

East Stroudsburg Area School District
East Stroudsburg, PA 18301



STUDENT SAFETY
Security Officers, Student Hall Monitors, Crossing Guards
COMPENSATION
PLAN

for

2023-2024 through 2026-2027

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ADOPTION

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with Security Officers, Student Hall Monitors and Crossing Guards, hereinafter referred to as the "employee", adopts the following Compensation Plan for 2023-2024 through 2026-2027.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of April 15, 2024.

**East Stroudsburg Area School District
Board of Education**



Jason Gullstrand, Vice President



Patricia Rosado, Secretary

TERM OF PLAN

From July 1, 2023 until midnight, June 30, 2027 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

WAGES AND HOURS

1. For the purpose of calculating accrued leave time, which shall include but not be limited to sick, personal and vacation leave, accrual and use shall be calculated on hours earned and hours used based upon an employee's primary assignment.

2. Employees covered by this Plan shall be eligible for increases in salary according to the following conditions:

Security Officers:

Effective July 1, 2023, employees’ salaries will be increased by \$2.00, over those established in the 2022-2023 fiscal year.

Student Hall Monitors:

Effective July 1, 2023, employees’ salaries will be increased by three percent (3%), over those established in the 2022-2023 fiscal year.

Crossing Guards:

Effective July 1, 2023, employees’ salaries will be increased by three percent (3%), over those established in the 2022-2023 fiscal year.

Security Officers, Student Hall Monitors and Crossing Guards:

Effective July 1, 2024, employees' salaries will be increased by three percent (3%), over those established in the 2023-2024 fiscal year.

Effective July 1, 2025, employees' salaries will be increased by three percent (3%), over those established in the 2024-2025 fiscal year.

Effective July 1, 2026, employees' salaries will be increased by three percent (3%), over those established in the 2025-2026 fiscal year.

3. **Longevity:** There will be a one-time hourly (longevity) increase for those employees hired prior to July 1, 2022. Any employee hired on or after July 1, 2022 is not eligible for longevity.

Longevity is determined by date of hire prior to July 1, 2022

i. 1-5 years	\$.20 cents per hour
ii. 6-10 years	\$.35 cents per hour
iii. 11-15 years	\$.50 cents per hour
iv. 16 plus	\$.75 cents per hour

4. **Retroactivity:** To receive retroactivity from July 1, 2023, current employees must be employed with the district at the time the School Board approves this Plan (April 15, 2024).
5. Newly hired employees' compensation is established in Schedule A.
6. The regular workday for Security Officers/Student Hall Monitors shall be an eight (8) hour day exclusive of one, half (1/2) hour lunch. Administration reserves the right to modify the scheduled workday when it is in the best interest of the District. One (1) fifteen (15) minute break will be allowed in the first four (4) hours of each shift and one (1) additional fifteen (15) minute break during the last four hours. The regular workweek shall be forty (40) hours, consisting of five (5) days per week, and shall be based on their assigned building schedule, unless school is not in session.

The regular workday for a Crossing Guard shall be five (5) hours a day. The work week would consist of twenty-five (25) hours, consisting of five (5) days per week and shall be based on their assigned schedule, unless school is not in session.

7. Time and one-half (1.5x) of the appropriate straight time hourly rate will be paid for all hours worked in excess of forty (40) hours in the regular workweek. In any workweek in which, by virtue of the board-approved school calendar containing less than 5 full work days (excluding weather/operational emergencies), then during those said weeks overtime compensation is to be calculated based upon an eight (8) hour work day, with time and one-half to be paid for any time worked in excess of eight (8) hours in each workday. This provision concerning overtime during shortened weeks is null and void as to any employee in a week in which the employee applies accrued sick, vacation, personal, or other paid time off at any time during the said week, and is null and void during any week in which the employee take time off at any time during the said week without pay.
8. All employees shall be considered ten (10) month positions. Employees will be scheduled the number of days students are in session in the employee's assigned building, plus up to five (5) additional days as determined by the Chief of School Police or his/her designee.
9. Employees shall not work and will not be paid for District authorized severe weather/emergency school cancellations or winter and spring recess. Employees shall not work and will not be paid for Act 80 days or in-service days, unless students are in attendance, or upon direction from the Chief of School Police or his/her designee.
10. In the event of District authorized delays or early dismissals that occur during the employee's regularly scheduled workday, employees shall report to work one hour prior to the student arrival time, without loss of pay. In the event of District authorized early dismissals, and at the discretion of the District, employees shall leave one hour after student dismissal time, without loss of pay.
11. The District reserves the right to assign employees to locations and times according to the need of the District. If a temporary situation arises whereby the District deems relocation or change

of shift is necessary, the employee has no right of refusal and must report to the reassignment upon notification by the superintendent or designee. Any reassignment within the same contractual day would be eligible for travel reimbursement.

UNIFORMS

Employees shall be required to wear uniforms provided by the District and will be responsible for the maintenance and upkeep of the uniforms. All District issued uniforms shall be returned to the District at the time of separation from employment or reassignment into a different job classification. Uniforms will only be worn during work hours.

LEAVING THE BUILDING

Any employee must seek the permission of the Chief of School Police, principal or immediate supervisor to leave the building during work hours (not including scheduled lunch and breaks). All employees must punch out and punch in when leaving the building for occasions other than scheduled lunch and breaks.

TIME CLOCKS

Employees shall utilize the District's time clock system to clock in at the start of their work assignment, and out at the end of their work assignment.

DIRECT DEPOSIT

All employees will receive their pay by direct deposit.

HOLIDAYS

Employees shall receive Holiday pay at their regularly worked hours for each of the named Holidays that fall between the beginning and end of the student school year.

The recognized paid Holidays for full-time ten (10) month employees are as follows:

Labor Day

Thanksgiving Day

*Friday after Thanksgiving Day

New Year's Eve

New Year's Day

*Martin Luther King Jr. Day

*Monday after Thanksgiving Day
Workday before Christmas Day
Christmas Day

*Presidents' Day
*Good Friday
Memorial Day

* An alternate day will be provided by the District if students are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

To be eligible for Holiday compensation, an employee must work or be on District approved personal or sick leave the workday prior to and the workday immediately following the Holiday.

VACATION

Effective July 1, 2023 and each July 1st thereafter, all full-time ten (10) month employees will receive vacation as follows:

All full-time ten (10) month employees will receive five (5) days of vacation each year for their first 5 years of service and then get one (1) additional day each July 1 up to fifteen (15) days.

Newly hired full-time ten (10) month employees, working less than a full year (July 1 to June 30), will be issued vacation days on their date of hire as outlined below:

Employee Hire Date	Vacation Days Issued
March 1 through April 30	1 Day
January 1 through February 28 or 29	2 Days
November 1 through December 31	3 Days
September 1 through October 31	4 Days
July 1 through August 31	5 Days

All vacation earned by full-time ten (10) month employees must be taken between July 1 and June 30 of each contract year. Any vacation days that remain unused at June 30 of each year of this Agreement will automatically be carried over to the next fiscal year. An employee may accumulate no more than thirty (30) vacation days. On June 30th of each year, any unused vacation day(s) over thirty (30) must be placed into a district available 403(b) or paid out at the

employee's current daily rate as of June 30th of the same year. An employee must notify the business office of their choice to utilize the district provided 403(b) or receive a payout by July 1st of each year of this Agreement. Any vacation requests when school is in session requires prior approval from the Chief of Police.

Vacation may not be taken on days when students are in session.

Should an employee choose to resign/retire, following the awarding of vacation time, the time afforded would be prorated to reflect the time in employment service

PERSONAL LEAVE

Each full-time employee will receive three personal days per year. Unused personal days will be converted to sick days on July 1 of the following year.

SICK LEAVE

1. Ten (10) Month Employees - At the beginning of each new school year, full-time ten (10) month employees covered by this Plan will be credited with ten (10) days of sick leave according to their regular daily hourly assignment. Any unused days of sick leave remaining at the end of a given year, shall be credited as additional days of sick leave for the following year, and shall be cumulative, without limit, except with limits set forth herein. Sick days may be used for a spouse, parent or child.
2. A day of sick leave for employees shall be equal to the number of daily hours normally worked. Employees may take sick leave in quarter hour increments.
3. Administration may require employees to furnish a doctor's excuse at the employee's expense, if the employee is absent three or more consecutive days or, in the opinion of the Administration, a pattern of sick leave abuse is indicated.
4. All employees are required to give at least a two (2) hour notice when utilizing a sick day. The District shall provide all employees with a procedure for sick day notification. Only one

form of notification will be required. A pattern of failure to provide such notice may provide a basis for disciplinary action.

5. Unused sick leave at retirement, for employees, shall be paid as follows:

5 - 10 years	\$75.00 per day
11+ years	\$100.00 per day

- a. This money shall not be construed to apply to final average salaries for purposes of retirement. Only those employees who are eligible for retirement according to PSERS are eligible. Written notice of retirement must be made prior to January 1 of the applicable year. However, the Board may waive this requirement in special cases.
- b. No additional sick days may be accumulated for the purposes of retirement reimbursement above 150 days for employees.

6. Employees absent from work, unless on an approved Family and Medical Leave, must exhaust all accrued time after which any uncompensated leave time will result in the employee being charged for the cost of healthcare premiums for the time absent. This charge is in addition to the loss of earnings for that period of time.

ATTENDANCE INCENTIVE

As an incentive for all employees to improve and maintain attendance at a high level and to forego unnecessary absence, the following monetary incentive will be paid:

- a. Full-time employees that utilize zero (0) days of sick leave for a full contracted school year, a monetary incentive in the amount of five hundred (\$500) dollars will be paid in the following fiscal year.
- b. In a. above, employees who are absent due to suspension for cause or any unpaid leave will be ineligible for the incentive.

MILITARY LEAVE

The provisions of the Pennsylvania School Code and applicable federal and state laws shall be deemed to apply in the case of leaves of absence for military service.

BEREAVEMENT LEAVE

1. Death of a Spouse, Parent, Child: Up to five (5) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son or step-daughter. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.
2. Death of Immediate Family: Up to three (3) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan. Members of the immediate family shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandmother, grandfather or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.
3. Death of Near Relative: One (1) day leave of absence will be allowed without loss of pay and benefits by this Plan in the event of a near relative. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

JURY DUTY

Employees who are required to serve on jury duty or as a witness for the District shall be paid their regular pay and shall surrender to the District any compensation received for such jury duty.

CHILDREARING LEAVE

Childrearing leave without pay shall be equally available to the natural or adoptive parent of a newborn child, or an infant to the age of forty-eight (48) months, in the event of adoption. Childrearing leave shall be for a maximum period of one (1) calendar year. Whenever possible,

written application for leave must be made at least sixty (60) days prior to the proposed effective date of leave. The Board must approve all leaves of absence.

Return to service prior to the originally approved dates requires a written request sixty (60) days before the requested date of return, unless such period is waived, at the discretion of the Administration, in extenuating circumstances.

Payment of premiums for health insurance may be made by the Board to the same extent that such premium payments are made for current active employees, provided that such benefit payments must be repaid to the District if the employee fails to return to full-time service for a period of at least equal to the length of the unpaid portion of the leave.

Sick leave for disabilities caused, or contributed to by pregnancy, prior to the date of the unpaid childrearing leave, may be utilized on the same basis as sick leave for any other disabilities.

FAMILY AND MEDICAL LEAVE

The parties agree to comply with the requirements of the Family and Medical Leave Act of 1993 (FMLA), as amended. Neither the District nor the employee may waive the right to exercise any prerogative or right under the Act.

A year for FMLA purposes shall be deemed to be a rolling year calculated for each individual employee.

WORK RELATED INJURIES

An employee who is absent due to injury on the job incurred in the course of an employee's employment, and who receives workers' compensation payments, shall have the option to continue on the payroll just as if he/she were reporting for his/her regular work assignment, and be paid the difference by the Board between any benefits received under Workers' Compensation and his/her salary. In such case, sick leave will be deducted on a pro rata basis. Alternatively, the employee may elect to utilize sick leave, and return all workers' compensation payments to the District. Sick leave under this option will also be deducted on a pro rata basis. Whenever possible, the injury must be reported to the school nurse or, in the absence of the school nurse, to the immediate supervisor or building administrator within twenty-four (24) hours. Notification

can be done in person, via phone, or via email. Failure to do so may result in the claim being delayed or denied. The employee has the duty to obtain treatment for work-related injuries and illnesses, from one or more of the designated healthcare providers, for ninety (90) days from the date of the first visit to a designated provider. A list of such designated healthcare providers will be supplied to each employee.

An employee who has received more than one (1) year of full workers' compensation disability with a physician's statement that the employee cannot perform his/her essential job functions, shall be discharged from his/her employment with the District. Consideration will be given to an employee's request for transfer to an available position the employee is qualified for and can perform the essential job functions.

PERSONNEL FILE/CONTENTS AVAILABLE

No derogatory material will be placed in an employee's file, unless the employee has been given the opportunity to read the same and file an answer. A copy shall be provided to the employee at no cost.

An employee will be afforded the opportunity, upon request, to inspect his/her personnel file in the presence of the Superintendent or his/her designee, except for confidential material such as pre-employment information. The employee may request copies of non-confidential file materials at his/her own expense at fees established for copies of public records.

PHYSICAL EXAMINATIONS

The Board will pay the cost of any physical examinations required under Section 1418(c) of the School Code. This does not apply where an employee is required to furnish a certificate from a physician certifying as to his/her ability or inability to perform his/her duties, as in the case of sick leave.

Should an employee elect to use his/her personal physician, the Board shall pay only that portion of the bill deemed to be customary and reasonable.

PAYROLL DEDUCTIONS

The District agrees to make payroll deductions for tax-sheltered annuities through one of the Board approved 403(b) vendors, the PA 529 College Savings Plan, the United Way, and the East Stroudsburg Education Foundation's Scholarship and General Funds. These deductions will be made only upon receipt of duly executed authorization forms.

The Board will permit payroll deduction for tax-sheltered annuities for employees covered by this Plan. All companies presently approved by the Board shall be permitted to solicit employees. Additional companies shall be authorized to solicit employees, only on petition from the employees and approved by the Board.

ACTIVITY PASSES

Activity passes shall be granted to each employee and one (1) guest.

TUITION REIMBURSEMENT

The Board agrees to reimburse full-time employees covered by this Plan for tuition only for college courses, registration fees for staff development, vocational/professional trainings, conferences, and workshops under the following conditions:

1. The training, conference, workshop or college course must be related to the employee's job description and assignment.
2. The training, conference, workshop or college course must be pre-approved (prior to registration) by the Superintendent or his/her designee, and shall be submitted on the form designated for that purpose.
3. The request for college course tuition reimbursement must be accompanied by an official transcript showing successful completion of the college course and a receipt for tuition payment. ("Successful" shall be defined as maintaining at least a "B" average, with any "C" grade being balanced by an "A" grade in order to qualify for reimbursement.)

4. The reimbursement for registration fees for staff development, vocational/professional trainings, conferences and workshops shall be the actual cost of such fees documented by a receipt.

5. The reimbursement rate for tuition payment for successfully completed college courses (not to exceed nine (9) credits per fiscal year) shall be 100% of the tuition paid, or reimbursement amount specified in the Agreement with the East Stroudsburg Area Education Support Professional Association, whichever is less.

Tuition reimbursement for completed coursework shall be made within forty-five (45) calendar days after the submission of documentation by employee as defined in Item #3 above.

6. The Superintendent or designee shall have the right to limit the number of college credits attempted, conferences, workshops or vocational trainings attended by any one (1) individual in a given fiscal year.

7. Any employee, with between zero (0) and less than five (5) years of experience in the East Stroudsburg Area School District, who resigns from the District within four (4) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	100%
48	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be

deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

8. Any employee, with between five (5) and ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within three (3) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

9. Any employee, with more than ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within two (2) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

10. Any employee, who is eligible for retirement according to PSERS and retires from the District, will not be required to reimburse the District for college credits taken no matter when the college credits were taken.

PROBATIONARY PERIOD

Each new employee shall be considered probationary during the first ninety (90) workdays of employment. New employees may be terminated at any time up to the conclusion of the probationary period, at the discretion of the District. Thereafter, the employee shall be considered a regular employee of the District and shall acquire seniority status back to the date of employment. The District may extend the probationary period. Written notification indicating the reason and length of the extension will be given to the employee.

LIFE INSURANCE

The Board agrees to pay the premium cost for group life insurance and group accidental death and dismemberment insurance for employees covered by this plan in an amount equal to Fifty Thousand Dollars (\$50,000).

The Board will permit payroll deduction(s) for additional life insurance coverage beyond the \$50,000 level contingent upon rates and terms and conditions of the underwriter being used by the District.

New employees covered by this Plan will not be provided with this insurance until they have successfully completed the ninety (90) day probationary period.

HEALTH INSURANCE/RETIREES

The Board agrees to pay the monthly premiums for health insurance for employees who retire from the District through the Public School Employee Retirement system after July 1, 1983 (expect as modified below), and who meets the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,

2. Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District.)

This coverage shall be provided for employees only until the last day of the month prior to the month when said employee reaches the age of Medicare eligibility. This coverage shall be provided at the same level of coverage that is in effect for other members covered by this Plan. Retirees shall not contribute premium share toward the purchase of their healthcare benefits. The employee will be required to pay the difference between this individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #349.

DISABILITY INSURANCE

The Board agrees to pay the monthly premiums for a long term disability insurance plan that, upon approval, provides for a payment of sixty per cent (60%) of the employee's salary, with an elimination period of the greater of a employee's accumulated sick time or ninety (90) days with a maximum of \$5,000 per month, for each employee covered by this Plan.

HEALTHCARE BENEFITS

The Board agrees to provide healthcare benefits for full-time employees and their eligible dependents through the Employee Benefit Trust of Eastern Pennsylvania (EBTEP). Medical and prescription coverage for full-time employees and their eligible dependents will be provided by Highmark Blue Cross/Blue Shield, PPO Blue. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to employees covered by this Plan. However, the District shall not be responsible for changes to the Plan if made unilaterally by the EBTEP or for changes EBTEP is required to make due to applicable federal and/or state laws and regulations. Plan Summary to be included in "Schedule B".

Full-time employees who enroll in health care benefits will pay a premium share of forty (\$40) dollars per pay period (\$1,040). This amount shall be prorated over the employees' pay periods if paid for less than twenty-six (26) pay periods per year but the total cost will not exceed \$1,040 annually.

The District has a 125 plan in place for employee contributions toward healthcare benefits so that the employee contribution may be paid before taxes are deducted from the gross pay.

Dental Insurance

The Board agrees to pay the monthly premiums for equal to or better than dental coverage for each employee covered by this Plan and his/her eligible dependents as set by the standard as provided by United Concordia, or an equivalent plan. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to the employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

Vision Insurance

The Board agrees to pay the monthly premiums for equal to or better than vision care coverage for each employee covered by this Plan and his/her eligible dependents as set by the standards as provided by Vision Benefits of America. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

1. Each employee or eligible dependent will be able to receive reimbursement from the District annually for the twenty-five dollar (\$25) co-payment.
2. The employee will submit to the District's Benefits Coordinator, either the original vision provider's receipt or original vision provider's explanation of benefits if the vision service or corrective eyewear paid for was applicable to the co-payment.
3. Reimbursement for the employee or eligible dependent co-pay will be made within thirty (30) calendar days after the second Board of Education meeting following submission of the documentation listed above in #2 to the Benefits Coordinator

4. The employee will have six (6) calendar months after the date of service/purchase to submit the eligible receipts(s) or explanation of benefits as outlined above to the Benefits Coordinator
5. The total allowance for contacts under the current vision provider is \$150 per employee and per his/her eligible dependents.

Any other improvements in the health care benefits, i.e., hospitalization, vision plan, dental, prescription drug, etc., being provided to the East Stroudsburg Education Support Professional Association as the result of negotiations in future contracts shall be incorporated into this Plan, except for those non-healthcare benefits specifically covered elsewhere.

Should the Board of Education secure an alternate underwriter for the employees' hospitalization and dental insurance, separately or combined, the employee shall be guaranteed the following: (a) Equivalent and equal coverage on each and every provision contained in the appendix; (b) The appendix shall be the existing coverage and constitute the minimum; and, (c) The appendix shall change in accordance with the Plan guidelines. It is also guaranteed by the Board of Education, that no employee will suffer a loss and/or reduction in benefits by virtue of an alternate underwriter's waiting period or of existing illness disclaimers.

ACA EXCISE TAX

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence discussions over how to reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

SENIORITY, LAYOFF AND RECALL

A. Definition and Guidelines

1. Seniority shall be defined as an employee's length of continuous service with the employer since the employee's most recent date of hire.

2. In the event of a layoff or reduction in force, layoffs shall be on the basis of seniority, provided that the remaining employees are qualified and physically able to perform the work. Recalls from layoff will be in inverse order of seniority.
3. Employees who are laid off shall retain their seniority until such time that they are recalled from layoff and decline to return to the District.
5. Seniority and all related rights under this Plan shall be lost by an employee for any of the following reasons:
 - a. Voluntary quit or resignation.
 - b. Discharge.
 - c. Failure upon recall by certified mail from layoff to report to work within one (1) week.
 - d. Retirement.
 - e. Failure to return from an approved leave of absence.
 - f. Absence for three (3) consecutive days without notifying the District, unless failure to do so is beyond the employee's control.
 - g. Failure to accept a job offering in the same classification.

NO STRIKE

Security Officers and Student Hall Monitors and Crossing Guards shall not take part in any strike during the term of this Plan.

SEPARABILITY CLAUSE

In the event any provision of this Plan is found to be inconsistent with any statute or law, the provisions of such statute or law shall prevail, and if any provision herein is found to be invalid and unenforceable by a court or any administrative agency having jurisdiction, then such provision shall be considered void, but all other valid provisions shall remain in full force and effect.

JUST CAUSE

No employee shall be disciplined or discharged except for just cause. An employee, who is subject to discipline and/or discharge, may elect a hearing as provided by law.

FLEXIBLE INSTRUCTION DAYS

The District will provide assignments in September to employees not scheduled to work on Flexible Instruction Days. The District must communicate to employees if a Flexible Instruction Day is being used. The work assigned will not exceed four hours and the employee will be paid their normal workday. The employee will have three (3) workdays to complete the assignments. If the employee does not complete the assignments and does not put in for use of a benefit leave day, the employee will not be paid but will **not** be responsible for reimbursement of healthcare benefits for that day. The District will make computers available to employees during the three (3) workday assignment window.

Lack of home internet or no computer will not be an acceptable reason for incomplete assignment. The district will make computers available to employees.

SCHEDULE "A"

SECURITY OFFICERS

Starting Wages

2023-2024	2024-2025	2025-2026	2026-2027
\$17.69	\$18.22	\$18.76	\$19.32

STUDENT HALL MONITORS

Starting Wages

2023-2024	2024-2025	2025-2026	2026-2027
\$15.01	\$15.46	\$15.93	\$16.40

CROSSING GUARDS

Starting Wages

2023-2024	2024-2025	2025-2026	2026-2027
\$13.86	\$14.27	\$14.69	\$15.13

Unless the District determines otherwise, all new hires will be placed at the starting rate.

SCHEDULE "B"

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2024	\$400	\$1,200
January 1, 2025	\$400	\$1,200
January 1, 2026	\$400	\$1,200
January 1, 2027	\$400	\$1,200

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2024	\$800	\$2,400
January 1, 2025	\$800	\$2,400
January 1, 2026	\$800	\$2,400
January 1, 2027	\$800	\$2,400

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2024	\$15	\$15	\$35	\$100
January 1, 2025	\$15	\$15	\$35	\$100
January 1, 2026	\$15	\$15	\$35	\$100
January 1, 2027	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2024	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2025	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2026	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2027	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

23/24 Fiscal Year	\$1,040 per year
24/25 Fiscal Year	\$1,040 per year
25/26 Fiscal Year	\$1,040 per year
26/27 Fiscal Year	\$1,040 per year