



PINE GROVE AREA SCHOOL DISTRICT

Promoting Growth, Achievement, Success, and Direction for ALL Children!



*Heath W. Renninger
Superintendent*

COMPUTER TECHNICIAN SUPPORT EMPLOYMENT CONTRACT

Memorandum of Agreement, made and entered into this September 19, 2025 between Jeremiah Lynn, hereinafter called “Employee,” and Pine Grove Area School District, hereinafter called “Employer.”

It is agreed by and between Employee and Employer that said Employee shall under the authority of the Employer and its successors; serve as an employee in the said school district for a period of 260 days per year.

Work Year:

Based on a 260-day work year. Minimum of 8.0 hours per day. (30 minute unpaid lunch – two 15 minute paid breaks).

The following are to be recognized as paid holidays:

- | | |
|-------------------------------|-----------------|
| Labor Day | New Year's Day |
| Thanksgiving | Presidents' Day |
| Friday after Thanksgiving. | Good Friday |
| Monday after Thanksgiving | Memorial Day |
| Christmas | Fourth of July |
| First Workday after Christmas | |

If Presidents Day and/or Good Friday are used as a school make-up day; one flexible day will be substituted for any of the aforementioned days that were used as a school make- up day. The flexible day will be granted to the employee.

Leave:

All leave (July 1 – June30) will be pro-rated upon entry/exit from district employment.

Sick:

Twelve (12) days annually, cumulative without limit.

In order to encourage the best attendance possible, the employee will have the opportunity to sell back, up to five (5) current year sick days. The business administrator must be notified no later than June 15th of this intent. The rate for sell back will be \$75.00 per day. All district payments will be made into a 403(b) retirement program and must use the existing district vendor list.



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All Sick Leave is to be taken in no less than ½ day increments.

Employees shall be paid at the rate of sixty dollars (\$60.00) for each unused sick leave day accumulated at the time of retirement from the school district.

Vacation:

Years 1 – 5	10 days
Years 6 – 9	15 days
Years 10 and over	20 days

Personal:

The employee shall be granted four (4) personal days (24-hour notice is required & ½ day increments only). The employee can accumulate up to (6) personal days a year. Any personal days not used beyond the accumulated (6) in a year will be transferred to sick days.

Emergency:

The employee shall be granted one (1) emergency day per year. Employee will state in writing the purpose of the use of an emergency day (1/2 day increments only).

Health & Accident & Disability Insurance:

The Employer shall provide the Employee with the same Benefits agreed to in the most current AFSCME agreement.

Life Insurance:

\$40,000.00 – Same as AFSCME employees.

Salary:

The 2025-2026 annual salary of this agreement will be \$16.50 per hour. (\$16.50 per hour X 7.5 paid hours per day = \$123.75 per day X 260 total work days = \$32,175 per year.

This is a time clock position.

Upon the recommendation of the Business Administrator, the employee will be eligible for a hourly increase each July 1 equivalent to the negotiated AFSCME raise.

This contract shall continue in force year after year, unless terminated by the Employee and/or Employer or by written resignation presented sixty (60) days prior to desired date of termination, or by the Board of School Directors by official written notice presented to the Employee.



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*The probation period shall be three (3) months in length from the official start date. The probationary period can be extended by written agreement between the Employer and Employee for an additional period of up to three (3) months.

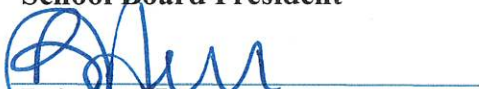
**For any other questions that arise about benefits not specifically covered in this agreement we will refer to the most current AFSCME Agreement.


Jeremiah Lynn (Employee)

9/29/25
Date


Dave Lukasewicz
School Board President

9/18/25
Date


Brittney Harner
School Board Secretary

9/18/25
Date

