111	\$65,635	\$66,635
11	\$62,342	\$64,892	\$66,142	\$67,142	\$68,142
12	\$64,842	\$67,392	\$68,642	\$69,642	\$70,642
13	\$67,962	\$70,512	\$71,762	\$72,762	\$73,762
14	\$72,162	\$74,712	\$75,962	\$76,962	\$77,962
15	\$77,462	\$80,012	\$81,262	\$82,262	\$83,262
16	\$82,782	\$85,582	\$86,582	\$87,582	\$88,582

APPENDIX-A2
Northwestern Lehigh School District
2023-2024 Salary Schedule

STEP	BS	BS+24	MS	MS+12	MS+24
1	\$54,104	\$56,654	\$58,073	\$59,597	\$60,597
2	\$54,611	\$57,161	\$58,580	\$60,104	\$61,104
3	\$55,118	\$57,668	\$59,087	\$60,611	\$61,611
4	\$55,625	\$58,175	\$59,594	\$61,118	\$62,118
5	\$56,532	\$59,082	\$60,501	\$62,025	\$63,025
6	\$57,439	\$59,989	\$61,408	\$62,932	\$63,932
7	\$58,346	\$60,896	\$62,315	\$63,839	\$64,839
8	\$59,253	\$61,803	\$63,222	\$64,746	\$65,746
9	\$60,160	\$62,710	\$64,129	\$65,653	\$66,653
10	\$61,667	\$64,217	\$65,636	\$67,160	\$68,160
11	\$63,867	\$66,417	\$67,667	\$68,667	\$69,667
12	\$66,367	\$68,917	\$70,167	\$71,167	\$72,167
13	\$69,487	\$72,037	\$73,287	\$74,287	\$75,287
14	\$73,687	\$76,237	\$77,487	\$78,487	\$79,487
15	\$78,987	\$81,537	\$82,787	\$83,787	\$84,787
16	\$84,307	\$87,107	\$88,107	\$89,107	\$90,107

APPENDIX-A3
Northwestern Lehigh School District
2024-2025 Salary Schedule

STEP	BS	BS+24	MS	MS+12	MS+24
1	\$55,889	\$58,439	\$59,858	\$61,382	\$62,382
2	\$56,396	\$58,946	\$60,365	\$61,889	\$62,889
3	\$56,903	\$59,453	\$60,872	\$62,396	\$63,396
4	\$57,410	\$59,960	\$61,379	\$62,903	\$63,903
5	\$58,317	\$60,867	\$62,286	\$63,810	\$64,810
6	\$59,224	\$61,774	\$63,193	\$64,717	\$65,717
7	\$60,131	\$62,681	\$64,100	\$65,624	\$66,624
8	\$61,038	\$63,588	\$65,007	\$66,531	\$67,531
9	\$61,945	\$64,495	\$65,914	\$67,438	\$68,438
10	\$63,452	\$66,002	\$67,421	\$68,945	\$69,945
11	\$65,652	\$68,202	\$69,452	\$70,452	\$71,452
12	\$68,152	\$70,702	\$71,952	\$72,952	\$73,952
13	\$71,272	\$73,822	\$75,072	\$76,072	\$77,072
14	\$75,472	\$78,022	\$79,272	\$80,272	\$81,272
15	\$80,772	\$83,322	\$84,572	\$85,572	\$86,572
16	\$86,092	\$88,892	\$89,892	\$90,892	\$91,892

APPENDIX-A4
Northwestern Lehigh School District
2025-2026 Salary Schedule

STEP	BS	BS+24	MS	MS+12	MS+24
1	\$57,784	\$60,334	\$61,753	\$63,277	\$64,277
2	\$58,291	\$60,841	\$62,260	\$63,784	\$64,784
3	\$58,798	\$61,348	\$62,767	\$64,291	\$65,291
4	\$59,305	\$61,855	\$63,274	\$64,798	\$65,798
5	\$60,212	\$62,762	\$64,181	\$65,705	\$66,705
6	\$61,119	\$63,669	\$65,088	\$66,612	\$67,612
7	\$62,026	\$64,576	\$65,995	\$67,519	\$68,519
8	\$62,933	\$65,483	\$66,902	\$68,426	\$69,426
9	\$63,840	\$66,390	\$67,809	\$69,333	\$70,333
10	\$65,347	\$67,897	\$69,316	\$70,840	\$71,840
11	\$67,547	\$70,097	\$71,347	\$72,347	\$73,347
12	\$70,047	\$72,597	\$73,847	\$74,847	\$75,847
13	\$73,167	\$75,717	\$76,967	\$77,967	\$78,967
14	\$77,367	\$79,917	\$81,167	\$82,167	\$83,167
15	\$82,667	\$85,217	\$86,467	\$87,467	\$88,467
16	\$87,987	\$90,787	\$91,787	\$92,787	\$93,787

APPENDIX B-1
Northwestern Lehigh School District
INTERSCHOLASTIC ATHLETICS

1. **COMPENSATION PLAN FOR INTERSCHOLASTIC ATHLETICS AS FOLLOWS:**

ATHLETICS	2022-2023	2023-2024	2024-2025	2025-2026
Equipment Manager	\$2,466.36	\$2,546.52	\$2,629.28	\$2,714.73
Fall Event Manager	\$1,967.60	\$2,031.55	\$2,097.58	\$2,165.75
Winter Event Manager	\$1,328.10	\$1,371.27	\$1,415.83	\$1,461.85
Spring Event Manager	\$1,869.18	\$1,929.92	\$1,992.65	\$2,057.41
Head Baseball	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Softball	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Boys Basketball	\$7,725.73	\$7,976.82	\$8,236.07	\$8,503.74
Head Girls Basketball	\$7,725.73	\$7,976.82	\$8,236.07	\$8,503.74
Head Cheering Coach	\$6,163.49	\$6,363.80	\$6,570.63	\$6,784.17
Head Cross Country Coach	\$4,509.43	\$4,655.99	\$4,807.31	\$4,963.55
Head Field Hockey Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Football Coach	\$9,182.54	\$9,480.97	\$9,789.10	\$10,107.25
Head Golf Coach	\$4,107.24	\$4,240.73	\$4,378.55	\$4,520.86
Head Boys Lacrosse Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Girls Lacrosse Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Boys Soccer Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Girls Soccer Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Track & Field Coach	\$6,268.97	\$6,472.71	\$6,683.07	\$6,900.27
Head Girls Volleyball Coach	\$4,107.24	\$4,240.73	\$4,378.55	\$4,520.86
Head Wrestling Coach	\$7,725.73	\$7,976.82	\$8,236.07	\$8,503.74

2. **ASSISTANT COACHING STIPENDS:**

The stipends will be established at the rate of 60% of the head coach's stipend during the first two (2) years of service. With three (3) or more years of service, the stipend will be established at 70%.

3. **ALL COACHES** remaining with the same program for ten (10) or more years will receive an additional increment of \$200.00 to the above-stated stipends.

4. **SPECIFIC CONDITIONS:**

- a. Reimbursement of \$17.50 per event (scouting) plus travel expense as per mileage agreement will be paid with the approval of the Director of Athletics & Activities and Principal.
- b. Head coaches are to be selected in advance of assistant coaches and are to participate in the selection of assistant(s) when possible.
- c. Coaches may attend one clinic per year, per sport coached, at their own expense. Coaches must obtain approval from the Building Principal or Director of Athletics and Student Activities. Upon approval, substitute coverage will be provided by the District.

d. Reimbursement for additional time needed due to post season playoff appearances shall be made at greater of 2% of the coaching stipend per week or \$100 per week.

5. STIPENDS as listed on the appendix are to be paid on the following schedules:

a. STIPEND PAYABLE DATES: These checks will be held by the Business Office until all obligations have been fulfilled.

- Fall Season = Last pay in November
- Winter Season = First pay in March
- Spring Season = Last pay period in June

b. Coaches will receive pay when all obligations, uniforms, equipment, etc., have been properly accounted for and returned to the Director of Athletics and Student Activities. At that time, the Director of Athletics and Student Activities and the Principal will approve final payment of all stipends.

c. Head Coaches who fail to attend PIAA or League Mandatory Meetings where a fine is assessed to the District as a result of non-attendance will have his/her stipend reduced in the amount of the assessed fine to the District.

APPENDIX B-2

Northwestern Lehigh School District
EXTRA-CURRICULAR ACTIVITIES

1. COMPENSATION PLAN FOR EXTRA-CURRICULAR ACTIVITIES AS FOLLOWS:

HIGH SCHOOL ADVISORS	2022-2023	2023-2024	2024-2025	2025-2026
Career & Technology Dept. Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Language Arts Dept. Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
World Language Dept. Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Math Department Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Arts Department Head K-12	\$1,588.39	\$1,640.01	\$1,693.31	\$1,748.34
Music Department Head K-12	\$1,588.39	\$1,640.01	\$1,693.31	\$1,748.34
Wellness & Fitness Dept. Head-K-12	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Science Department Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Social Studies Department Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Special Education Dept. Head	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Band Director	\$6,315.99	\$6,521.26	\$6,733.20	\$6,952.03
Jazz Band Director	\$1,283.70	\$1,325.42	\$1,368.49	\$1,412.97
Colorguard Advisor	\$1,059.55	\$1,093.99	\$1,129.54	\$1,166.25
Broadcasting Advisor	\$977.28	\$1,009.04	\$1,041.84	\$1,075.70
Chorus Director	\$2,800.84	\$2,891.87	\$2,985.86	\$3,082.90
Class Advisors: Senior (2)	\$1,903.34	\$1,965.20	\$2,029.07	\$2,095.01
Junior (2)	\$1,490.09	\$1,538.52	\$1,588.52	\$1,640.15
Sophomore (2)	\$1,169.20	\$1,207.20	\$1,246.44	\$1,286.95
Freshman (2)	\$577.90	\$596.68	\$616.07	\$636.10
Debate Coach	\$2,776.17	\$2,866.39	\$2,959.55	\$3,055.73
FBLA Advisor	\$1,230.88	\$1,270.89	\$1,312.19	\$1,354.84
National Honor Society Advisor	\$2,095.46	\$2,163.56	\$2,233.88	\$2,306.48
Science Olympiad Advisor	\$1,504.63	\$1,553.53	\$1,604.02	\$1,656.15
Student Council Advisor	\$3,325.93	\$3,434.02	\$3,545.63	\$3,660.86
Tiger Talk Advisor	\$3,355.58	\$3,464.64	\$3,577.24	\$3,693.50
Yearbook Advisor	\$6,467.84	\$6,678.04	\$6,895.08	\$7,119.17
Fall Drama Director	\$3,364.78	\$3,474.14	\$3,587.05	\$3,703.63
Spring Musical Director	\$3,364.78	\$3,474.14	\$3,587.05	\$3,703.63
Spring Musical Music Director	\$2,109.10	\$2,177.64	\$2,248.42	\$2,321.49
Spring Musical Choreographer	\$1,639.18	\$1,692.45	\$1,747.45	\$1,804.25
Spring Musical Art/Tech Director	\$1,639.18	\$1,692.45	\$1,747.45	\$1,804.25
Scholastic Scrimmage Advisor	\$1,504.63	\$1,553.53	\$1,604.02	\$1,656.15
Indoor Twirling Advisor	\$3,176.78	\$3,280.02	\$3,386.62	\$3,496.69
Indoor Twirling Assistant Advisor	\$1,187.20	\$1,225.78	\$1,265.62	\$1,306.75
HS Technology Mentor	\$3,026.80	\$3,125.18	\$3,226.74	\$3,331.61

APPENDIX B-2, continued

MIDDLE SCHOOL ADVISORS	2022-2023	2023-2024	2024-2025	2025-2026
MS Activity Manager	\$1,402.35	\$1,447.93	\$1,494.99	\$1,543.57
MS Technology Mentor	\$3,026.80	\$3,125.18	\$3,226.74	\$3,331.61
MS Band Director	\$3,377.52	\$3,487.29	\$3,600.63	\$3,717.65
MS Chorus Director	\$2,624.18	\$2,709.47	\$2,797.52	\$2,888.44
MS Drama Advisor	\$1,886.41	\$1,947.72	\$2,011.02	\$2,076.38
MS Student Council Advisor	\$2,878.49	\$2,972.04	\$3,068.63	\$3,168.36
MS Broadcasting Advisor	\$977.28	\$1,009.04	\$1,041.84	\$1,075.70
MS Yearbook Advisor	\$1,555.16	\$1,605.70	\$1,657.89	\$1,711.77
MS Subject Area Contact Person/LA	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
MS Subject Area Contact Person/M	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
MS Subject Area Contact Person/Sci	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
MS Subject Area Contact Person/SS	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29

ELEMENTARY SCHOOL ADVISORS	2022-2023	2023-2024	2024-2025	2025-2026
Elem Band Director (2)	\$1,208.57	\$1,247.85	\$1,288.41	\$1,330.28
Elem Chorus Director (2)	\$977.28	\$1,009.04	\$1,041.84	\$1,075.70
Elem Technology Mentor (2)	\$2,612.85	\$2,697.77	\$2,785.45	\$2,875.98
Elem Subj. Area Contact Person/LA (2)	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
Elem Subj. Area Contact Person/M (2)	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
Elem Subj. Area Contact Person/SCI (2)	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29
Elem Subj. Area Contact Person/SS (2)	\$1,296.71	\$1,338.85	\$1,382.36	\$1,427.29

2. Assistant Band Director
The stipend will be established at the rate of 60% of the Band Director’s stipend during the first two (2) years of service. With three (3) or more years of service, the stipend will be established at 70%.
3. Extra-Curricular Stipends for term of this Agreement.

After-School Day Clubs and Weight Training– Each School Board approved club will be sanctioned to operate at a minimum level of ten (10) two-hour sessions per academic school year. “After school day” is defined as the end of the student day.

2022-2023	2023-2024	2024-2025	2025-2026
\$387.19	\$399.77	\$412.76	\$426.18

4. The job description for department heads now in existence will prevail. Any changes in this job description will be reviewed with the Association as to its impact upon the current negotiated stipend.
5. Stipends as listed on the appendix are to be paid per the following schedule:
 - Last pay period in November
 - First pay period in March
 - Last pay period in June

APPENDIX C

Therapeutic Case Manager/ Behavior Interventionist

Salary

Salary is defined below for the term of this Agreement.

Salary by Position	2022-2023	2023-2024	2024-2025	2025-2026
Therapeutic Case Manager-Kitz Only	\$74,210	\$76,622	\$79,112	\$81,684
Therapeutic Case Manager				
Step 1 – No experience to 2yrs	\$63,170	\$65,223	\$67,343	\$69,532
Step 2 – 2+ yrs of experience	\$66,680	\$68,680	\$71,085	\$73,395
Step 3 – 5+ yrs of experience	\$70,189	\$72,471	\$74,826	\$77,258
Behavior Interventionist				
Step 1 – No experience to 2yrs	\$50,838	\$52,490	\$54,196	\$55,958
Step 2 – 2+ yrs of experience	\$53,663	\$55,407	\$57,208	\$59,067
Step 3 – 5+ yrs of experience	\$56,487	\$58,323	\$60,218	\$62,175

Working Conditions and benefits are defined below for the term of the Agreement.

All conditions of the Collective Bargaining Agreement apply to these two job classifications except for the specific working conditions and benefits as outlined below.

Working Conditions	Therapeutic Case Manager	Behavior Interventionist
Work Year	August 15 through June 30	August 15 through June 30
Work Hours	7.5 hours per day ½ hour paid lunch No “prep” time	7.5 hours per day ½ hour paid lunch No “prep” time
Contracted Work Days	185 (180 student days and 5 in-service days)	185 (180 student days and 5 in-service days)
Additional Work Days (i.e.: CPI training, additional training days, etc.)	Approved by Director of Student Services	Approved by Building Principal and Director of Student Services
Payment for Additional Work Days	Paid at Per Diem Rate	Paid at Per Diem Rate
Benefits	Therapeutic Case Manager	Behavior Interventionist
Tuition Reimbursement	<ul style="list-style-type: none"> 3 credits per school year at the current Kutztown University rate 	<ul style="list-style-type: none"> 3 credits per school year at the current Kutztown University rate
Salary Placement	<ul style="list-style-type: none"> New hires without specific school related experience will be placed on Step 1 of the salary scale. Step increase will be given for experience as outlined. 	<ul style="list-style-type: none"> New hires without specific school related experience will be placed on Step 1 of the salary scale. Step increase will be given for experience as outlined.