

Pleasant Valley School District



Administrative / Administrative Support Staff Compensation Plan

2025-2026 through 2028-2029

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

Administrative/Administrative Support Staff Compensation Plan July 1, 2025 – June 30, 2029

The Board of Education of the Pleasant Valley School District adopts the following Administrative/Administrative Support Staff Compensation Plan pursuant the Public School Code as amended and Section 1164.

The Board recognizes the importance of maintaining an effective team to strengthen administrative and educational programs of the district. This compensation plan is intended to provide competitive salaries for all Administrative/Administrative Support Staff. The district's main objective with this plan is to attract, retain, and motivate high quality personnel for lengthy service to the Pleasant Valley School District. Considerations when adopting this plan include the desire to compete with surrounding school districts. The salary schedules included herein are designed to reflect competitive salary levels for four school years. At the end of this agreement the district may need to conduct a review and adjust if appropriate the salary structure in order to remain competitive and provide opportunity for salary movement.

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

**Administrative/Administrative Support Staff Compensation Plan
July 1, 2025 – June 30, 2029**

Groups 1 and 2 Representative:

Date: 12/3/24



Roger B. Pomposello
Principal

Groups 3 Representative:

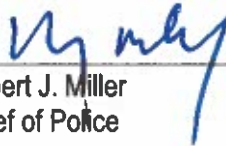
Date: 12/3/24



Kathleen M. Franklin
Confidential Secretary

Groups 4 Representative:

Date: 12/3/24



Robert J. Miller
Chief of Police

Board of Education:

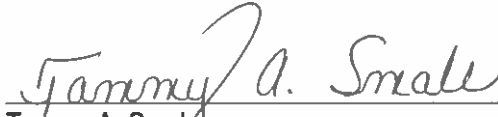
Date: 11/26/24



Susan Kresge
School Board President

Attest:

Date: 12/3/2024



Tammy A. Smale
School Board Secretary

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PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

Administrative/Administrative Support Staff Compensation Plan July 1, 2025 – June 30, 2029

The Board of School Directors of the Pleasant Valley School District adopts the following Administrative/Administrative Support Staff Compensation Plan pursuant the Public School Code as amended and Section 1164.

Definition: For the purposes of this agreement, the following categories will be used within the agreement and define the titles included within. During this agreement, positions may be added or removed at the discretion of the Board of Directors.

- Group 1: **Administrative / Professional**
- Principals
 - Assistant Principals
 - Assistant Business Manager
 - Directors
 - Special Education Supervisors
 - Police Chief
 - Assistant Police Chief
- Group 2: **Administrative Support Services**
- Supervisor of Transportation
 - Accountant
 - Coordinators
 - Technology Coordinator
 - Technology – Network Administrator
- Group 3: **Central Executive Assistants**
- Confidential Executive Assistants
 - Payroll Specialist
- Group 4: **Police & Security**
- Police Officers
 - Security Officers

GROUP 1: ADMINISTRATIVE / PROFESSIONAL
GROUP 2: ADMINISTRATIVE SUPPORT SERVICES

SALARY COMPENSATION

SEE APPENDIX "A" ATTACHED

In the event a new employee is hired by the district, his/her salary shall be determined by the Board of Education in accordance with the Public School Code of 1949, as amended and within the salary range schedule specified in Appendix B.

The Superintendent may recommend to the Board, a salary adjustment increment in any year of this Agreement, if he/she feels the salary proposed for a particular employee is not warranted or inappropriate for the position and duties of said employee.

DOCTORAL STIPEND

Any certificated employee in Group 1 earning a Doctorate degree from a fully accredited college or university shall receive a salary increase of \$4,000.00. For classwork past the certificate required for their specific job (principal's certificate, reading supervisor's certificate, etc.) and if the employee is enrolled in an approved doctoral program the salary increase will be given in the following increments at the time of receipt of official transcripts verifying credits. The full amount shall not exceed or be less than \$4,000.00 at the awarding of the degree regardless of the total number of credits taken:

30 credits - \$2,000.00
Ed.D./Ph.D. - \$2,000.00

Other non-certificated supervisory employees in Groups 1 and 2 will receive a \$750.00 salary increase upon completion of an Associates or Bachelor's Degree in an appropriate and approved area that is achieved after the employee was hired by the District.

INSURANCE

1. **Health and Medical Insurance**

Shall receive benefit plans of family medical coverage and applicable employee contributions consistent with the plan or plans as set forth in the negotiated Agreement between the Board of Education and the Pleasant Valley Education Association ("PVEA").

Spousal Eligibility Rule: Beginning July 1, 2025, a spouse of a covered employee who has coverage from another employer has the option to be covered under the PVSD plan consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVEA.

2. **Dental Insurance**

Shall receive a benefit plan of family dental coverage and applicable employee contributions consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVEA.

3. **Group Term Life Insurance/Additional Purchase Provision**

Life insurance shall equal two times their annual salary up to a maximum of \$150,000.00. Each employee shall receive a minimum of \$100,000.00 in life insurance coverage. Employees shall have the right to purchase additional increments of life insurance coverage in accordance with the policy provisions at their own expense at rates determined by the district.

4. **Disability/Income Protection Plan**

A disability/income protection plan insurance shall provide equal or superior coverage and quality as that set forth in the current Pennsylvania School Board Association long term disability insurance plan.

5. **Insurance Benefits for Retired Employees**

Effective July 1, 2025 the healthcare and/or prescription drug plans in place for active employees will be the plans available for retired employees, which is consistent with 24 P.S. 5-513. The plan designs in place for retired employees are subject to change from time to time depending on the changes/modifications in plan designs in place as negotiated between the Board of Education and PVEA.

All eligible retired Group 1 and 2 employees shall receive single coverage health insurance at the level for all professional staff for up to 10 years or until an individual becomes eligible for Medicare, whichever comes first, with premiums paid by the district. An eligible retired employee will be required to pay for any eligible dependent coverage that he/she elects. In order to be eligible for health insurance coverage upon retirement, an employee must have either twenty (20) years of total service in the Pleasant Valley School District or a total of ten (10) years of administrative service in the Pleasant Valley School District. Additional eligibility requires employees to permanently retire into PSERS.

Retirement Compensation may be utilized by employees hired prior to July 1, 2015 for the purpose of health and/or long term care insurance payments upon retirement from the Pleasant Valley School District. The amount of compensation shall equal the number of years of service to the Pleasant Valley School District divided by Thirty-Five (35) then multiplied by the eligible employee's

calculated sabbatical exchange escrow amount. Additional eligibility requires employees to permanently retire into PSERS.

6. Family Vision Coverage

The employer shall provide and pay the premium for vision care for eligible employees and eligible dependents during the terms of the agreement. The employer shall have the right to select the carrier from time to time. The Employer agrees to provide to the membership a list of participating doctors. The employer agrees to provide all employees a current health benefits booklet describing the specifics of vision coverage as soon as the booklet is received from the carrier in electronic form.

7. Flex Spending Accounts 125 Accounts

The District shall adopt a flexible spending account for both medical and dependent care. Any premium share shall be administered through the Section 125 pre-taxes medical account. For administrative convenience, all employee contributions into Section 125 accounts under this Agreement shall be deposited into qualified accounts established for each eligible employee with District approved vendors who shall be responsible for administering such program. Contribution limits for employees for both medical and dependent care into such accounts shall adhere to the Internal Revenue Service limits, which may change from time to time during this Agreement.

LEAVES OF ABSENCE

1. Sick Leave

Twelve month employees will receive Fifteen (15) sick days at the beginning of each fiscal year. These may accumulate with no maximum cap. Each school year, up to five (5) sick days may be used to care for a sick child, newborn or other member of the employee's immediate family household or an employee's parent who may live outside the employee's household.

2. Personal Leave

Shall be entitled to three (3) personal days per school year. Unused personal days may be accumulated and carried over from year-to-year up to a maximum of five (5) days by informing the school district business manager, in writing, no later than June 1 of each school year. In the event the business manager does not receive notification as aforementioned, all unused non-accumulated personal days will be credited to an individual's sick days.

3. Vacation

Shall receive twenty (20) days of vacation leave during the school year. An employee may accumulate a total maximum of thirty (30) days of vacation leave. Any unused non-accumulated vacation days shall be credited to an individual's sick days.

When entering employment with PV or upon separation from employment, vacation days will be prorated based on time employed during that particular school year.

Any new hire after the effective date of this Administrative/Administrative Support Staff Compensation Plan who have the need to use leave days in advance of having earned said days, shall make an application to the Superintendent of Schools, who may award additional days, if the request is warranted, at his/her discretion.

Consecutive vacation days exceeding 2 weeks may only be taken if approved by the Superintendent prior to the date of leave.

Employees will have the opportunity to cash in up to 5 vacation days at the end of the contractual year if not used.

Upon the death of the employee, the beneficiary of said employee will receive the per diem compensation for earned, unused vacation days.

4. Quarter Days

Quarter days are two (2) hour increments of leave

Quarter days can only be used at the beginning or end of the workday/shift

If an employee exceeds the quarter day timeframe (2 Hours) and returns later or leaves earlier, the employee shall be charged with a half day or full day of leave depending on the amount of time he/she left early/returned late.

Quarter days cannot be taken before a holiday, break or on an early release day

Quarter days cannot be taken to extend other paid leave either on its front end (at the end of the day/shift prior to other paid leave) or on its back end (at the beginning of a day/shift following paid leave). The exception is an emergency or illness requiring the use of leave on the day following the usage of a quarter day at the end of the previous day/shift

Quarter days must be entered in AESOP and approved by the employee's supervisor unless necessitated by an emergency in which case such recording in AESOP and notification of supervisor will be done as soon as practicable.

5. Holidays

The holiday schedule for Group 1 and 2 employees shall be as follows:

- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Monday after Thanksgiving
- Day before Christmas
- Christmas Day
- Winter break between Christmas and New Year's Holiday (Floating Holiday)
- Day before New Year's Day
- New Year's Day
- Martin Luther King Day (unless a snow makeup day for students)
- President's Day (unless a snow makeup day for students)
- Thursday before Good Friday (Floating Holiday)
- Good Friday
- Easter Monday
- Memorial Day
- Independence Day

6. Child Bearing/Child Rearing Leave

Each employee shall be entitled to child bearing/child rearing leave in accordance with district policy provisions and any other applicable federal or state statutes, laws and judicial decisions.

7. Sabbatical Leave

Employees who possess professional certification and are a Tenured Professional Employee under the Public School Code shall be granted sabbatical leave in accordance with the provisions set forth in Sections 1166, 1167, 1168, 1169, 1170, and 1171 of the Pennsylvania Public School Code of 1949, as amended, upon recommendation of the Superintendent of Schools and approval of the Board of Education.

8. Bereavement Leave

Each employee shall be allowed up to five (5) days leave of absence for the death of any of the following family members: a husband, wife, domestic partner, mother, father, son, daughter, step-father, step-mother, step-son, and step-daughter

Each employee shall be allowed up to three (3) days leave of absence for the death of any of the following family members: Brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-grandparent, or near relative who resides in the same household, or any person with whom the employee has made his/her home.

Each employee shall be allowed a one (1) day leave of absence for the death of any of the following family member: first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law.

Proof of bereavement leave may be requested. Examples of proof can include obituary, funeral notice, memorial card or written request that discloses the deceased's name, date of death, the relationship of the deceased to the employee, and city of death. Additional days may be granted by the Superintendent, if in his/her judgment, the days are warranted.

9. Jury Duty

Each employee shall be entitled to receive jury duty leave in the event said employee is called upon to serve on a jury in the state or federal courts of the Commonwealth of Pennsylvania. Salaries and benefits for such employee shall continue during the term of such leave, as long as said employee reimburses the school district the amount received from said courts as payment for jury duty.

OTHER BENEFITS

1. Education Reimbursement

In order to encourage professional growth and training for the staff, the school district shall pay tuition in accordance with the following guidelines:

Courses taken for which reimbursement is claimed shall be submitted to the Superintendent of Schools for his/her approval prior to registering for the course.

Payment to the employee shall be an advance at the rate of 100% of the actual tuition cost incurred to a limit of \$800 per doctoral credit, \$500 per graduate level credit, for up to 12 credits per fiscal year, which shall not include other fees and costs charged to the employee by the college or university.

Courses taken shall be from an accredited college or university.

In order to be eligible for reimbursement and/or not be required to refund the tuition advancement, each employee must earn in said course a grade of B or better.

Employees shall be responsible to purchase all required textbooks at his/her own expense. The District shall not purchase textbooks for the professional library.

With regard to requests for undergraduate credit reimbursement, such requests by employees shall be reviewed on a case by case basis. Such reimbursements shall be made through an MOU so long as the credits being taken are in the specific field or assignment of the individual seeking such reimbursement.

The employee must remain an employee of the School District in any capacity for a term of thirty-six (36) consecutive months following completion of the course work, otherwise the cost of said course(s) shall be returned to the district as follows:

Time Period	Amount of Repayment
Less than but not equal to one (1) year	100%
One year but less than two (2) years	66%
Two years but less than three (3) years	33%
Greater than or equal to three (3) years	0%

The payback period shall begin on the date of the submission of the transcript/grades to the Superintendent.

The District reserves the right to deduct monies owed under this section from any applicable pay owed to the employee.

In the event a position is eliminated and no other position is available for the employee within the district, the employee shall not be subject to the payback provision of this section.

In the event an employee is terminated for cause, voluntarily resigns or retires, or the position is eliminated and the affected employee declines a position offered within the district, the payback provision will apply.

2. Dues of Approved Professional Organizations

The school district shall pay professional association dues not to exceed \$400 per year for the membership of each employee in said association of his/her choice, subject to approval by the Superintendent of Schools that the association is directly related to the position held by said employee.

3. Severance/Termination

Upon permanent retirement from the Pleasant Valley School District into PSERS, the employee's monetary compensation disbursement for unused sick days will be placed directly into one of the school district's approved Enhanced TSA Programs in the retiree's name. The Board of Education will pay to each employee retiring and eligible to receive a pension from the Public School Employees Retirement System one hundred fifteen (\$115) dollars per day.

Upon non-retirement separation from the Pleasant Valley School District, payout for unused vacation days will be pro-rated based on time employed during the year of separation and payment shall be made directly to the employee. Unused sick days will not be reimbursable.

4. Payment of Salary

Employees shall be paid bi-weekly with the pay dates concurrent with the payment of all PVEA members.

5. Mileage/Telephone Reimbursement

Mileage shall be reimbursed to employees in accordance with the rules and regulations of the Internal Revenue Service Code. Travel within the confines of the High School/Middle School campus and/or the PVE/PVI campus shall not be reimbursed.

6. Home/Car Vandalism

The district shall pay the cost incurred by the employee due to vandalism to the home or care of said employee provided the vandalism is related to the employment and duties performed by said employee. The applicable insurance deductible shall not exceed \$500 per occurrence. In the event that an incident of vandalism occurs as aforementioned, a committee consisting of the Superintendent, a Board member, and another employee shall meet to determine whether or not the vandalism is related to the employment and duties of the employee.

7. Liability Clarification

The school district shall provide a defense and pay all costs and fees associated therewith in the event a person shall institute legal action against an employee which has arisen from the performance of his/her regular and customary duties as set forth in their job description and approved by the Board of Education. In the event any court of competent jurisdiction shall determine liability by any such employee the district shall indemnify and hold such employee harmless, which includes the payment of legal costs, damages, awards, etc. Such indemnification shall not include liability for any intentional negligent act.

8. Administrative/Administrative Support Staff Compensation Plan Extension

If, at the expiration of this Compensation Plan, a new plan has not been approved by the Board of Education, all benefits and salary compensation shall continue until the new Compensation Plan has been approved by the district.

9. Subsequent Laws and Regulations

In the event any laws, statues or regulations are enacted subsequent to the date of this Compensation Plan, the contents of which are inconsistent with any terms or conditions herewith, the provisions of said new law shall take precedence and be controlling the interpretation of this Compensation Plan

10. Strike

Employees are hereby prohibited individually, jointly or severally from participating in any strike, "sick out", "walk out", or any other labor disruption under any circumstances while this Compensation Plan or extensions thereof are in effect.

11. Longevity Award

Longevity will be awarded based on years of service in the position at Pleasant Valley School District in the form of extra vacation time beyond the maximum twenty (20) days as specified in the chart below (See chart):

Years of Service	Earned Extra Vacation Day	Total Vacation Days
11-15	1	20 days + 1 extra
16-20	1	21 days + 1 extra
21-25	1	22 days + 1 extra
26-29	1	23 days + 1 extra
30+	1	24 days + 1 extra

12. Longevity Pay

At the end of this four year Agreement, if the employee remains employed with Pleasant Valley School District for the length of this Agreement (4 years) and maintains a satisfactory or above evaluation for the length of the Agreement, \$2000.00 will be placed directly into one of the school district's approved Enhanced TSA Programs in the employee's name so long as the employee remains employed with the District at the time of the TSA contribution. This deposit will be made during the months of July & August 2029 upon completion of the required paperwork.

13. Summer Work Hours

Employees under this plan can expect that there will be ten (10) Fridays for which they will not be required to report to work. Should a need arise for unforeseen circumstances that warrant an adjustment to the summer work hours contained in this agreement, the Superintendent will provide notice of the revised Summer Work Schedule.

14. Evaluation

Each member of Group 1 and 2 will be evaluated annually by the school district Superintendent or his/her designee.

Prior to July 1 of each year of this Agreement, employees shall be formally evaluated with the exception of Building Principals and Assistant Principals; who will be formally evaluated upon the release of the Pennsylvania School Performance Profile (SPP). Salary increases for Building Principals and Assistant Principals who receive a rating of satisfactory or above will be retroactive to July 1 for the New Year. Any employee who receives a rating of below satisfactory shall not receive the salary increase as stated for that year. On February 1 following the annual evaluation, the affected employee shall be re-evaluated. In the event said employee receives a rating of satisfactory or better at that time, he/she shall receive the salary increase effective immediately which shall not be retroactive, but prorated. In the event said employee is again rated below satisfactory, then he/she will not be eligible until July 1 of the next fiscal year for a salary increase based upon the subsequent evaluation of said employee. Undistributed salary increases shall not be distributed to any other employee for any reason whatsoever and remain the property of the district.

APPENDIX A
SALARY SCHEDULE

GROUP 1

ADMINISTRATIVE – PROFESSIONAL POSITIONS

The salary schedule below represents annual salaries for employees currently employed in the position at the time this agreement is executed. In the event current employees leave the organization the Board shall utilize the salary ranges below when establishing a new salary for a new hire.

POSITION	2025-2026	2026-2027	2027-2028	2028-2029
Director of Special Education	\$124,149	\$129,115	\$134,280	\$139,651
Director of Athletics	\$105,837	\$110,070	\$114,473	\$119,052
Director of Operations	\$107,640	\$111,946	\$116,423	\$121,080
Director of Instructional Technology and Innovation	\$124,800	\$129,792	\$134,984	\$136,184
Principal – High School	\$121,680	\$126,547	\$131,609	\$136,873
Principal – Middle School	\$106,080	\$110,323	\$114,736	\$119,326
Principal – Intermediate School	\$106,564	\$110,826	\$115,259	\$119,870
Principal – Elementary School	\$121,624	\$126,489	\$131,548	\$136,810
Assistant Principal High School 1	\$96,876	\$100,751	\$104,781	\$108,972
Assistant Principal High School 2	\$88,920	\$92,477	\$96,176	\$100,023
Assistant Principal High School 3	\$88,920	\$92,477	\$96,176	\$100,023
Assistant Principal Middle School 1	\$105,921	\$107,121	\$108,321	\$109,521
Assistant Principal Middle School 2	\$89,440	\$93,018	\$96,738	\$100,608
Assistant Principal Intermediate School	\$85,280	\$88,691	\$92,239	\$95,928
Assistant Principal Elementary School	\$85,280	\$88,691	\$92,239	\$95,928
Assistant Business Manager	\$94,723	\$98,512	\$102,453	\$106,551
Supervisor of Curriculum & Instruction 1	\$117,520	\$118,720	\$119,920	\$121,120
Supervisor of Curriculum & Instruction 2	\$107,640	\$111,946	\$116,423	\$117,623
Special Education Supervisor 1	\$91,063	\$94,706	\$98,494	\$102,434
Special Education Supervisor 2	\$91,063	\$94,706	\$98,494	\$102,434
Police Chief (+ carry stipend)	\$90,418	\$94,034	\$97,796	\$101,708
Assistant Police Chief (+ carry stipend)	\$75,348	\$78,362	\$81,496	\$84,756

GROUP 2

ADMINISTRATIVE – SUPPORT SERVICES

The salary schedule below represents annual salaries for employees currently employed in the position at the time this agreement is executed. In the event current employees leave the organization the Board shall utilize the salary ranges below when establishing a new salary for a new hire.

POSITION	2025-2026	2026-2027	2027-2028	2028-2029
Technology Coordinator	\$84,714	\$88,103	\$91,627	\$95,292
Network Administrator	\$84,714	\$88,103	\$91,627	\$95,292
Supervisor of Transportation	\$80,714	\$83,943	\$87,301	\$90,793
Accountant	\$71,776	\$74,647	\$77,633	\$78,833
Coordinator of Child Accounting – PIMS Administrator	\$78,175	\$81,301	\$84,553	\$87,935
ACCESS Coordinator – Human Resource Assistant	\$69,120	\$71,885	\$74,760	\$77,751

APPENDIX B
SALARY RANGES

POSITION	MINIMUM	MAXIMUM
Director of Special Education	\$111,985	\$143,090
Director of Athletics	\$93,185	\$119,070
Director of Operations	\$96,485	\$123,285
Director of Instructional Technology and Innovation	\$104,835	\$133,960
Principal – High School	\$116,565	\$148,945
Principal – Middle School	\$102,000	\$137,500
Principal – Intermediate School	\$102,000	\$137,500
Principal – Elementary School	\$102,000	\$137,500
Assistant Principal High School	\$84,080	\$110,325
Assistant Principal Middle School	\$80,850	\$100,495
Assistant Principal Intermediate School	\$80,850	\$100,495
Assistant Principal Elementary School	\$80,850	\$100,495
Assistant Business Manager	\$88,315	\$112,845
Supervisor of Curriculum & Instruction	\$88,375	\$116,565
Special Education Supervisor	\$81,555	\$104,210
Police Chief	\$86,910	\$111,050
Assistant Police Chief	\$65,205	\$83,320
Technology Coordinator	\$83,455	\$106,640
Network Administrator	\$83,455	\$106,640
Supervisor of Transportation	\$76,175	\$97,335
Accountant	\$58,695	\$75,000
Coordinator of Child Accounting – PIMS Administrator	\$78,175	\$99,890
ACCESS Coordinator – Human Resource Assistant	\$69,120	\$88,320

Consideration for new employees starting salaries shall be based on individual's experience as determined by the Superintendent for recommendation to the Board of Directors. If a new employee's first day worked is after April 1st, said employee will not receive a salary increase for the subsequent school year. Said employee will be eligible for a salary increase on July 1 after completion of one full year of service. The salary ranges above are for consideration by the Board only when hiring new employees. The Board may use this as a guide in its decision but may deviate from the ranges at its discretion.

GROUP 3

EXECUTIVE ASSISTANTS & PAYROLL SPECIALIST

SALARY COMPENSATION

SEE APPENDIX "C" ATTACHED

In the event a new employee is hired by the district, his/her salary shall be determined by the Board of Education in accordance with the Public School Code of 1949, as amended and within the salary range schedule specified in Appendix B.

The Superintendent may recommend to the Board, a salary adjustment increment in any year of this Agreement, if he/she feels the salary proposed for a particular employee is not warranted or inappropriate for the position and duties of said employee.

INSURANCE

1. Health and Medical Insurance

Executive Assistants and Payroll Specialist shall receive a benefit plans of family medical coverage and applicable employee contributions consistent with the plan or plans as set forth in the negotiated Agreement between the Board of Education and the Pleasant Valley Education Support Professionals' Association ("PVESPA").

Spousal Eligibility Rule: Beginning July 1, 2025, a spouse of a covered employee who has coverage from another employer has the option to be covered under the PVSD plan consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVESPA.

2. Dental Insurance

Shall receive a benefit plan of family dental coverage and applicable employee contributions consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVESPA.

3. Group Term Life Insurance/Additional Purchase Provision

Shall receive a minimum of \$75,000.00 in life insurance coverage. Employees shall have the right to purchase additional increments of life insurance coverage in accordance with the policy provisions at their own expense at rates determined by the district.

4. Insurance Benefits for Retired Employees

Effective July 1, 2025 the healthcare and/or prescription drug plans in place for active employees will be the plans available for retired employees, which is consistent with 24 P.S. 5-513. The plan designs in place for retired employees are subject to change from time to time depending on the changes/modifications in plan designs in place as negotiated between the Board of Education and PVESPA.

All eligible retired Group 3 employees shall receive single coverage health insurance at the level for all support staff for up to ten (10) years or until an individual becomes eligible for Medicare, whichever comes first, with premiums paid by the district. An eligible retired employee will be required to pay for any eligible dependent coverage that he/she elects. In order to be eligible for health insurance coverage upon retirement, an employee must have twenty (20) years of total service in the Pleasant Valley School District. Additional eligibility requires employees to permanently retire into PSERS.

5. Family Vision Coverage

The employer shall provide and pay the premium for vision care for eligible employees and eligible dependents during the terms of the agreement. The employer shall have the right to select the carrier from time to time. The Employer agrees to provide to the membership a list of participating doctors. The employer agrees to provide all employees a current health benefits booklet describing the specifics of vision coverage as soon as the booklet is received from the carrier in electronic form.

6. Flex Spending Accounts 125 Accounts

The District shall adopt a flexible spending account for both medical and dependent care. Any premium share shall be administered through the Section 125 pre-taxes medical account. For administrative convenience, all employee contributions into Section 125 accounts under this Agreement shall be deposited into qualified accounts established for each eligible employee with District approved vendors who shall be responsible for administering such program. Contribution limits for employees for both medical and dependent care into such accounts shall adhere to the Internal Revenue Service limits, which may change from time to time during this Agreement.

LEAVES OF ABSENCE

1. Sick Leave

Shall be entitled to twelve (12) sick days at the beginning of each fiscal year. These may accumulate with no maximum cap. Each school year, up to five (5) sick days may be used to care for a sick child, newborn or other member of the employee's immediate family household or an employee's parent who may live outside the employee's household.

2. Personal Leave

Shall be entitled to three (3) personal days per school year. Unused personal days may be accumulated and carried over from year-to-year up to a maximum of five (5) days by informing the school district business manager, in writing, no later than June 1 of each school year. In the event the business manager does not receive notification as aforementioned, all unused non-accumulated personal days will be credited to an individual's sick days.

3. Vacation

Shall receive vacation days based on the following schedule:

BEGINNING WITH	UNTIL COMPLETION OF	ENTITLEMENT
1 Month	1 st Year	1 day for each calendar month to a maximum of 10 days
2 nd Year	5 th Year of Service	10 days
6 th Year	10 th Year of Service	15 days
11 th year	End of Employment	20 days

A maximum of ten (10) unused annual vacation entitlement days may be carried forward. These shall be the employee's vacation bank at the end of the contract year. At no time may more than ten (10) days accumulate in the employee's vacation bank. The Superintendent may authorize an extension of vacation time usage beyond the contract year as warranted. Any unused vacation day over ten (10) days will be converted to sick days for the subsequent contract year.

Vacation time may be requested by an employee at any time during the year, but will be scheduled by, and subject to advance approval by the employee's immediate supervisor in accordance with needs of the School District as determined by the supervisor.

When entering employment with PV or upon separation from employment, vacation days will be prorated based on time employed during that particular school year.

Any new hire after the effective date of this Administrative/Administrative Support Staff Compensation Plan who have the need to use leave days in advance of having earned said days, shall make an application to the Superintendent of Schools, who may award additional days, if the request is warranted, at his/her discretion.

Consecutive vacation days exceeding 2 weeks may only be taken if approved by the Superintendent prior to the date of leave.

Employees will have the opportunity to cash in up to 5 vacation days at the end of the contractual year if not used.

Upon the death of an employee, the beneficiary of said employee will receive the per diem compensation for earned, unused vacation days.

4. Quarter Days

Quarter days are two (2) hour increments of leave

Quarter days can only be used at the beginning or end of the workday/shift

If an employee exceeds the quarter day timeframe (2 Hours) and returns later or leaves earlier, the employee shall be charged with a half day or full day of leave depending on the amount of time he/she left early/returned late.

Quarter days cannot be taken before a holiday, break or on an early release day

Quarter days cannot be taken to extend other paid leave either on its front end (at the end of the day/shift prior to other paid leave) or on its back end (at the beginning of a day/shift following paid leave). The exception is an emergency or illness requiring the use of leave on the day following the usage of a quarter day at the end of the previous day/shift

Quarter days must be entered in AESOP and approved by the employee's supervisor unless necessitated by an emergency in which case such recording in AESOP and notification of supervisor will be done as soon as practicable.

5. Holidays

The holiday schedule for all Group 3 employees shall be as follows:

- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Monday after Thanksgiving
- Day before Christmas
- Christmas Day
- Winter break between Christmas and New Year's Holiday (Floating Holiday)
- Day before New Year's Day
- New Year's Day
- Martin Luther King Day (unless a snow makeup day for students)
- President's Day (unless a snow makeup day for students)
- Thursday before Good Friday (Floating Holiday)
- Good Friday
- Easter Monday
- Memorial Day
- Independence Day

6. Child Bearing/Child Rearing Leave

Each employee shall be entitled to child bearing/child rearing leave in accordance with district policy provisions and any other applicable federal or state statutes, laws and judicial decisions.

7. Bereavement Leave

Each employee shall be allowed up to five (5) days leave of absence for the death of any of the following family members: a husband, wife, domestic partner, mother, father, son, daughter, step-father, step-mother, step-son, and step-daughter

Each employee shall be allowed up to three (3) days leave of absence for the death of any of the following family members: Brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-grandparent, or near relative who resides in the same household, or any person with whom the employee has made his/her home.

Each employee shall be allowed a one (1) day leave of absence for the death of any of the following family member: first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law.

Proof of bereavement leave may be requested. Examples of proof can include obituary, funeral notice, memorial card or written request that discloses the deceased's name, date of death, the relationship of the deceased to the employee, and city of death. Additional days may be granted by the Superintendent, if in his/her judgment, the days are warranted.

8. Jury Duty

Each employee shall be entitled to receive jury duty leave in the event said employee is called upon to serve on a jury in the state or federal courts of the Commonwealth of Pennsylvania. Salaries and benefits for such employee shall continue during the term of such leave, as long as said employee reimburses the school district the amount received from said courts as payment for jury duty.

OTHER BENEFITS

1. Dues of Approved Professional Organizations

The Board will pay for memberships in professional organizations subject to the approval of employee's direct supervisor, up to a maximum of \$100/per employee annually.

2. Severance/Termination

Upon permanent retirement from the Pleasant Valley School District into PSERS, the employee's monetary compensation disbursement for unused sick days will be placed directly into one of the school district's approved Enhanced TSA Programs in the retiree's name. The Board of Education will pay to each employee retiring and eligible to receive a pension from the Public School Employees Retirement System seventy-five (\$75) dollars per day.

Upon non-retirement separation from the Pleasant Valley School District, payout for unused vacation days will be pro-rated based on time employed during the year of separation and payment shall be made directly to the employee. Unused sick days will not be reimbursable.

3. Longevity Award

Longevity will be awarded based on years of service in the position at Pleasant Valley School District in the form of extra vacation time beyond the maximum twenty (20) days as specified in the chart below (See chart):

Years of Service	Earned Extra Vacation Day	Total Vacation Days
11-15	1	20 days + 1 extra
16-20	1	21 days + 1 extra
21-25	1	22 days + 1 extra
26-29	1	23 days + 1 extra
30+	1	24 days + 1 extra

4. Longevity Pay

At the end of this four year Agreement, if the employee remains employed with Pleasant Valley School District for the length of this Agreement (4 years) and maintains a satisfactory or above evaluation for the length of the Agreement, \$1000.00 will be placed directly into one of the school district's approved Enhanced TSA Programs in the employee's name so long as the employee remains employed with the District at the time of the TSA contribution. This deposit will be made during the months of July & August 2029 upon completion of the required paperwork.

5. Summer Work Hours

Employees under this plan can expect that there will be ten (10) Fridays for which they will not be required to report to work. Should a need arise for unforeseen circumstances that warrant an adjustment to the summer work hours contained in this agreement, the Superintendent will provide notice of the revised Summer Work Schedule.

6. Evaluation

Each member of Group 3 will be evaluated annually by the school district Superintendent or his/her designee prior to July 1 of each year of this Agreement. Any employee who receives a rating of below satisfactory shall not receive the salary increase as stated for the year. On February 1 following the annual evaluation, the affected employee shall be re-evaluated. In the event said employee receives a rating of satisfactory or better at that time, he/she shall receive the salary increase effective immediately which shall not be retroactive, but prorated. In the event said employee is again rated below satisfactory, then he/she will not be eligible until July 1 of the next fiscal year for a salary increase based upon the subsequent evaluation of said employee. Undistributed salary increases shall not be distributed to any other employee for any reason whatsoever and remain the property of the district.

APPENDIX C
SALARY SCHEDULE

GROUP 3

EXECUTIVE ASSISTANTS & PAYROLL SPECIALIST

The salary schedule below represents annual salaries for employees currently employed in the position at the time this agreement is executed. In the event current employees leave the organization the Board shall utilize the salary ranges below when establishing a new salary for a new hire.

POSITION	2025-2026	2026-2027	2027-2028	2028-2029
Executive Assistant to the Superintendent	\$65,836	\$68,470	\$71,208	\$74,057
Executive Assistant to the Director of Human Resources	\$61,310	\$63,762	\$66,313	\$68,966
Executive Assistant to the Business Manager	\$54,639	\$59,639	\$62,025	\$64,506
Payroll Specialist	\$59,564	\$61,947	\$64,424	\$67,001

Executive Assistant to the Superintendent shall receive an annual stipend of \$7,000 for extra duties associated with board meeting preparation and attendance.

APPENDIX D
SALARY RANGES

GROUP 3

EXECUTIVE ASSISTANTS & PAYROLL SPECIALIST

POSITION	MIN	MAX
Executive Assistant to the Superintendent	\$59,564	\$74,701
Executive Assistant to the Director of Human Resources	\$59,564	\$74,701
Executive Assistant to the Business Manager	\$59,564	\$74,701
Payroll Specialist	\$59,564	\$74,701

Consideration for new employees starting salaries shall be based on individual's experience as determined by the Superintendent for recommendation to the Board of Directors. If a new employee's first day worked is after April 1st, said employee will not receive a salary increase for the subsequent school year. Said employee will be eligible for a salary increase on July 1 after completion of one full year of service. The salary ranges above are for consideration by the Board only when hiring new employees. The Board may use this as a guide in its decision but may deviate from the ranges at its discretion.

GROUP 4
POLICE AND SECURITY

SALARY COMPENSATION

SEE APPENDIX "E" ATTACHED

In the event a new employee is hired by the district, his/her salary shall be determined by the Board of Education in accordance with the Public School Code of 1949, as amended and within the salary range schedule specified in Appendix E.

WORK DAY

The normal workday is defined as the employee's regularly scheduled hours. Personnel working eight (8) consecutive hours shall be entitled to a thirty (30) minute paid lunch break. Individuals working a split shift will not be entitled to a lunch break.

HOURS

All applicable time worked in excess of forty (40) hours shall be considered overtime and shall be compensated at one and one-half (1.5) times the employee's hourly rate.

Sick days shall not be applied in the calculation of hours used for determining overtime payment. Personal days, vacation days and holiday pay will be applied in the calculation of hours used for determining overtime payment.

The employee who works on a paid holiday shall be paid time and one-half (1.5) for the hours worked in addition to holiday pay. The holiday starts at 12:01 AM.

When additional work is available, these assignments will be first offered to part-time employees that have the necessary skills and experience to perform such assignments.

OVERTIME GUIDELINES

Overtime shall be calculated for hours in excess of forty (40) hours per work week and shall be compensated at one and one-half (1.5). The work week is considered Sunday through Saturday.

Authority to approve overtime usage will be limited to the Chief of School Police/Security and/or designee and/or school district administration. Overtime shall not be worked without prior approval; however, in extenuating circumstances, there shall be a limit of one (1) hour of overtime without prior approval. It will be the employee's responsibility to contact the appropriate supervisor to explain the circumstances.

Available non-emergency scheduled overtime work shall be offered to non-supervisory security personnel in continuing rotation based on seniority. Each employee shall be selected in turn according to his/her place on the seniority list by rotation, provided that the employee whose turn it is to work is without work

restrictions to perform the specific work required as determined by the Chief of School Police/Security and/or designee and/or school district administration.

DEFINITIONS

Full-Time Police – any Police Officer who is employed for at least ten (10) months and who is regularly scheduled to work a minimum of 8 hours per day 40 hours a week during the school calendar year, inclusive of a paid half hour lunch, will be considered a full-time Police Officer. Police Officers who do not meet these two requirements through their regularly scheduled hours will not be considered full-time.

Full-Time Security – any security employee who is employed for twelve (12) months and who averages thirty-five and one-half (35.5) regularly scheduled hours per week will be considered a full-time employee. Employees who do not meet these two requirements through their regularly scheduled hours will not be considered full-time. Any security employee who is employed for at least ten (10) months and who averages at least thirty-five and one-half (35.5) regularly scheduled hours per week will be considered a full-time employee. Employees who do not meet these two requirements through their regularly scheduled hours will not be considered full-time.

Part-Time Police – part-time Police Officers shall be defined as those who are employed for at least (10) months and who average at least 20 hours per week, but not more than thirty-five and one-half (35.5) hours per week. These hours must be regularly scheduled hours of work. Employees who do not meet these two requirements through their regularly scheduled hours will not be considered part-time.

Part-Time Security – part-time Security employees shall be defined as those who are employed for at least (10) months and who average at least 20 hours per week, but not more than thirty-five and one-half (35.5) hours per week. These hours must be regularly scheduled hours of work. Employees who do not meet these two requirements through their regularly scheduled hours will not be considered part-time.

Active Employee – any Police Officer or Security who has not worked in the past twelve (12) months will be removed from the active employee list and will be required to return all school district issued equipment and clothing. If an employee wishes to return to active status, they must initiate the process through a formal application and candidate screening. To retain active status, employees must work at least one duty shift per month and a minimum of ten (10) duty assignments per year.

INSURANCE

7. Health and Medical Insurance

Full-Time Police Officers and Security shall receive a benefit plan of family medical coverage and applicable employee contributions consistent with the plan or plans as set forth in the negotiated Agreement between the Board of Education and the Pleasant Valley Education Support Professionals' Association ("PVESPA").

Spousal Eligibility Rule: Beginning July 1, 2025, a spouse of a covered employee who has coverage from another employer has the option to be covered under the PVSD plan consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVESPA.

8. Dental Insurance

Full-Time Police Officers and Security shall receive a benefit plan of family dental coverage and applicable employee contributions consistent with the plan as provided for in the negotiated Agreement between the Board of Education and PVESPA.

9. Group Term Life Insurance/Additional Purchase Provision

Full-Time Police Officers and Security shall receive a minimum of \$150,000.00 in life insurance coverage.

All part-time Police Officers and Security shall receive a minimum of \$75,000.00 in life insurance coverage.

Employees shall have the right to purchase additional increments of life insurance coverage in accordance with the policy provisions at their own expense at rates determined by the district.

10. Family Vision Coverage

The employer shall provide and pay the premium for vision care for eligible employees and eligible dependents during the terms of the agreement. The employer shall have the right to select the carrier from time to time. The Employer agrees to provide to the membership a list of participating doctors. The employer agrees to provide all employees a current health benefits booklet describing the specifics of vision coverage as soon as the booklet is received from the carrier in electronic form.

11. Flex Spending Accounts 125 Accounts

The District shall adopt a flexible spending account for both medical and dependent care. Any premium share shall be administered through the Section 125 pre-taxes medical account. For administrative convenience, all employee contributions into Section 125 accounts under this Agreement shall be deposited into qualified accounts established for each eligible employee with District approved vendors who shall be responsible for administering such program. Contribution limits for employees for both medical and dependent care into such accounts shall adhere to the Internal Revenue Service limits, which may change from time to time during this Agreement.

LEAVES OF ABSENCE

1. Sick Leave

All full-time twelve (12) month employees shall be entitled to twelve (12) sick days at the beginning of each fiscal year. These may accumulate with no maximum cap. All newly hired full-time twelve (12) month employees shall be granted one (1) sick day per month of employment to a total not to exceed twelve (12) sick days during the first school year of employment. Each school year, up to five (5) sick days may be used to care for a sick child, newborn or other member of the employee's immediate family household or an employee's parent who may live outside the employee's household.

All full-time ten (10) month employees shall be entitled to ten (10) sick days at the beginning of each fiscal year. These may accumulate with no maximum cap. All newly hired full-time ten (10) month employees shall be granted one (1) sick day per month of employment to a total not to exceed ten (10) sick days during the first school year of employment. Each school year, up to five (5) sick days may be used to care for a sick child, newborn or other member of the employee's immediate family household or an employee's parent who may live outside the employee's household.

2. Personal Leave

All full-time employees shall be permitted two (2) personal days per year with pay. All newly hired full-time employees shall be granted one (1) personal day every six (6) months, up to a total of two (2) personal days during the first year of employment. After five (5) years of completed service with the District, all full-time employees shall be permitted three (3) personal days per year with pay.

All part-time employees shall be permitted one (1) personal day per year with pay. All newly hired part-time employees shall be granted one (1) personal day every six (6) months of continual employment. After five (5) years of completed service with the District, all part-time employees shall be permitted two (2) personal days per year with pay.

Unused personal days may be accumulated and carried over from year-to-year up to a maximum of five (5) days by informing the school district business manager, in writing, no later than June 1 of each school year. In the event the business manager does not receive notification as aforementioned, all unused non-accumulated personal days will be credited to an individual's sick days.

3. Vacation

All Police Officers & Security shall receive vacation days based on the following schedule:

BEGINNING WITH	UNTIL COMPLETION OF	12 MONTH EMPLOYEES	10 MONTH EMPLOYEES
1 Month	1 st Year	1 day for each calendar month to a maximum of 10 days	1 day for each calendar month to a maximum of 10 days
2 nd Year	5 th Year of Service	10 days	7 days
6 th Year	10 th Year of Service	15 days	11 days
11 th year	End of Employment	20 days	14 days

A maximum of ten (10) unused annual vacation entitlement days may be carried forward. These shall be the employee's vacation bank at the end of the contract year. At no time may more than ten (10) days accumulate in the employee's vacation bank. The Superintendent may authorize an extension of vacation time usage beyond the contract year as warranted. Any unused vacation day over ten (10) days will be converted to sick days for the subsequent contract year.

Vacation time may be requested by an employee at any time during the year, but will be scheduled by, and subject to advance approval by the employee's immediate supervisor in accordance with needs of the School District as determined by the supervisor.

When entering employment with PV or upon separation from employment, vacation days will be prorated based on time employed during that particular school year.

Any new hire after the effective date of this Administrative/Administrative Support Staff Compensation Plan who have the need to use leave days in advance of having earned said days, shall make an application to the Superintendent of Schools, who may award additional days, if the request is warranted, at his/her discretion.

Consecutive vacation days exceeding 2 weeks may only be taken if approved by the Superintendent prior to the date of leave.

Employees will have the opportunity to cash in up to 5 vacation days at the end of the contractual year if not used.

Upon the death of an employee, the beneficiary of said employee will receive the per diem compensation for earned, unused vacation days.

4. Quarter Days

Quarter days are two (2) hour increments of leave

Quarter days can only be used at the beginning or end of the workday/shift

If an employee exceeds the quarter day timeframe (2 Hours) and returns later or leaves earlier, the employee shall be charged with a half day or full day of leave depending on the amount of time he/she left early/returned late.

Quarter days cannot be taken before a holiday, break or on an early release day

Quarter days cannot be taken to extend other paid leave either on its front end (at the end of the day/shift prior to other paid leave) or on its back end (at the beginning of a day/shift following paid leave). The exception is an emergency or illness requiring the use of leave on the day following the usage of a quarter day at the end of the previous day/shift

Quarter days must be entered in AESOP and approved by the employee's supervisor unless necessitated by an emergency in which case such recording in AESOP and notification of supervisor will be done as soon as practicable.

5. Holidays

The holiday schedule for all Group 4 employees shall be as follows:

- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Monday after Thanksgiving
- Day before Christmas
- Christmas Day
- Day before New Year's Day
- New Year's Day
- Martin Luther King Day (unless a snow makeup day for students)
- President's Day (unless a snow makeup day for students)
- Good Friday
- Memorial Day
- Independence Day

6. Child Bearing/Child Rearing Leave

Each employee shall be entitled to child bearing/child rearing leave in accordance with district policy provisions and any other applicable federal or state statues, laws and judicial decisions.

7. Bereavement Leave

Each employee shall be allowed up to five (5) days leave of absence for the death of any of the following family members: a husband, wife, domestic partner, mother, father, son, daughter, step-father, step-mother, step-son, and step-daughter

Each employee shall be allowed up to three (3) days leave of absence for the death of any of the following family members: Brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-grandparent, or near relative who resides in the same household, or any person with whom the employee has made his/her home.

Each employee shall be allowed a one (1) day leave of absence for the death of any of the following family member: first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law.

Proof of bereavement leave may be requested. Examples of proof can include obituary, funeral notice, memorial card or written request that discloses the deceased's name, date of death, the relationship of the deceased to the employee, and city of death. Additional days may be granted by the Superintendent, if in his/her judgment, the days are warranted.

8. Jury Duty

Each employee shall be entitled to receive jury duty leave in the event said employee is called upon to serve on a jury in the state or federal courts of the Commonwealth of Pennsylvania. Salaries and benefits for such employee shall continue during the term of such leave, as long as said employee reimburses the school district the amount received from said courts as payment for jury duty.

9. Time Off Request and Call Offs

All time off requests (excluding sick) must have a minimum of 48-hour notice. Sick time off requests must be no less than two (2) hour notice.

It shall be the responsibility of the Police Officer to notify the Chief of School Police/Security at least twelve (12) hours in advance of a scheduled shift if a situation develops wherein an employee is prevented from reporting for duty. Exceptions may be granted due to an unforeseen emergency.

Upon initial hire, the school district will issue and provide full-time employees with the following: Four (4) winter shirts; four (4) summer shirts; four (4) pairs of pants; coats, shoes, and caps as needed; insignia and badge. Police will receive the following additional equipment: gun belt, trouser belt, gun holster, handcuff case, flashlight case, asp baton holster, handcuffs, flashlight, asp baton, as well as a Taser and duty firearm.

Upon initial hire, the school district will issue and provide part-time employees with the following: Two (2) winter shirts; two (2) summer shirts; two (2) pairs of pants; shoes, and caps as needed; insignia and badge. Police will receive the following additional equipment: gun belt, trouser belt, gun holster, handcuff case, flashlight case, asp baton holster, handcuffs, flashlight, asp baton, as well as a Taser and duty firearm.

The school district will replace any issued uniform clothing which becomes unserviceable due to normal wear and tear and/or when clothing becomes damaged in the course of appropriately performing one's duties. All requests for replacement clothing must be made through the Chief of School Police/Security and/or designee. At the conclusion of one's employ, all school district issued clothing articles and equipment shall be returned to the Chief of School Police/Security and/or designee.

OTHER BENEFITS

1. Additional Benefits and Provisions

All Police and Security will receive all benefits afforded and be subject to all provisions pertaining to employees in the PVESPA collective bargaining agreement.

Police Officers are required to utilize school-provided vehicles. However, if a school district vehicle is not available and the Police Officer is required to use their own means of transportation in the performance of their assigned duties, reimbursement will be provided at the IRS rate adjusted following the IRS enactment of the any new rate. All mileage requests must be approved by the Chief of Police/Security or an Assistance Chief of School Police/Security.

2. Probationary Period

All new Police Officers shall serve a probationary period of ninety (90) calendar days starting from the date they are sworn in, during which they may be summarily dismissed by the school district without challenge.

Probation period for Security personnel will no include time serviced in other district positions.

3. Severance/Termination

Upon permanent retirement from the Pleasant Valley School District into PSERS, the employee's monetary compensation disbursement for unused sick will be placed directly into one of the school district's approved Enhanced TSA Programs in the retiree's name. The Board of Education will pay to each employee retiring and eligible to receive a pension from the Public School Employees Retirement System Seventy-Five (\$75) dollar per day. Unused vacation days will be paid at the retiree's per-diem rate.

Upon non-retirement separation from Pleasant Valley School District, payout for unused vacation days will be pro-rated based on time employed during the year of separation and payment shall be made directly to the employee.

Unused sick days will not be reimbursable.

4. Evaluations

Each member of Group 4 will be evaluated annually by the school district Superintendent or his/her designee prior to July 1 of each year of this Agreement. Any employee who receives a rating of below satisfactory shall not receive the salary increase as stated for the year. On February 1 following the annual evaluation, the affected employee shall be re-evaluated. In the event said employee receives a rating of satisfactory or better at that time, he/she shall receive the salary increase effective immediately which shall not be retroactive, but prorated. In the event said employee is again rated below satisfactory, then he/she will not be eligible until July 1 of the next fiscal year for a salary increase based upon the subsequent evaluation of said employee. Undistributed salary increases shall not be distributed to any other employee for any reason whatsoever and remain the property of the district.

5. Longevity Award

Longevity will be awarded based on years of service in the position at Pleasant Valley School District in the form of extra vacation time beyond the maximum twenty (20) days as specified in the chart below (See chart):

Years of Service	Earned Extra Vacation Day	Total Vacation Days
11-15	1	20 days + 1 extra
16-20	1	21 days + 1 extra
21-25	1	22 days + 1 extra
26-29	1	23 days + 1 extra
30+	1	24 days + 1 extra

6. Longevity Pay

At the end of this four year Agreement, if the employee remains employed with Pleasant Valley School District for the length of this Agreement (4 years) and maintains a satisfactory or above evaluation for the length of the Agreement, \$1000.00 will be placed directly into one of the school district's approved Enhanced TSA Programs in the employee's name so long as the employee remains employed with the District at the time of the TSA contribution. This deposit will be made during the months of July & August 2029 upon completion of the required paperwork.

APPENDIX E
SALARY SCHEDULE
GROUP 4
POLICE OFFICERS

The salary schedule below represents annual salaries for employees currently employed in the position at the time this agreement is executed. In the event current employees leave the organization the Board shall utilize the salary ranges below when establishing a new salary for a new hire.

	2025-2026	2026-2027	2027-2028	2028-2029
Entry to End of 4 Years	\$19.76	\$20.55	\$21.37	\$22.23
5 Years to End of 10 Years	\$22.39	\$23.29	\$24.22	\$25.19
Over 10 Years	\$28.90	\$30.06	\$31.26	\$32.51

Additional wage adjusts for sub-supervisory time - \$2.50/hour

Any individual hired to fill a School Police Officer position shall be placed on Step 1 of the salary schedule. However, the Board reserves the right to place that individual at a higher hourly rate on the salary schedule based upon the education, experience and skills needed for a particular position within the school district.

School Police Officers who are approved to carry a weapon on his/her person, as per Board Policy No. 705.1, and who possess particular weaponry on their person while exercising their duties, will receive an additional stipend of \$5000 per plan year.

\$2,500.00 will be dispersed on the first payday in the month of December

\$2,500.00 will be dispersed on the first payday in the month of June

SECURITY POSITIONS

The salary schedule below represents annual salaries for employees currently employed in the position at the time this agreement is executed. In the event current employees leave the organization the Board shall utilize the salary ranges below when establishing a new salary for a new hire.

	2025-2026	2026-2027	2027-2028	2028-2029
Entry to End of 1 Year	\$17.54	\$18.25	\$18.98	\$19.74
1 Year to End of 4 Years	\$18.53	\$19.27	\$20.05	\$20.85
5 Years to End of 7 Years	\$19.00	\$19.76	\$20.55	\$21.37
8 Years to End of 10 Years	\$20.61	\$21.44	\$22.29	\$23.19
Over 10 Years	\$21.00	\$21.84	\$22.71	\$23.62

The position/rank of Sergeant or higher will receive an additional \$2.50 per hour for the life of this plan.

Any individual hired to fill any Security Guard position shall be placed on the entry level grid of the wage schedule. However, the Board reserves the right to place that individual at a higher hourly rate based upon the education, experience, and skills needed for a particular position within the school district.

Police and Security Shift Differentials

\$0.45 for 3:00 p.m. to 11:30 p.m.

\$0.55 for 11:00 p.m. to 7:30 a.m.

Consideration for new employees starting salaries shall be based on individual's experience as determined by the Superintendent for recommendation to the Board of Directors. New employees hired after April 1st will not receive a salary increase for the subsequent school year. Said employee will be eligible for a salary increase on July 1 after completion of one full year of service.