



**YORK
SUBURBAN
EDUCATION
SUPPORT
PERSONNEL
ASSOCIATION**

AGREEMENT

BETWEEN

THE BOARD OF SCHOOL DIRECTORS

OF THE

YORK SUBURBAN SCHOOL DISTRICT

AND THE

**YORK SUBURBAN EDUCATIONAL SUPPORT
PERSONNEL ASSOCIATION (ESPA/PSEA/NEA)**

July 1, 2024 – June 30, 2028

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ARTICLE I. RECOGNITION

The York Suburban School District hereby recognizes the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) as the sole and exclusive employee bargaining representative for all full-time and regular part-time custodial employees, administrative assistants, teaching assistants, personal care assistants, instructional support aides, health room assistants, technology support staff, library aides, autistic support aides, and office aides in the York Suburban School District. Excluded from this Agreement are all management level employees, supervisors, first level supervisors, confidential employees, and guards as defined in the Public Employee Relations Act (Act 195), as determined by the Pennsylvania Labor Relations Board in the NISI Order of Certification, Case No. PERA-R-19-122-E.

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

ARTICLE II. DURATION

Unless otherwise provided herein, this Agreement, all of its provisions and appendices, shall become effective on July 1, 2024, and shall continue in effect until June 30, 2028, or until such later date as the two parties may hereinafter agree is to be the extended ending date. Any such extended date shall be evidenced by an amendment to this Agreement to which amendment both parties shall signify their approval by affixing their signatures thereto.

Notwithstanding the foregoing, however, this Agreement shall not become effective unless and until it is:

- A.** Ratified by a majority of the members of the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) for whom the Association is the bargaining agent, voting at a meeting duly called for such a purpose. Minutes of the meeting shall be provided as evidence of a majority vote.
- B.** Approved by the Board of School Directors of the York Suburban School District by resolution duly adopted at a public meeting.

Upon written notice to the other party, any time after November 30, 2027, either party may request the opening of negotiations for a new contract. Within twenty (20) days after receipt of such notice, the parties shall meet to schedule negotiation sessions for the new collective bargaining agreement. Both parties agree that if a collective bargaining agreement between parties has not been reached by February 24, 2028, mediation shall be called for by the Pennsylvania Bureau of Mediation in accordance with Act 195 as changed by Act 88 of 1992 which amended the School Code.

ARTICLE III. SCOPE OF AGREEMENT

The parties agree that all negotiable items have been considered during negotiations leading to this Agreement and, therefore, agree that negotiations will not be reopened on any item, whether contained herein or not, during the term of this Agreement.

ARTICLE IV. PUBLICATION AND DISTRIBUTION OF AGREEMENT

The York Suburban School District shall be responsible to distribute a copy of the Agreement to every member of the Bargaining Unit no later than twenty (20) days after the signing of this Agreement. The Agreement shall be distributed via email and posted electronically on - the District Google Drive to be accessible to all members.

ARTICLE V. STRIKE PROHIBITION

Both parties agree to faithfully abide by the provisions of Pennsylvania Public Employee Bargaining Law, Act 195.

As a condition of the various provisions of the Agreement to which the parties have agreed, the bargaining agent pledges that members of the bargaining unit will not engage in a strike (as that term is defined in Act 195) during the term of this Agreement, and the employer pledges that it will not conduct, or cause to be conducted, a lock out during the term of this Agreement.

ARTICLE VI. DUES DEDUCTIONS

The York Suburban School Board agrees to the payroll deduction of dues for the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) and the Pennsylvania Educational Support Personnel Association under the following conditions:

- 1) Signed authorization cards (prepared by the York Suburban Educational Support Personnel Association) must be submitted to the business office on or before June 15 annually. Cards submitted after this date will not be honored unless the card is submitted for a new employee. These authorization cards must be as follows:

I hereby authorize the York Suburban School Board to deduct the amount of _____ (to be printed) _____ in twenty-four equal bi-weekly installments (July through June) in payment of my York Suburban Educational Support Personnel Association and Pennsylvania Educational Support Personnel Association dues for the _____ (to be printed) school year.

Signature in full

Date (Month-Day-Year)

- 2) No change will be made in the amount to be deducted throughout the school year.
- 3) The deduction will be made in eighteen (18) bi-weekly installments (October through June).
- 4) Checks will be issued bi-weekly by the York Suburban School Board to the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA).

ARTICLE VII. MANAGERIAL RIGHTS CLAUSE

Except as expressly agreed to otherwise in this Agreement, the determination and administration of school policy shall include but shall not be limited to such areas of discretion or policy as the functions and programs of the public employer, standards of service, its overall budget, utilization of technology, the organizational structure and selection and direction of personnel including but not limited to the right to hire, promote, discharge or discipline, to relieve employees from duty for lack of work or other legitimate reasons, transfer, temporary lay-off, furlough, and/or reduction of hours. The operation and management of schools and the direction of the employees are vested exclusively in the York Suburban Board of School Directors and its delegated management personnel.

The York Suburban Educational Support Personnel Association recognizes the York Suburban School Board as the legally constituted body for the above purposes.

ARTICLE VIII. ASSOCIATION RIGHTS AND PRIVILEGES

A. Required Meetings or Hearings

Whenever any employee is required to appear before the board or any committee or member thereof concerning any matter which could adversely affect the condition of that employee in their office, position, or employment or the salary or any increments pertaining thereto, they shall be given prior written notice of the reason for such meeting or interview and shall be entitled to have a representative of the Association or legal counsel present to advise and represent them during such meetings or interviews. The board shall be given prior written notice of intent to have legal counsel represent the employee at said meeting or interview. The Board of School Directors shall also be entitled to have legal counsel present.

B. Use of School Buildings

The Association and its representatives shall have the right to use buildings at all reasonable hours for meetings. The principal of the building in question shall be notified in advance of the time and place of all such meetings.

C. Use of School Mail

The Association shall have the use of the inter-school mail facilities and school mailboxes on the same basis as other school-related groups.

D. Jury Duty

Employees shall be protected against loss of employment for time served on jury duty.

When an employee is notified of jury duty, the employee shall inform the Superintendent or designee. Employees called for jury duty shall normally be permitted to serve and will not be penalized in any way. They shall receive normal pay for the period of jury duty; however, the employee shall submit proof of payment for said duty within ten (10) business days upon receipt. The amount paid will be deducted from the employee's paycheck through regular payroll processing.

E. Notice of Vacancy/Transfer of Positions

Notice of an opening in a position shall be posted on the District website and emailed to all staff. The posted position shall not be filled until at least five days after the notice is posted. Consideration of an employee who has applied for the open position shall be based on the employee's seniority and qualifications. However, the final decision on the filling of the open position shall be solely that of the Superintendent.

The Superintendent shall determine whether or not any transfer which is made will be permanent. An employee with satisfactory performance in one position who requests and receives a transfer to another position where they prove unsatisfactory shall be given another available work assignment before being discharged for such unsatisfactory performance; however, this shall not preclude discharge for reasons unrelated to the nature of the duties of the position to which transfer was requested.

F. Probationary Period

There will be a 90-calendar day probationary period for all new employees, after which the rights and privileges of this contract will apply and membership in the York Suburban Educational Support Personnel Association will become available. Salary and benefits for employees on probation will begin immediately at the start of their employment and be provided during the 90-calendar day probationary period. However, personal leave and vacation cannot be taken during the probationary period. An evaluation will be completed at the end of the probationary period to determine satisfactory completion of the probationary period.

G. Seniority

“Seniority” means an employee’s length of continuous service in the same classification with the employer since their last date of hire.

Classifications shall be defined as custodian, maintenance mechanic, paraprofessional, administrative assistant, technology support, and health room nurse.

If an employee is laid off, they shall continue to accrue and maintain seniority for a period of two (2) years from the date of layoff.

The following shall constitute a break in service as referred to in this section: resignation, involuntary dismissal, failure to report within five (5) work days after recall to the employee’s same job classification (said notice of recall shall be made by certified mail), abandonment of position, and expiration of two (2) years seniority maintenance while on layoff. Such a break in continuous service shall constitute a loss in seniority.

H. Travel Allowance

Employees who are required to use their own means of transportation in the performance of their jobs will be reimbursed at the IRS mileage rate, providing such transportation is authorized by the Supervisor and carpooling is used whenever possible.

I. Severance Pay

- a)** Every custodian and full-time employee upon official retirement (Public School Employees Retirement System) from employment with the York Suburban School District after ten (10) consecutive years of such employment with the District and who provides a letter of resignation ninety (90) calendar days in advance of the specified date will receive severance pay based upon the following sliding scale:
 - i)** The first 120 accumulated unused sick leave days will be reimbursed at \$40 per day.
 - ii)** The next 50 accumulated unused sick leave days (121-170) will be reimbursed at \$45 per day.
 - iii)** The next 50 accumulated unused sick leave days (171-220) will be reimbursed at \$50 per day.
 - iv)** All unused sick leave days over 220 will be reimbursed at \$ 55 per day.
- b)** An employee who fails to submit a letter of resignation within ninety (90) calendar days before their last day of service but experiences extreme changes

in the status of their health and/or other extreme circumstances which occur between the deadline and the end of the same school year may, in writing, request a waiver of the deadline requirement. It is the school board's exclusive right to decide to grant or deny the request for a waiver of said provision.

- c) Every other part-time employee upon retirement from employment with the District after ten (10) consecutive years of such employment with the District and who provides a letter of resignation ninety (90) calendar days in advance of the specified date, will receive twenty-five (\$25.00) dollars for each unused sick leave day up to a maximum of three hundred (300) days. Qualification for this benefit requires superannuation from Pennsylvania State Retirement System.
- d) The District contribution of the severance pay shall be deposited into a 403(b) account established by the employee. A 403(b) account must be established prior to separation from service. The employee will forfeit this benefit if they fail to establish this account. This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee account in the next subsequent year up to Section 415 limits.

For administrative convenience, all District contributions into 403(b) accounts under this agreement shall be deposited into qualified 403(b) accounts for each eligible employee with a vendor selected by the District, who shall be responsible for administering such programs.

The design of this Agreement was intended to provide significant tax savings to the District and to the employees of the District by depositing amounts hereunder directly into a 403(b) program, while permitting the employees to exercise investment control over the accounts until employees elect to withdraw amounts from the accounts.

- e) Retired employees who become annuitants of the Public School Employees Retirement System may choose to continue their medical insurance, provided in Article XV.A., with the School District, provided the group carrier approves such continuation. They will pay the full COBRA rate plus 2% administrative fee. This benefit will terminate when the retiree reaches age 65 or until they are eligible to be covered by another plan, whichever first occurs.
- f) In the event of the death of a retired employee, the remaining amount in the 403(b) will be paid to their beneficiary.

J. Layoffs

In the event that a layoff of employees becomes necessary for any reason, the District shall lay off employees in the inverse order of their seniority classification.

When an employee is laid off due to a reduction in the work force, they shall be permitted to exercise their seniority rights to replace an employee with less seniority within the same job classification.

When employment positions reopen or vacancies occur after a layoff, employees shall be rehired on the basis of seniority, provided that those recalled have the qualifications to perform the available work and that they accept the work in their classification where the vacancy exists. Furthermore, if any such laid off employee fails to accept a re-employment offer within fifteen (15) calendar days after the mailing of a written notice to the last known address of said employee, the employee shall lose all rights, under this paragraph, to be rehired.

K. Extra-Curricular Opportunities

District employees will be offered game help opportunities. If there are no internal applicants before each season, the Administration will seek external applicants. To the extent that any existing District employee does work in this capacity, such hours will not be included or considered for purposes of overtime pay or healthcare benefits eligibility.

ARTICLE IX. TUITION REIMBURSEMENT: GROW YOUR OWN

A. Tuition Reimbursement

Employees who work thirty (30) hours or more a week may receive tuition reimbursement for coursework related to the employee's current job responsibilities or toward a future career in the field of education.

Courses must be taken through an accredited college or university toward a terminal degree or certificate or toward continuing education courses to maintain a license or certification needed for their position. A maximum of nine (9) credits may be taken per fiscal year.

Interested employees will meet with the Superintendent or designee to discuss/develop a plan for course work prior to any course approval which the employee would like reimbursement. This plan shall be approved by the Superintendent or designee before any courses begin which the employee desires reimbursement.

All coursework/credits must be pre-approved at least two weeks in advance by the Superintendent or designee.

The District will have the final authority in approving coursework applications and those decisions are not subject to the grievance procedure.

Employees will receive 100% tuition reimbursement for an earned grade of a B or higher, 50% tuition reimbursement for an earned grade of C and 0% tuition

reimbursement for an earned grade less than a C. Tuition reimbursement shall not exceed the going rate at York College.

B. Tuition Reimbursement Payback

In the event that an employee leaves employment of the District for any reason other than retirement, including disability retirement, death, being certified by a qualified physician as being fully disabled (physically or mentally), suspension or termination through no fault of their own, or any unique circumstance deemed appropriate by the superintendent, the employee shall repay the District any credit reimbursements received during the final twenty-four (24) months of the employee's active employment at 100% for the first twelve (12) months and fifty percent (50%) for the second twelve (12) months. The twenty-four (24) month period begins on the date of the course reimbursement.

C. Continuing Education Credits/Certification

Employees who are required to complete continuing education courses in order to maintain their license or certification shall be eligible to have up to \$250.00 of the cost of such continuing education reimbursed by the District. The administration reserves the right to reimburse additional cost above this amount. Continuing education requests will be submitted to the Superintendent or designee at least two weeks prior to the course start date for approval. Reimbursement will occur upon submission of the following information to the Superintendent or designee:

1. Satisfactory documentation of the continuing education, certification, or license requirement to complete continuing education credits to maintain the license or certification.
2. Satisfactory documentation regarding the courses to be reimbursed.
3. Satisfactory documentation regarding payment for such courses.

ARTICLE X. PAY PROCEDURE

The York Suburban School Board agrees to pay all members of the bargaining unit bi-weekly for hours worked.

Employees shall receive their pay on alternate Fridays unless Friday falls on a bank holiday in which case the Business Office will adjust accordingly.

All new employees must enroll in direct deposit.

ARTICLE XI. WORK YEAR/HOURS OF WORK

A. Work Year

The work year for each classification shall be as follows:

CLASSIFICATION	DAYS WORKED (including holidays)
Administrative Assistants (12 mos.)	254
Administrative Assistants to the Principal (10 mos.)	207
Paraprofessionals (10 mos.)	182
Attendance Administrative Assistants (FT & PT) (10 mos.)	188
Custodians (12 mo.)	260
Health Room Nurses (10 mos.)	191
Technology Support (12 mos.)	260
Maintenance Mechanics (12 mos.)	260

By July 1st, all work schedules will be set and accessible through the District Human Resources Information System.

B. Elementary Administrative Assistants Work Year

All new Elementary Administrative Assistants to the Principals hired on or after July 1, 2024 will work twelve (12) months per year, consistent with Administrative Assistants to the Principals at the secondary level. Grandfathered Administrative Assistants to the Principals choosing a work year of ten (10) months shall work one-hundred five (105) hours during the summer months of June, July, and August to be mutually agreed upon by the principal and employee with a flexible or remote option based on the building's needs.

C. Regular Hours of Work

1. The normal work day for custodial and maintenance mechanic staff shall be as follows:
 - a) **First Shift:** The work day shall be eight (8) hours in length with an unpaid lunch period of one-half hour (which shall be duty-free except in cases of emergency), as determined by the Director of Facilities or designated alternate. A fifteen-minute break will be permitted during the first four (4) hours of work and a similar break will be permitted during the second four (4) hours of work. Anyone whose work day begins on or before 11:30 AM. shall be considered on the first shift.

- b) **Second Shift:** The work day shall be eight (8) hours in length with an unpaid lunch period of one-half hour (which shall be duty-free except in cases of emergency). Anyone whose work day begins after 11:30 AM shall be considered on the second shift. A fifteen-minute break will be permitted during the first four (4) hours of work and a similar break will be permitted during the second four (4) hours of work.
2. The normal work day for all assistants, paraprofessionals, and technology support staff shall be as follows:
- a) **Part-time:** Regular part-time employees, as used in this Agreement, shall mean an employee regularly assigned by the employer to render services for a term not to exceed an average of thirty (30) hours per week.
 - b) **Full-Time:** Regular full-time employees, as used in this Agreement, shall mean an employee regularly assigned by the employer to render services for a term of at least an average of thirty (30) or more hours.
 - c) The Administration shall have the discretion to establish and modify summer work hours. Schedules for summer hours shall be communicated no later than April 1. No loss in salary shall occur as a result of the modified summer work week.

D. Overtime

Time and one-half the regular hourly rate of pay shall be paid for any hours worked beyond the normal forty (40) hour work week. Overtime pay shall be paid at the rate of the shift being worked. Approved paid leave (e.g. vacation, personal leave, sick days) counts as time worked for purposes of calculating overtime.

If an employee is required to work on a Sunday or holiday, they shall be paid double of the employee's regular hourly rate of pay for all such hours worked.

If an employee is called from their home to perform work in addition to the regular number of hours per day for which they are scheduled, they shall be guaranteed a minimum of two (2) hours of such additional work; provided, however, that in no event shall an employee be guaranteed any minimum number of hours where they are called or asked to perform such additional work immediately preceding the commencement or immediately subsequent to the conclusion of their regular work day. In all cases, the employee shall be paid at the applicable rate for work performed under the terms of this Agreement.

E. Lunch Period

Regular hours of work for any shift shall be consecutive, except that they may be interrupted by a meal period.

All full-time employees shall receive a one-half (1/2) hour, duty free, unpaid lunch at a time designated by their supervisor with the exception of the administrative assistant classification of employees.

All full-time administrative assistants are entitled to a minimum of a thirty (30) minute duty-free lunch not to exceed one (1) hour.

Employees entitled to an unpaid lunch may leave the premises during said lunch period.

F. Training

Each paraprofessional subject to Chapter 14 hours shall complete twenty (20) hours of mandated training during the scheduled professional development days throughout the year, as assigned and scheduled by the building principal(s). These hours are inclusive of Article XI: Work Year, Section A.

ARTICLE XII. LEAVES OF ABSENCE

A. Informing the Employer

On each day when an employee will be absent, they must inform the Supervisor or designated alternate of their intended absence not less than one (1) hour prior to the commencement of their regularly scheduled work day or their pay for that day will be deducted.

B. Courtesy Leave Day

One day of courtesy leave (without loss of pay) will be granted to all custodians and twelve (12) month full-time individuals on recognized religious holidays. These days are to be granted to staff members who do not recognize the religious holidays normally accounted for in the regular school calendar. These days will be granted at the discretion of the Superintendent.

C. Bereavement Leave/Funeral Extension Leave

1. Whenever an employee shall be absent from duty because of a death in the extended immediate family of said employee, including miscarriage, there shall be no deduction in salary of said employee for an absence not in excess of five (5) school days. These days may be non-consecutive but must occur within a given calendar year. Members of the extended immediate family shall be defined as child, stepchild, spouse or any person with whom the employee has made their home.
2. Whenever an employee shall be absent from duty because of a death in the immediate family of said employee, there shall be no deduction in salary of said employee for an absence not in excess of four (4) school days. These days

may be non-consecutive but must occur within a given calendar year. Members of the immediate family shall be defined as father, mother, brother, sister, parent-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, step-parents, or near relative who resides in the same household.

3. Whenever an employee is absent because of the death of a near relative or the near relative of a spouse, there shall be no deduction in the salary of said employee for absence on the day of the funeral. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, grandparent-in-law, brother-in-law, or sister-in-law.
4. One (1) of the above days may be used for absence for the funeral of a near relative or near relative of a spouse. (Near relative is defined according to Article XII.D.) This day can only be used if the funeral is over 100 miles away from the center of York, Pennsylvania.

D. Family Sick Leave

An employee is entitled to use ten (10) of their accumulated sick leave days per year for illness in the family. (The family shall be defined as father, mother, brother, sister, son, daughter, spouse, parent-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, step-parents, step-children, or near relative, or any person with whom the employee has made their home.) A near relative shall be defined as cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law.

E. Child Bearing/Child Rearing Leave

Employees of the bargaining unit will be granted the same child bearing/child rearing leave as is granted to the professional employees of the District which includes a disability leave (using sick leave days for the period of time a physician certifies that the employee is unable to perform their duties), a leave under the provisions of the Family/Medical Leave Act, and an unpaid maternity leave to be determined by the Board of Directors upon request. The employee is responsible for the full cost of medical and dental insurance premium during the extended unpaid leave of absence following the FMLA.

F. Personal Leave

All full-time administrative assistants will be eligible for three (3) days of personal leave per year. All other employees working twenty-five (25) hours or more per week will be eligible for two (2) days of personal leave per year. Employees with ten (10) consecutive years of employment or more with the district will be eligible for three (3) days of personal leave per year. Employees working less than the total annual days for the position will receive prorated personal days based on the percent of days employed. The following regulations will apply:

1. Three (3) days' notice of intent must be given.
2. Ten percent (10%) of the bargaining unit, but in no event more than three (3) members of the classification in each building, may have personal leave on the same day with the exception in the classifications of technology support and administrative assistant. Appropriate coverage in each building or classification in the areas of Technology Support and Administrative Assistant must occur by assuring at least one member of the bargaining unit is working each day the District is open.
3. Up to four (4) personal days may be rolled forward to allow employees receiving two (2) or three (3) personal days to accumulate six (6) or seven (7), respectively. Unused days at the end of the year exceeding four (4) days shall roll over into the employee's accumulated sick leave bank.
4. When the quota of personal leave days has been filled, special permission by the Superintendent will be given beyond the quota if it is a critical purpose and if the member of the bargaining unit has personal leave days remaining.

Use of personal leave days for extenuating circumstances will be granted for such reasons, including but not limited to, the following:

- a. Illness or surgery in the immediate family (immediate family as defined under the Public School Code);
 - b. Funeral service of close personal friend;
 - c. Maternity emergency for spouse, surrogate, or domestic partner;
 - d. Extension of time in case of death in the family beyond the time provided by law;
 - e. Religious holidays as outlined by the Pennsylvania Department of Education;
 - f. Oral exam in graduate school (i.e., defense of thesis or entrance into graduate program);
 - g. Attending the graduation ceremony for oneself, spouse, child or step-child;
 - h. Subpoenaed to appear in a court of law or other legally constituted body;
 - i. Catastrophic damage to real or personal property;
 - j. Delayed travel;
 - k. College freshman move-day for parent(s); or
 - l. Daycare closure.
5. Unless permission is granted for critical purposes, personal leave days may not be taken during the period of one (1) week prior to the first mandatory staff day. In addition, personal leave may not be taken one (1) week prior to the last staff day of each school year for only the paraprofessional classification. Said denial is not subject to the grievance procedure.

G. Association Leave

A total of six (6) days for each contract year will be allowed the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) officers and/or representatives for official business; officers of the Association may take up to two (2) additional unpaid days for Association business. The School District will hire the necessary substitutes for the said employees, and the School District will be reimbursed by the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) for the cost of the replacements for the paid days.

H. Sick Leave Days

On the opening day of the work year, each twelve-month employee shall be credited with twelve (12) days of sick leave allowance. Ten-month employees shall be credited with ten (10) days of sick leave allowance. Part-time employees shall receive five (5) days. Employees working less than the total annual days for the position will receive prorated sick days based on the percent of days employed. The unused portion of such allowance shall accumulate from year to year without limitation. Absences beyond the accumulated days in any one (1) year shall be deducted as follows:

1. Ten (10) days at one-half deduction with this provision being available once during an employee's career at York Suburban.
2. Full deduction beyond this point.
3. An employee may use sick leave as needed per day with a minimum of one (1) hour and then in quarter hour-fifteen (15) minute increments, thereafter as needed.
4. Extended Illness or Injury – In cases of extended illness or injury of the employee, an employee may use earned vacation or personal days in addition to, using accumulated sick leave provided: (a) this request is made in writing to the Superintendent, and (b) that the injury, in an injury-related absence, was not sustained while the individual was involved in remunerative work not related to the School District.
5. Donation of Sick Leave – Employees may voluntarily donate up to the equivalent of three (3) days, not to exceed a total of twenty-four (24) hours of personal, sick or vacation time in half-day (4 hour) increments per year to another support personnel employee who has exhausted all leave due to accident or illness. The total of twenty-four (24) donated hours may include not more than eight (8) hours of sick leave and not exceed the equivalent hours of three (3) days of the employee to receive said days (5 hr/day X 3 = 15 hours). These days may only be used as additional sick days. The YSESPA shall be responsible for administering this provision and shall provide periodic reports to the business office, upon request.

An employee must provide a note from a physician denoting the need for absence from work for any absence of three (3) or more consecutive work days or where abuse is suspected.

I. Unpaid Leaves of Absence

An employee who is unable to work because of personal illness or disability and who has exhausted all sick leave available may be granted a leave of absence without pay for a period of one (1) year beginning with the first day of absence. The employee is responsible for the full cost of medical and dental insurance premium during the extended unpaid leave of absence.

J. Notification of Accumulation of Sick Leave

Employees have continuous access to all leave through the employee portal.

ARTICLE XIII. WORK-RELATED INJURIES - ABSENCES, WAGES AND BENEFITS

A. Definition

Employment-related injuries are those which occur while the employee is performing authorized duties for the York Suburban School District and as a result of which they are injured/disabled as determined by a decision issued under the operation of the Workers' Compensation Program. They will be paid Workers' Compensation benefits as provided by the applicable Workers' Compensation regulations.

B. This will be handled pursuant to Workers' Compensation Law and District policy.

C. Absences

An employee shall follow established procedures for reporting absence from duty. An employee unable to report for duty shall notify their immediate supervisor prior to the opening of the regular hours of duty or the evening before. An employee injured while performing their job duties should report their injury to their immediate supervisor within twenty-four (24) hours.

D. Wages and Benefits

Any combination of Workers' Compensation benefits and sick leave shall represent no gain or loss of earnings for the employee.

Days of absence due to injury on the job and while awaiting acceptance of the claim by the District's Workers' Compensation carrier will be charged, if available, against the employee's accumulated sick leave. If the Workers' Compensation carrier accepts the claim, the number of sick leave days lost from the first day of absence due to a work-related injury will be restored to the employee's cumulation of sick leave time. If an employee has no sick leave available, the days lost due to a work-related injury will be deducted from their pay. If the Workers' Compensation carrier accepts the claim, salary deducted for days lost due to the work-related injury will be paid. In the event the Workers' Compensation carrier rejects the claim, the employee's lost time will be deducted from available sick leave. If the Workers' Compensation carrier discontinues payment of the claim, time lost from the rejection date forward will be deducted from sick leave.

Benefits such as sick leave, vacation days, insurance coverage, and personal leave shall accrue to the employee as though they worked during the period of absence due to employment-related injury. After one (1) year of absence, the continuation of benefits will be reviewed by the board.

ARTICLE XIV. PAID HOLIDAYS AND VACATION

A. Paid Holidays

The following holidays shall be granted with pay to twelve-month employees: July 4, Labor Day, Thanksgiving Day and the day following, Christmas Eve, Christmas Day and the day following, New Year's Eve, New Year's Day, Martin Luther King Jr Day, Good Friday, Memorial Day, and Juneteenth.

If an employee takes a sick day the day prior to or the day following the holiday, the employee is disqualified from receiving holiday pay.

The following holidays shall be granted with pay to ten-month employees:

Christmas Day
New Year's Day
Martin Luther King Jr Day

If the holiday falls on a Saturday or Sunday, it shall be observed proceeding Friday or following Monday as directed by the Superintendent in accordance with the school calendar.

B. Vacation

Effective July 1, 2024, all full-time twelve (12) month employees shall be entitled to vacation days.

Following the completion of 90-days of employment, vacation days will be as follows:

Number of Years	Number of Days
0-4	10
5-11	15
12+	20

If an employee begins after July 1, vacation days will be prorated.

An employee who resigns in good standing with at least two (2) weeks of written notice to their supervisor or is terminated by the District through no fault of their own, may receive payment for any unused accrued vacation days.

An employee who resigns and has used vacation days that have not been earned will be required to pay back the unearned vacation days via a payroll deduction.

Employees hired prior to July 1, 2024, have accrued vacation time in the year prior. They are entitled to their full accrued vacation upon resignation or retirement.

ARTICLE XV. INSURANCE PROTECTION

A. Health Benefits

1. The District will make available to full-time members of the bargaining unit single, two-person or family insurance. The employee contribution for medical and/or dental insurance will be 10% of the total cost of the medical and dental coverage to the employer.
2. The District will offer a Qualified High Deductible Health Plan with a Health Savings Account (HSA). Beginning July 1, 2024, the District will offer the Highmark Choice Blue Qualified High Deductible Health Plan with a Health Savings Account (HSA). Education regarding the Highmark Choice Blue Plan and the Health Savings Account will be provided in the Fall of 2024 and continued as requested by the Association.
3. The deductible for said plan is \$1,600 for single coverage and \$3,200 for family (two or more eligible persons). Fifty percent (50%) of the contribution from the Employer will be deposited into the HSA account the first pay of July of the

plan year. The remainder of the Employer contribution will be deposited no later than the end of December of the same year. Employee contributions into the HSA are voluntary and cannot exceed the IRS maximums established for each plan year.

Year	Employer Contribution
2024-25	85%
2025-26	85%
2026-27	85%
2027-28	85%

In addition to the Employer HSA contribution listed above, employee contributions may be made into an employee’s HSA account at any time during the plan year via Employer payroll deductions, in-person deposits with the HSA account administrator, or via other means. All employee HSA contributions are voluntary and must be made in compliance with applicable law. Employee contribution amounts may be changed during the plan year at the employee’s request.

If the IRS changes the minimum deductible requirements for the QHDHP, the Employer will make HSA contributions equivalent to 85% of the minimum deductible amount in 2025, 2026, 2027, and 2028, respectively.

B. Spousal Surcharge and Spousal Exclusion

In addition, employees shall pay \$150/month for spousal coverage for a non-YSSD spouse if the spouse has coverage available through their employment.

The spouse of an employee will not be eligible for employer provided health care coverage while the spouse is also eligible for coverage through any of the following employers:

- a. Commonwealth of Pennsylvania;
- b. Any public school, intermediate unit, cyber or charter school.

C. Spouses Employed by the District

Spouses employed in the District shall have one plan and one HSA; however, the employee not having a separate plan or not having a separate HSA contribution would be entitled to the opt out payment.

D. Qualifying Event

Changes to insurance benefits may be made within thirty (30) days for a qualifying event. The following events are considered a qualifying event:

- A. Getting married or divorced
- B. Having a baby or adopting a child
- C. Death in the family

E. Dental Benefits

Dental maximum benefits are \$1,500 per year.

F. Vision Benefits

Effective July 1, 2024, the employer shall pay the full premium required to provide vision care for employees eligible for benefits, and their dependents, minus a ten (10%) premium share contribution. The employer shall enroll all employees of the bargaining unit regardless of other insurance coverage. The insurance shall be purchased through the PSEA Health and Welfare Fund in accordance with Appendix H. However, the plan carrier is at the discretion of the District as long as the benefits are comparable and mutually agreed upon.

G. Opt-Out of Health Care Coverage

The District will annually provide an opt-out for members having other health insurance and who indicate their desire to withdraw from District coverage. Members choosing this option will receive \$2,000 per year according to the payroll schedule in lieu of District health coverage and will not be eligible to rejoin the District plan for one calendar year (January to December) unless they can provide proof of loss of other insurance for the following reasons:

1. Termination of the other coverage (including exhaustion of COBRA benefits);
2. Cessation of company contributions toward the other coverage;
3. Legal separation or divorce;
4. Termination of other employment or reduction in number of hours of other employment; and/or
5. Death of covered person.

Electronic forms will be provided to employees each year, and the forms must be returned during the Health Care Open Enrollment period to be eligible for the opt-out in that year.

H. Term Life Insurance

Premiums on a term life insurance policy with a face value of \$35,000 will be paid for each custodian, maintenance mechanic, administrative assistant, technology support,

full-time paraprofessionals, and full-time health room nurses of the bargaining unit.

Premiums on a term life insurance policy with a face value of \$25,000 will be paid for each part-time paraprofessional employed twenty (20) hours or more and part-time health room assistants of the bargaining unit.

At no time shall the District be considered a self-insurer. The District's only obligation is payment of premiums for coverage. Coverage is subject to the operating guidelines and procedures of the insurance provider.

I. Disability Insurance Benefits

Disability insurance benefits will be paid for a maximum of eighteen (18) months to those members of the bargaining unit who have been employed by the District for at least five (5) years prior to becoming disabled as a full-time custodian, maintenance mechanic, administrative assistant, technology support, full-time paraprofessional, and full-time health room nurse. Benefit stipulations are as follows:

- a. 66.67% of covered monthly earnings up to \$2,500 per month. Covered monthly earnings are those generated by regular scheduled work weeks.
- b. Duration of the benefit is to the Social Security Normal Retirement Age.
- c. Benefits will commence ninety (90) days after the last day of work, or the expiration of accumulated sick leave, whichever is greater.

The Board may require a physical examination by a doctor of its choice to determine disability status, the expense to be paid by the Board. For the purposes of this provision, the term "disability" shall mean that the employee is incapable of performing substantially all of their duties.

York Suburban benefits will be offset by a percentage of any pay an employee receives for work performed for rehabilitative purposes.

Employees unable to report for work because of illness must notify the Supervisor or designated alternate.

Effective for the 2024-2025 school year, the District shall make available a payroll slot for the deduction of participation in the short-term and long-term disability benefits through PSEA Health and Welfare Plan. These disability benefits shall be completely voluntary and at the expense of the employee.

J. Flexible Spending Accounts - Section 125 Plans

The employer shall continue to provide a limited purpose Flexible Spending Account and a dependent care Flexible Spending Account for employees.

The employer will maintain an IRS Section 125 plan to allow the applicable employee participation payments to be deemed pre-tax deductions and to assure that the incentive payments provided in this section shall not affect the non-taxability status of the medical insurance benefits provided herein.

K. Benefits for Part-Time Employees

For part-time employees hired on or before August 31, 2021 and grandfathered into the District medical and dental plans , working twenty (20) hours or more, shall be the same as full-time employees as defined in Article XV Insurance Protection.

ARTICLE XVI. PROCEDURE FOR ADJUSTMENT OF GRIEVANCES

The parties agree that grievances which arise out of the interpretation of this Agreement shall be resolved in accordance with the grievance procedure in Appendix A.

ARTICLE XVII. WAGES

The wage scale is presented in Appendix B.

ARTICLE XVIII. SEPARABILITY

In the event any provision of this Agreement is found to be inconsistent with existing Federal or State statutes, the provision of such statutes will prevail; and if any provision herein is found to be invalid and unenforceable by a court of law or any other authority having jurisdiction, only those provisions will be considered void, and all other valid provisions will remain in full force and effect.

APPENDIX A
GRIEVANCE PROCEDURE

PURPOSE: In the event of a dispute or difference, the parties hereto shall continue to transact and carry on their business in the same manner as at the time of the arising of the question or questions in the dispute until a settlement is reached through the grievance and arbitration procedure provided in this article.

SECTION I. DEFINITIONS

- A.** The word grievance, as used in this Agreement, shall mean a charge by a member or members of the bargaining unit that there has been a violation or misinterpretation of the terms of this Agreement or an arbitrary or discriminatory application of school policy.
- B.** The term “day” shall mean business day.
- C.** A “complaint” is a dissatisfaction by an employee, or group of employees, related to a condition of this Agreement, that can be resolved by mutual consent or that terminates due to failure of the employee to formally sign a grievance form.
- D.** As “association representative” shall be defined as an employee of the York Suburban School District who is appointed by the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA) for the purpose of representing the association in the process of a grievance. An association representative shall be designated by the York Suburban Educational Support Personnel Association for each building in the School District and shall function as the association representative for that building.

SECTION II. SUBMISSION OF GRIEVANCE

- A.** Before submission of a written grievance, the aggrieved party shall attempt to resolve it informally.
- B.** Each grievance shall be submitted in writing on a form approved by the School Board and shall:
 - 1. identify the aggrieved party;
 - 2. identify the provision of this agreement involved in the grievance;
 - 3. identify the time when and the place where the alleged events or conditions constituting the grievance existed;
 - 4. identify the person responsible for causing such events or conditions; and
 - 5. submit a general statement of the grievance and redress sought by the aggrieved party.

- C. A grievance shall be deemed waived unless it is submitted within the time limits established in this Agreement. The aforementioned will carry with it no right to appeal.

- D.
 - 1. A member of the bargaining unit may submit a grievance which affects them personally and shall submit such grievance as indicated in this Agreement.
 - 2. The organization may submit a grievance.
 - 3. The Superintendent of Schools may present management grievances to the President of the York Suburban Educational Support Personnel Association (ESPA/PSEA/NEA). A meeting shall be arranged within 20 days, by the president of the Association, or the grievance shall go to binding arbitration. The 20-day period may be waived by mutual agreement between both parties.

SECTION III. PROCEDURE FOR ADJUSTMENT OF GRIEVANCES

Grievances shall be presented and adjusted in accordance with the following procedures:

The parties to this Agreement agree that an orderly and expeditious resolution of grievances arising out of the interpretation of the terms of this Agreement shall provide for a step process which is described in the following paragraphs.

A. Informal Conference

A complaint should first be discussed with the Administrator/Immediate Supervisor within five (5) days of the occurrence, with the object of resolving the matter informally:

- 1. By a member of the bargaining unit in person on their own behalf; or
- 2. By the Association Representative in the name of the Association.

Step 1

In the event the matter is not resolved informally, the grievance stated in writing, on a form provided by the employer, may be lodged with or submitted to the Administrator/Immediate Supervisor within five (5) days following the informal conference. The written grievance shall be signed by the aggrieved person.

- A. The grievance may be lodged and thereafter discussed with the following personnel:
 - 1. By the aggrieved member of the bargaining unit in person on their own behalf; or
 - 2. By the Association Representative in the name of the Association.

- B. The grievance is considered resolved if the aggrieved so advises the above specified personnel in writing on a form provided by the employer.

Step 2

Within five (5) days after receiving the decision of the Administrator/Immediate Supervisor if the dispute remains unresolved, the grievance may be submitted to the Superintendent of Schools. Participants at this step shall be given at least two (2) days' notice of the conference. At this conference, the grievant may be represented by a YSESPA representative or by counsel, provided that when the grievant is to be represented by counsel, the Superintendent is notified at least five (5) days in advance and may likewise have counsel in attendance.

- A. Within ten (10) days after receiving the grievance, the Superintendent shall communicate their recommendations, in writing, together with supporting reasons, to either the member of the bargaining unit or the Association Representative, depending upon the manner in which the grievance was lodged in **Step 1, Paragraph A** above.

Step 3

Within ten (10) days after receiving the recommendation of the Superintendent, and if the dispute remains unresolved, the grievance may be submitted to the Board of School Directors.

- A. The Board of School Directors or a committee of the board shall meet in closed session and confer on the grievance with a view to arriving at a mutually satisfactory adjustment. Participants at this step shall be given at least two (2) days' notice of the meeting, and shall be those indicated in **Step 1, Paragraph A**.
- B. Within fifteen (15) days after receiving the appeal, the President of the Board of School Directors shall communicate the Board's decision, in writing, together with supporting reasons to the aggrieved.

Step 4

If the action in **Step 3** failed to resolve an alleged grievance based on a complaint that there has been a violation or misinterpretation of the provisions of this contract, the York Suburban Educational Support Personnel Association may, within five (5) days after receipt of the reply at **Step 3**, or in the absence of such reply, within five (5) days after such reply was due, refer the alleged grievance to arbitration as provided in Section 903 of the Act. In the event that the alleged grievance is not based on a complaint that there has been a violation or misinterpretation of this contract, the decision of the Board of School Directors in **Step 3** shall be final.

AT ALL STAGES WHERE GRIEVANCES ARE ADJUSTED, AN OPPORTUNITY MUST BE GIVEN FOR A REPRESENTATIVE OF THE BARGAINING UNIT TO BE IN ATTENDANCE.

Documents relating to a grievance will not become part of the employee's personal file and will remain confidential.

**YORK SUBURBAN SCHOOL DISTRICT
GRIEVANCE FORM
York Suburban Educational Support Personnel Association, PSEA/NEA**

**STEP I
(within five (5) days of informal conference)**

Building: _____

Date of Grievance: _____

Grievant(s): York Suburban ESPA on behalf of _____ and any other affected bargaining unit members

Area of Contract Violated (Article/Section):

1. Article ____
2. Article ____
3. Article ____
4. And any other applicable articles

Grievance Statement:

The District violated the Collective Bargaining Agreement when

_____ without just cause.

Relief Sought: The District shall make the grievant(s) whole, including but not limited to:

- 1.
- 2.
3. And any other relief as deemed appropriate by the arbitrator

Date of Informal Conference: _____

Administrator's/Immediate Supervisor's Decision/Rationale:

Administrator's/Immediate Supervisor's Signature: _____ Date: _____

(Within five (5) days of Administrator's/Immediate Supervisor's Decision)

Reply Acceptable: _____ Date: _____
Signature of ESPA

Appeal to Step II: _____ Date: _____
Signature of ESPA

**YORK SUBURBAN SCHOOL DISTRICT
GRIEVANCE FORM
STEP II**

Superintendent's Decision/Rationale: _____

Superintendent's Signature: _____ Date: _____

(Within ten (10) days of Superintendent's Decision)

Reply Acceptable: _____ Date: _____
Signature of ESPA

Appeal to Step III: _____ Date: _____
Signature of ESPA

**YORK SUBURBAN SCHOOL DISTRICT
GRIEVANCE FORM
STEP III**

School Board's Decision/Rationale: _____

School Board President's Signature: _____ Date: _____

(Within five (5) days of Board's Decision)

Reply Acceptable: _____ Date: _____
Signature of ESPA

Appeal to Step IV: _____ Date: _____
(Arbitration) *Signature of ESPA*

**APPENDIX B
CLASSIFICATION AND WAGE SCHEDULES**

A. CLASSIFICATIONS

CG Code	Classification Group	Classification
SM1	Maintenance	Maintenance Mechanic
SC1	Custodian Level 1	Head Custodian
SC2	Custodian Level 2	Lead Custodian
SC3	Custodian Level 3	District Courier, Groundskeeper, Custodian
SS0	Support Level	Technology Assistant
SS1	Support Level 1	Technology Support
SH1	Support Level	Health Room Nurse
SS2	Support Level 2	Administrative Assistant
SS3	Support Level 3	Guidance Administrative Assistant
SS4	Support Level 4	Paraprofessional / Attendance Administrative Assistant

B. WAGES

Effective July 1, 2024, all employees will be placed on the appropriate wage schedule in Appendix C. Entry level or new hires shall be placed on step 1 of the appropriate wage schedule. . Exceptions to the Step 1 placement may be recommended by the Superintendent and approved by the Board of Education based on previous experience in a similar position or classification.

C. LONGEVITY PAY

All employees will be granted a ten cent (\$.10) per hour longevity payment based upon the following completed years of service in the York Suburban School District:

- a. after three (3) years;
- b. after five (5) years; and
- c. every five (5) years thereafter.

An employee's longevity shall be calculated in the following manner:

A year's service will be based upon twelve (12) months of employment and at least five (5) hours per day of work. When determining longevity payments, a half year (.5) or more will count as credit for one (1) year of service.

D. SUPPLEMENTAL FOR HEAD CUSTODIANS

Head custodians will receive the following supplemental amount during each year of the contract:

2024-2025	\$650.00
2025-2026	\$650.00
2026-2027	\$650.00
2027-2028	\$650.00

E. SUPPLEMENTAL FOR LEAD CUSTODIAN

The lead custodian at the High School and Middle School will receive the following supplemental:

2024-2025	\$350.00
2025-2026	\$350.00
2026-2027	\$350.00
2027-2028	\$350.00

F. LEVEL SHIFT DIFFERENTIAL

Any movement in a custodian’s responsibility of a higher-level custodian for 5 or more days, that custodian will receive \$1.00 per hour adjustment, per level.

G. SECOND SHIFT DIFFERENTIAL

For the duration of the contract, there will be a \$.35 per hour shift differential for shift changes from first and second shifts. The second shift differential will pay \$.35 more than first shift.

H. UNIFORMS

Custodial and maintenance mechanic members of the bargaining unit shall wear shirts as selected by the District, with input from the Association. Initially, the District shall provide up to six (6) shirts per employee. Thereafter, up to two (2) replacement shirts may be provided annually. Options for both long-sleeved and short-sleeved shirts will be provided.

I. SHOE ALLOWANCE

Initially, the District will reimburse custodians and maintenance mechanic employees up to \$100 towards the cost of purchasing District approved shoes appropriate to the workplace. Every year thereafter, the District will contribute up to \$100 towards the cost of purchase of a new pair of shoes. These shoes will be required to be worn

during working hours.

J. SPECIAL EDUCATION PARAPROFESSIONAL SUPPLEMENTAL STIPEND

Effective July 1, 2024, all special education paraprofessional employees assigned to autistic support, emotional support, intensive learning support, learning support, and/or personal care assistants (PCA) will receive the following supplemental stipend amount as an add-on to their hourly rate. Employees who receive the supplemental stipend will forfeit the stipend if they are reassigned or request a transfer to a regular education position.

If there is a mixed category classroom, the paraprofessional shall receive the greater of the two stipends. For example, if there is a mixed category classroom of emotional support and learning support, the paraprofessional shall receive the one dollar (\$1.00) stipend. However, the mixed category classroom adjustment does not apply to a personal care assistant (PCA). The PCA shall receive the PCA stipend regardless of classroom assignment.

Special Education Paraprofessional Stipends	
Emotional Support/Autistic Support	\$1.00/hr
Personal Care Assistant (PCA)	\$0.75/hr
Learning Support/Intensive Learning Support	\$0.50/hr

APPENDIX C1
WAGE SCHEDULES BY CLASSIFICATION

*The wage schedule base below does not include longevity pay, special education stipends, or shift differential.

Maintenance Mechanic (SM1)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$19.81	\$20.21	\$20.61	\$21.01
2	\$20.21	\$20.61	\$21.01	\$21.41
3	\$20.61	\$21.01	\$21.41	\$21.81
4	\$21.01	\$21.41	\$21.81	\$22.21
5	\$21.41	\$21.81	\$22.21	\$22.61
6	\$21.81	\$22.21	\$22.61	\$23.01
7	\$22.21	\$22.61	\$23.01	\$23.41
8	\$22.61	\$23.01	\$23.41	\$23.81
9	\$23.01	\$23.41	\$23.81	\$24.21
10	\$23.41	\$23.81	\$24.21	\$24.61
11	\$23.81	\$24.21	\$24.61	\$25.01
12	\$24.21	\$24.61	\$25.01	\$25.41
13	\$24.61	\$25.01	\$25.41	\$25.81
14	\$25.01	\$25.41	\$25.81	\$26.21

Head Custodian (SC1)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$18.43	\$18.83	\$19.23	\$19.63
2	\$18.83	\$19.23	\$19.63	\$20.03
3	\$19.23	\$19.63	\$20.03	\$20.43
4	\$19.63	\$20.03	\$20.43	\$20.83
5	\$20.03	\$20.43	\$20.83	\$21.23
6	\$20.43	\$20.83	\$21.23	\$21.63
7	\$20.83	\$21.23	\$21.63	\$22.03
8	\$21.23	\$21.63	\$22.03	\$22.43
9	\$21.63	\$22.03	\$22.43	\$22.83
10	\$22.03	\$22.43	\$22.83	\$23.23
11	\$22.43	\$22.83	\$23.23	\$23.63
12	\$22.83	\$23.23	\$23.63	\$24.03
13	\$23.23	\$23.63	\$24.03	\$24.43
14	\$23.63	\$24.03	\$24.43	\$24.83

HS Lead Custodian/MS Lead Custodian (SC2)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$17.68	\$18.08	\$18.48	\$18.88
2	\$18.08	\$18.48	\$18.88	\$19.28
3	\$18.48	\$18.88	\$19.28	\$19.68
4	\$18.88	\$19.28	\$19.68	\$20.08
5	\$19.28	\$19.68	\$20.08	\$20.48
6	\$19.68	\$20.08	\$20.48	\$20.88
7	\$20.08	\$20.48	\$20.88	\$21.28
8	\$20.48	\$20.88	\$21.28	\$21.68
9	\$20.88	\$21.28	\$21.68	\$22.08
10	\$21.28	\$21.68	\$22.08	\$22.48
11	\$21.68	\$22.08	\$22.48	\$22.88
12	\$22.08	\$22.48	\$22.88	\$23.28
13	\$22.48	\$22.88	\$23.28	\$23.68
14	\$22.88	\$23.28	\$23.68	\$24.08

Delivery/Groundskeeper/Custodian (SC3)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$16.43	\$16.83	\$17.23	\$17.63
2	\$16.83	\$17.23	\$17.63	\$18.03
3	\$17.23	\$17.63	\$18.03	\$18.43
4	\$17.63	\$18.03	\$18.43	\$18.83
5	\$18.03	\$18.43	\$18.83	\$19.23
6	\$18.43	\$18.83	\$19.23	\$19.63
7	\$18.83	\$19.23	\$19.63	\$20.03
8	\$19.23	\$19.63	\$20.03	\$20.43
9	\$19.63	\$20.03	\$20.43	\$20.83
10	\$20.03	\$20.43	\$20.83	\$21.23
11	\$20.43	\$20.83	\$21.23	\$21.63
12	\$20.83	\$21.23	\$21.63	\$22.03
13	\$21.23	\$21.63	\$22.03	\$22.43
14	\$21.63	\$22.03	\$22.43	\$22.83

Technology Assistant (SSO)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$26.80	\$27.20	\$27.60	\$28.00
2	\$27.20	\$27.60	\$28.00	\$28.40
3	\$27.60	\$28.00	\$28.40	\$28.80
4	\$28.00	\$28.40	\$28.80	\$29.20
5	\$28.40	\$28.80	\$29.20	\$29.60
6	\$28.80	\$29.20	\$29.60	\$30.00
7	\$29.20	\$29.60	\$30.00	\$30.40
8	\$29.60	\$30.00	\$30.40	\$30.80
9	\$30.00	\$30.40	\$30.80	\$31.20
10	\$30.40	\$30.80	\$31.20	\$31.60
11	\$30.80	\$31.20	\$31.60	\$32.00
12	\$31.20	\$31.60	\$32.00	\$32.40
13	\$31.60	\$32.00	\$32.40	\$32.80
14	\$32.00	\$32.40	\$32.80	\$33.20

Technology Support (SS1)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$19.81	\$20.21	\$20.61	\$21.01
2	\$20.21	\$20.61	\$21.01	\$21.41
3	\$20.61	\$21.01	\$21.41	\$21.81
4	\$21.01	\$21.41	\$21.81	\$22.21
5	\$21.41	\$21.81	\$22.21	\$22.61
6	\$21.81	\$22.21	\$22.61	\$23.01
7	\$22.21	\$22.61	\$23.01	\$23.41
8	\$22.61	\$23.01	\$23.41	\$23.81
9	\$23.01	\$23.41	\$23.81	\$24.21
10	\$23.41	\$23.81	\$24.21	\$24.61
11	\$23.81	\$24.21	\$24.61	\$25.01
12	\$24.21	\$24.61	\$25.01	\$25.41
13	\$24.61	\$25.01	\$25.41	\$25.81
14	\$25.01	\$25.41	\$25.81	\$26.21

Health Room Nurse (SH1)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$21.10	\$21.50	\$21.90	\$22.30
2	\$21.50	\$21.90	\$22.30	\$22.70
3	\$21.90	\$22.30	\$22.70	\$23.10
4	\$22.30	\$22.70	\$23.10	\$23.50
5	\$22.70	\$23.10	\$23.50	\$23.90
6	\$23.10	\$23.50	\$23.90	\$24.30
7	\$23.50	\$23.90	\$24.30	\$24.70
8	\$23.90	\$24.30	\$24.70	\$25.10
9	\$24.30	\$24.70	\$25.10	\$25.50
10	\$24.70	\$25.10	\$25.50	\$25.90
11	\$25.10	\$25.50	\$25.90	\$26.30
12	\$25.50	\$25.90	\$26.30	\$26.70
13	\$25.90	\$26.30	\$26.70	\$27.10
14	\$26.30	\$26.70	\$27.10	\$27.50

Administrative Assistant (SS2)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$18.33	\$18.73	\$19.13	\$19.53
2	\$18.73	\$19.13	\$19.53	\$19.93
3	\$19.13	\$19.53	\$19.93	\$20.33
4	\$19.53	\$19.93	\$20.33	\$20.73
5	\$19.93	\$20.33	\$20.73	\$21.13
6	\$20.33	\$20.73	\$21.13	\$21.53
7	\$20.73	\$21.13	\$21.53	\$21.93
8	\$21.13	\$21.53	\$21.93	\$22.33
9	\$21.53	\$21.93	\$22.33	\$22.73
10	\$21.93	\$22.33	\$22.73	\$23.13
11	\$22.33	\$22.73	\$23.13	\$23.53
12	\$22.73	\$23.13	\$23.53	\$23.93
13	\$23.13	\$23.53	\$23.93	\$24.33
14	\$23.53	\$23.93	\$24.33	\$24.73

Guidance Administrative Assistant (SS3)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$15.83	\$16.23	\$16.63	\$17.03
2	\$16.23	\$16.63	\$17.03	\$17.43
3	\$16.63	\$17.03	\$17.43	\$17.83
4	\$17.03	\$17.43	\$17.83	\$18.23
5	\$17.43	\$17.83	\$18.23	\$18.63
6	\$17.83	\$18.23	\$18.63	\$19.03
7	\$18.23	\$18.63	\$19.03	\$19.43
8	\$18.63	\$19.03	\$19.43	\$19.83
9	\$19.03	\$19.43	\$19.83	\$20.23
10	\$19.43	\$19.83	\$20.23	\$20.63
11	\$19.83	\$20.23	\$20.63	\$21.03
12	\$20.23	\$20.63	\$21.03	\$21.43
13	\$20.63	\$21.03	\$21.43	\$21.83
14	\$21.03	\$21.43	\$21.83	\$22.23

Attendance Administrative Assistant/Paraprofessional (SS4)				
Step	2024-2025	2025-2026	2026-2027	2027-2028
1	\$14.30	\$14.70	\$15.10	\$15.50
2	\$14.70	\$15.10	\$15.50	\$15.90
3	\$15.10	\$15.50	\$15.90	\$16.30
4	\$15.50	\$15.90	\$16.30	\$16.70
5	\$15.90	\$16.30	\$16.70	\$17.10
6	\$16.30	\$16.70	\$17.10	\$17.50
7	\$16.70	\$17.10	\$17.50	\$17.90
8	\$17.10	\$17.50	\$17.90	\$18.30
9	\$17.50	\$17.90	\$18.30	\$18.70
10	\$17.90	\$18.30	\$18.70	\$19.10
11	\$18.30	\$18.70	\$19.10	\$19.50
12	\$18.70	\$19.10	\$19.50	\$19.90
13	\$19.10	\$19.50	\$19.90	\$20.30
14	\$19.50	\$19.90	\$20.30	\$20.70

APPENDIX C2
WAGE SCHEDULES BY CONTRACTUAL WORK YEAR

2024-2025 Wage Schedule										
Step	SC1	SC2	SC3	SH1	SM1	SS0	SS1	SS2	SS3	SS4
1	\$ 18.43	\$ 17.68	\$ 16.43	\$ 21.10	\$ 19.81	\$ 26.80	\$ 19.81	\$ 18.33	\$ 15.83	\$ 14.30
2	\$ 18.83	\$ 18.08	\$ 16.83	\$ 21.50	\$ 20.21	\$ 27.20	\$ 20.21	\$ 18.73	\$ 16.23	\$ 14.70
3	\$ 19.23	\$ 18.48	\$ 17.23	\$ 21.90	\$ 20.61	\$ 27.60	\$ 20.61	\$ 19.13	\$ 16.63	\$ 15.10
4	\$ 19.63	\$ 18.88	\$ 17.63	\$ 22.30	\$ 21.01	\$ 28.00	\$ 21.01	\$ 19.53	\$ 17.03	\$ 15.50
5	\$ 20.03	\$ 19.28	\$ 18.03	\$ 22.70	\$ 21.41	\$ 28.40	\$ 21.41	\$ 19.93	\$ 17.43	\$ 15.90
6	\$ 20.43	\$ 19.68	\$ 18.43	\$ 23.10	\$ 21.81	\$ 28.80	\$ 21.81	\$ 20.33	\$ 17.83	\$ 16.30
7	\$ 20.83	\$ 20.08	\$ 18.83	\$ 23.50	\$ 22.21	\$ 29.20	\$ 22.21	\$ 20.73	\$ 18.23	\$ 16.70
8	\$ 21.23	\$ 20.48	\$ 19.23	\$ 23.90	\$ 22.61	\$ 29.60	\$ 22.61	\$ 21.13	\$ 18.63	\$ 17.10
9	\$ 21.63	\$ 20.88	\$ 19.63	\$ 24.30	\$ 23.01	\$ 30.00	\$ 23.01	\$ 21.53	\$ 19.03	\$ 17.50
10	\$ 22.03	\$ 21.28	\$ 20.03	\$ 24.70	\$ 23.41	\$ 30.40	\$ 23.41	\$ 21.93	\$ 19.43	\$ 17.90
11	\$ 22.43	\$ 21.68	\$ 20.43	\$ 25.10	\$ 23.81	\$ 30.80	\$ 23.81	\$ 22.33	\$ 19.83	\$ 18.30
12	\$ 22.83	\$ 22.08	\$ 20.83	\$ 25.50	\$ 24.21	\$ 31.20	\$ 24.21	\$ 22.73	\$ 20.23	\$ 18.70
13	\$ 23.23	\$ 22.48	\$ 21.23	\$ 25.90	\$ 24.61	\$ 31.60	\$ 24.61	\$ 23.13	\$ 20.63	\$ 19.10
14	\$ 23.63	\$ 22.88	\$ 21.63	\$ 26.30	\$ 25.01	\$ 32.00	\$ 25.01	\$ 23.53	\$ 21.03	\$ 19.50

2025-2026 Wage Schedule										
Step	SC1	SC2	SC3	SH1	SM1	SS0	SS1	SS2	SS3	SS4
1	\$ 18.83	\$ 18.08	\$ 16.83	\$ 21.50	\$ 20.21	\$ 27.20	\$ 20.21	\$ 18.73	\$ 16.23	\$ 14.70
2	\$ 19.23	\$ 18.48	\$ 17.23	\$ 21.90	\$ 20.61	\$ 27.60	\$ 20.61	\$ 19.13	\$ 16.63	\$ 15.10
3	\$ 19.63	\$ 18.88	\$ 17.63	\$ 22.30	\$ 21.01	\$ 28.00	\$ 21.01	\$ 19.53	\$ 17.03	\$ 15.50
4	\$ 20.03	\$ 19.28	\$ 18.03	\$ 22.70	\$ 21.41	\$ 28.40	\$ 21.41	\$ 19.93	\$ 17.43	\$ 15.90
5	\$ 20.43	\$ 19.68	\$ 18.43	\$ 23.10	\$ 21.81	\$ 28.80	\$ 21.81	\$ 20.33	\$ 17.83	\$ 16.30
6	\$ 20.83	\$ 20.08	\$ 18.83	\$ 23.50	\$ 22.21	\$ 29.20	\$ 22.21	\$ 20.73	\$ 18.23	\$ 16.70
7	\$ 21.23	\$ 20.48	\$ 19.23	\$ 23.90	\$ 22.61	\$ 29.60	\$ 22.61	\$ 21.13	\$ 18.63	\$ 17.10
8	\$ 21.63	\$ 20.88	\$ 19.63	\$ 24.30	\$ 23.01	\$ 30.00	\$ 23.01	\$ 21.53	\$ 19.03	\$ 17.50
9	\$ 22.03	\$ 21.28	\$ 20.03	\$ 24.70	\$ 23.41	\$ 30.40	\$ 23.41	\$ 21.93	\$ 19.43	\$ 17.90
10	\$ 22.43	\$ 21.68	\$ 20.43	\$ 25.10	\$ 23.81	\$ 30.80	\$ 23.81	\$ 22.33	\$ 19.83	\$ 18.30
11	\$ 22.83	\$ 22.08	\$ 20.83	\$ 25.50	\$ 24.21	\$ 31.20	\$ 24.21	\$ 22.73	\$ 20.23	\$ 18.70
12	\$ 23.23	\$ 22.48	\$ 21.23	\$ 25.90	\$ 24.61	\$ 31.60	\$ 24.61	\$ 23.13	\$ 20.63	\$ 19.10
13	\$ 23.63	\$ 22.88	\$ 21.63	\$ 26.30	\$ 25.01	\$ 32.00	\$ 25.01	\$ 23.53	\$ 21.03	\$ 19.50
14	\$ 24.03	\$ 23.28	\$ 22.03	\$ 26.70	\$ 25.41	\$ 32.40	\$ 25.41	\$ 23.93	\$ 21.43	\$ 19.90

2026-2027 Wage Schedule										
Step	SC1	SC2	SC3	SH1	SM1	SS0	SS1	SS2	SS3	SS4
1	\$ 19.23	\$ 18.48	\$ 17.23	\$ 21.90	\$ 20.61	\$ 27.60	\$ 20.61	\$ 19.13	\$ 16.63	\$ 15.10
2	\$ 19.63	\$ 18.88	\$ 17.63	\$ 22.30	\$ 21.01	\$ 28.00	\$ 21.01	\$ 19.53	\$ 17.03	\$ 15.50
3	\$ 20.03	\$ 19.28	\$ 18.03	\$ 22.70	\$ 21.41	\$ 28.40	\$ 21.41	\$ 19.93	\$ 17.43	\$ 15.90
4	\$ 20.43	\$ 19.68	\$ 18.43	\$ 23.10	\$ 21.81	\$ 28.80	\$ 21.81	\$ 20.33	\$ 17.83	\$ 16.30
5	\$ 20.83	\$ 20.08	\$ 18.83	\$ 23.50	\$ 22.21	\$ 29.20	\$ 22.21	\$ 20.73	\$ 18.23	\$ 16.70
6	\$ 21.23	\$ 20.48	\$ 19.23	\$ 23.90	\$ 22.61	\$ 29.60	\$ 22.61	\$ 21.13	\$ 18.63	\$ 17.10
7	\$ 21.63	\$ 20.88	\$ 19.63	\$ 24.30	\$ 23.01	\$ 30.00	\$ 23.01	\$ 21.53	\$ 19.03	\$ 17.50
8	\$ 22.03	\$ 21.28	\$ 20.03	\$ 24.70	\$ 23.41	\$ 30.40	\$ 23.41	\$ 21.93	\$ 19.43	\$ 17.90
9	\$ 22.43	\$ 21.68	\$ 20.43	\$ 25.10	\$ 23.81	\$ 30.80	\$ 23.81	\$ 22.33	\$ 19.83	\$ 18.30
10	\$ 22.83	\$ 22.08	\$ 20.83	\$ 25.50	\$ 24.21	\$ 31.20	\$ 24.21	\$ 22.73	\$ 20.23	\$ 18.70
11	\$ 23.23	\$ 22.48	\$ 21.23	\$ 25.90	\$ 24.61	\$ 31.60	\$ 24.61	\$ 23.13	\$ 20.63	\$ 19.10
12	\$ 23.63	\$ 22.88	\$ 21.63	\$ 26.30	\$ 25.01	\$ 32.00	\$ 25.01	\$ 23.53	\$ 21.03	\$ 19.50
13	\$ 24.03	\$ 23.28	\$ 22.03	\$ 26.70	\$ 25.41	\$ 32.40	\$ 25.41	\$ 23.93	\$ 21.43	\$ 19.90
14	\$ 24.43	\$ 23.68	\$ 22.43	\$ 27.10	\$ 25.81	\$ 32.80	\$ 25.81	\$ 24.33	\$ 21.83	\$ 20.30

2027-2028 Wage Schedule										
Step	SC1	SC2	SC3	SH1	SM1	SS0	SS1	SS2	SS3	SS4
1	\$ 19.63	\$ 18.88	\$ 17.63	\$ 22.30	\$ 21.01	\$ 28.00	\$ 21.01	\$ 19.53	\$ 17.03	\$ 15.50
2	\$ 20.03	\$ 19.28	\$ 18.03	\$ 22.70	\$ 21.41	\$ 28.40	\$ 21.41	\$ 19.93	\$ 17.43	\$ 15.90
3	\$ 20.43	\$ 19.68	\$ 18.43	\$ 23.10	\$ 21.81	\$ 28.80	\$ 21.81	\$ 20.33	\$ 17.83	\$ 16.30
4	\$ 20.83	\$ 20.08	\$ 18.83	\$ 23.50	\$ 22.21	\$ 29.20	\$ 22.21	\$ 20.73	\$ 18.23	\$ 16.70
5	\$ 21.23	\$ 20.48	\$ 19.23	\$ 23.90	\$ 22.61	\$ 29.60	\$ 22.61	\$ 21.13	\$ 18.63	\$ 17.10
6	\$ 21.63	\$ 20.88	\$ 19.63	\$ 24.30	\$ 23.01	\$ 30.00	\$ 23.01	\$ 21.53	\$ 19.03	\$ 17.50
7	\$ 22.03	\$ 21.28	\$ 20.03	\$ 24.70	\$ 23.41	\$ 30.40	\$ 23.41	\$ 21.93	\$ 19.43	\$ 17.90
8	\$ 22.43	\$ 21.68	\$ 20.43	\$ 25.10	\$ 23.81	\$ 30.80	\$ 23.81	\$ 22.33	\$ 19.83	\$ 18.30
9	\$ 22.83	\$ 22.08	\$ 20.83	\$ 25.50	\$ 24.21	\$ 31.20	\$ 24.21	\$ 22.73	\$ 20.23	\$ 18.70
10	\$ 23.23	\$ 22.48	\$ 21.23	\$ 25.90	\$ 24.61	\$ 31.60	\$ 24.61	\$ 23.13	\$ 20.63	\$ 19.10
11	\$ 23.63	\$ 22.88	\$ 21.63	\$ 26.30	\$ 25.01	\$ 32.00	\$ 25.01	\$ 23.53	\$ 21.03	\$ 19.50
12	\$ 24.03	\$ 23.28	\$ 22.03	\$ 26.70	\$ 25.41	\$ 32.40	\$ 25.41	\$ 23.93	\$ 21.43	\$ 19.90
13	\$ 24.43	\$ 23.68	\$ 22.43	\$ 27.10	\$ 25.81	\$ 32.80	\$ 25.81	\$ 24.33	\$ 21.83	\$ 20.30
14	\$ 24.83	\$ 24.08	\$ 22.83	\$ 27.50	\$ 26.21	\$ 33.20	\$ 26.21	\$ 24.73	\$ 22.23	\$ 20.70

**APPENDIX D
HEALTH CARE GRID**



York Suburban School District - Choice Blue HDHP Benefit Summary

This program is a qualified high deductible plan as defined by the Internal Revenue Service. It is designed for use with a Health Savings Account (HSA). On the chart below, you'll see what your plan pays for specific services. There are two levels of network benefits coverage for certain services: Enhanced Value and Standard Value*. When you receive services from providers at the Enhanced Value level of benefits, you will pay less out of pocket. You may be responsible for a facility fee, clinic charge or similar fee or charge (in addition to any professional fees) if your office visit or service is provided at a location that qualifies as a hospital department or a satellite building of a hospital.

Benefit	Network		Out-of-Network
	Enhanced Value	Standard Value	
General Provisions			
Effective Date	07/01/2024		
Benefit Period (1)	Contract Year		
Deductible (per benefit period) (All in-network services are credited to both the enhanced and the standard deductibles.)			
Individual	\$1,800	\$3,200	\$8,000
Family	\$3,200	\$8,400	\$12,000
Plan Pays – payment based on the plan allowance	100% after deductible	80% after deductible	60% after deductible
Out-of-Pocket Limit (Includes prescription drug expenses, coinsurance, and copayments). Once met, the plan pays 100% coinsurance for the rest of the benefit period. (All in-network services are credited to both the enhanced and the standard out-of-pocket limits.)			
Individual	none	none	\$12,000
Family	none	none	\$24,000
Total Maximum Out-of-Pocket (Includes deductible, coinsurance, copayments, prescription drug cost sharing and other qualified medical expenses, Network only) (2) Once met, the plan pays 100% of covered services for the rest of the benefit period.			
Individual	\$5,000		Not Applicable
Family	\$10,000		Not Applicable
Office/Clinic/Urgent Care Visits			
Retail Clinic Visits & Virtual Visits	\$25 copay after deductible 100% thereafter	\$30 copay after deductible 100% thereafter	60% after deductible
Primary Care Provider (PCP) Office Visits & Virtual Visits	\$25 copay after deductible 100% thereafter	\$60 copay after deductible 100% thereafter	60% after deductible
Specialist Office Visits & Virtual Visits	\$50 copay after deductible 100% thereafter	\$100 copay after deductible 100% thereafter	60% after deductible
Virtual Visit Provider Originating Site Fee	100% after deductible	100% after deductible	60% after deductible
Urgent Care Center Visits	\$70 copayment after deductible - copayment does not apply to Urgent Care Center Visits prescribed for the treatment of Mental Health or Substance Abuse.	\$80 copayment after deductible - copayment does not apply to Urgent Care Center Visits prescribed for the treatment of Mental Health or Substance Abuse	60% after deductible
Telemedicine Services (3)	100% after enhanced deductible		Not Covered
Preventive Care (4)			
Routine Adult			
Physical exams	100% (deductible does not apply)		60% after deductible
Adult immunizations	100% (deductible does not apply)		60% after deductible
Routine gynecological exams, including a Pap Test	100% (deductible does not apply)		60% (deductible does not apply)
Breast Cancer Screenings (annual routine and supplemental)	100% (deductible does not apply)		60% after deductible
BRCA-Related Genetic Counseling and Genetic Testing	100% (deductible does not apply)		60% after deductible
Diagnostic services and procedures	100% (deductible does not apply)		60% after deductible
Routine Pediatric			
Physical exams	100% (deductible does not apply)		60% after deductible
Pediatric immunizations	100% (deductible does not apply)		60% (deductible does not apply)
Diagnostic services and procedures	100% (deductible does not apply)		60% after deductible
Emergency Services			
Emergency Room Services (5)	\$150 copayment (waived if admitted) after enhanced deductible		
Ambulance – Emergency (6)	100% after enhanced deductible		
Ambulance – Non-Emergency (6)	100% after enhanced deductible		60% after enhanced deductible
Hospital and Medical/Surgical Expenses (including Maternity) (5)			
Hospital Inpatient	100% after deductible	80% after deductible	60% after deductible
Outpatient Surgery	100% after deductible	80% after deductible	60% after deductible
Maternity (non-preventive professional services) including dependent daughter	100% after deductible	80% after deductible	60% after deductible
Medical Care (including inpatient visits and consultations)	100% after deductible	80% after deductible	60% after deductible

Benefit	Network		Out-of-Network
	Enhanced Value	Standard Value	
Therapy and Rehabilitation Services			
Physical Medicine	\$50 copay after deductible 100% thereafter	\$80 copay after deductible 100% thereafter	60% after deductible
	Benefit Limit: 20 visits/benefit period - Limit does not apply when Therapy Services are prescribed for the treatment of Mental Health or Substance Abuse		
Speech Therapy	\$50 copay after deductible 100% thereafter	\$80 copay after deductible 100% thereafter	60% after deductible
	Benefit Limit: 20 visits/benefit period - Limit does not apply when Therapy Services are prescribed for the treatment of Mental Health or Substance Abuse		
Occupational Therapy	\$50 copay after deductible 100% thereafter	\$80 copay after deductible 100% thereafter	60% after deductible
	Benefit Limit: 20 visits/benefit period - Limit does not apply when Therapy Services are prescribed for the treatment of Mental Health or Substance Abuse		
Respiratory Therapy	100% after deductible	80% after deductible	60% after deductible
Spinal Manipulations	\$50 copay after deductible 100% thereafter	\$80 copay after deductible 100% thereafter	60% after deductible
	Benefit Limit: 20 visits/benefit period		
Other Therapy Services (Cardiac Rehab, Infusion Therapy, Chemotherapy, Radiation Therapy and Dialysis)	100% after deductible	80% after deductible	60% after deductible
Mental Health/Substance Abuse			
Inpatient Mental Health Services	100% after enhanced deductible		60% after deductible
Inpatient Detoxification/Rehabilitation	100% after enhanced deductible		60% after deductible
Outpatient Mental Health Services - Includes Virtual Behavioral Health Visits	\$50 copay after enhanced deductible 100% thereafter		60% after deductible
Outpatient Substance Abuse	\$50 copay after enhanced deductible 100% thereafter		60% after deductible
Other Services			
Allergy Extracts and Injections	100% after deductible	80% after deductible	60% after deductible
Assisted Fertilization Procedures	Not Covered		Not Covered
Dental Services Related to Accidental Injury	Not Covered		Not Covered
Diagnostic Services	Copayments, if any, do not apply to Diagnostic Services prescribed for the treatment of Mental Health or Substance Abuse		
Advanced Imaging (MRI, CAT, PET scan, etc.)	100% after deductible	80% after deductible	60% after deductible
Basic Diagnostic Services (standard imaging, diagnostic medical, lab/pathology, allergy testing)	100% after deductible	80% after deductible	60% after deductible
Mammograms (medically necessary)	100% (after enhanced deductible)		60% after deductible
Durable Medical Equipment, Orthotics and Prosthetics	100% after deductible	80% after deductible	60% after deductible
Home Health Care	100% after deductible	80% after deductible	60% after deductible
Hospice	100% after enhanced deductible		60% after deductible
Infertility Counseling, Testing and Treatment (8)	100% after deductible	60% after deductible	50% after deductible
Private Duty Nursing	100% after deductible	60% after deductible	50% after deductible
	Benefit Limit: 240 Hours/Benefit Period		
Skilled Nursing Facility Care	100% after deductible	80% after deductible	60% after deductible
	Benefit Limit: 100 days/benefit period		
Transplant Services	100% after enhanced deductible		60% after deductible
Precertification/Authorization Requirements (9)	Yes		

This is not a contract. This benefits summary presents plan highlights only. Please refer to the policy / plan documents, as limitations and exclusions apply. The policy / plan documents control in the event of a conflict with this benefit summary.

*The terms "Enhanced Value" and "Standard Value" are not descriptors of the provider's ability.

- Your group's benefit period is based on a Contract Year. The Contract Year is a consecutive 12-month period beginning on your employer's effective date. Contact your employer to determine the effective date applicable to your program.
- The Network Total Maximum Out-of-Pocket (TMOOP) is mandated by the federal government. TMOOP must include deductible, coinsurance, copays, prescription drug cost share and any qualified medical expense if you are enrolled in a "Family" plan, with your non-embedded deductible, the entire family deductible must be satisfied before claims reimbursement begins. In addition, with your non-embedded out-of-pocket limit, the entire family out-of-pocket limit must be satisfied before additional claims reimbursement begins. Finally, with your embedded TMOOP, once any eligible family member satisfies his/her individual TMOOP, claims will pay at 100% of the plan allowance for covered expenses, for the rest of the plan year. Claims for the remaining family members will pay at 100% once the family TMOOP amount is met.
- Telemedicine Services (acute care for minor illnesses available on-demand 24/7) must be performed by a Highmark Designated Telemedicine Provider. Additional services provided by a Designated Telemedicine Provider are paid according to the benefit category that they fall under (e.g., PCP is eligible under the PCP Office Visit benefit, Behavioral Health is eligible under the Outpatient Mental Health Services benefit).
- Services are limited to those listed on the Highmark Preventive Schedule (Women's Health Preventive Schedule may apply).
- Benefits for Emergency Care Services rendered by an Out-of-Network Provider will be paid at the Network services level. Benefits for Hospital Services or Medical Care Services rendered by an Out-of-Network Provider to a member requiring an inpatient admission or observation immediately following receipt of Emergency Care Services will be paid at the Network services level. The member will not be responsible for any amounts billed by the Out-of-Network Provider that are in excess of the plan allowance for such services.
- Air Ambulance services rendered by out-of-network providers will be covered at the highest network level of benefits.
- Treatment includes coverage for the correction of a physical or medical problem associated with infertility. Infertility drug therapy may or may not be covered depending on your group's prescription drug program.
- If you receive services from an out-of-area provider or an out-of-network provider, you must contact Highmark Utilization Management prior to a planned inpatient admission, prior to receiving certain outpatient services or within 48 hours of an emergency or unplanned inpatient admission to obtain any required precertification. If precertification is not obtained and it is later determined that all or part of the services received were not medically necessary or appropriate, you will be responsible for the payment of any costs not covered by your health plan.

Benefits and/or benefit administration may be provided by or through the following entities, which are independent licensees of the Blue Cross Blue Shield Association: Highmark Inc. d/b/a Highmark Blue Shield or Highmark Health Insurance Company.

**APPENDIX E
DENTAL GRID**

Plan Benefit Highlights for: York Suburban School District
Group No: 19419

DELTA DENTAL PPOSM
BENEFIT HIGHLIGHTS

Eligibility	For eligibility details, refer to the plan's Evidence/Certificate of Coverage (on file with your benefits administrator, plan sponsor or employer).			
Deductibles	None			
Maximums	\$1,500 per person each plan year			
D & P counts toward maximum?	Yes			
Waiting Period(s)	Basic Services None	Major Services None	Prosthodontics None	Orthodontics None

Benefits and Covered Services*	Delta Dental PPO dentists**	Non-Delta Dental PPO dentists**
Diagnostic & Preventive Services (D & P) Exams, cleanings, x-rays and sealants	100%	100%
Basic Services Fillings	100%	100%
Endodontics (root canals) Covered Under Basic Services	100%	100%
Periodontics (gum treatment) Covered Under Major Services	80%	80%
Oral Surgery Covered Under Basic Services	100%	100%
Major Services Crowns, inlays, onlays and cast restorations	80%	80%
Prosthodontics Bridges and dentures	80%	80%
Orthodontic Benefits Dependent Children to age 19	80%	80%
Orthodontic Maximums	\$2,000 Lifetime	\$2,000 Lifetime

* Limitations or waiting periods may apply for some benefits; some services may be excluded from your plan. Reimbursement is based on Delta Dental maximum contract allowances and not necessarily each dentist's submitted fees.

** Reimbursement is based on PPO contracted fees for PPO dentists, Premier contracted fees for Premier dentists and program allowance for non-Delta Dental dentists.

Delta Dental of Pennsylvania One Delta Drive Mechanicsburg, PA 17055	Customer Service 800-932-0783	Claims Address P.O. Box 2105 Mechanicsburg, PA 17055-6999
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This benefit information is not intended or designed to replace or serve as the plan's Evidence of Coverage or Summary Plan Description. If you have specific questions regarding the benefits, limitations or exclusions for your plan, please consult your company's benefits representative.

**APPENDIX F
VISION GRID**

**PSEA Health & Welfare Fund Vision Plan Summary
For York Suburban School District**

Vision Benefit Coverage	In-Network	Out-of-Network Reimbursement
Vision Examination – Once every 24 months. (Every 12 months if prescribed for participants under the age of 19)	Covered in Full	Up to \$30 Allowance
<i>Should the participant require vision correction they may choose either frames &/or lenses benefit or contacts benefit, not both, during the 24-month benefit period.</i>		
Frames - Frames every 24 months.	Up to \$200 Retail Allowance (plus 20% off the amount over the allowance)	Up to \$60 Retail Allowance
Lenses – Once Every 24 months, every 12 months for dependents up to age 19.	<i>Benefits also include In-Network discount prices on lens options.</i>	
Standard Lenses - Single Vision (pair)		\$24.00 Maximum
Standard Lenses - Bifocal (pair)	Standard Lenses Covered in Full after \$20 Copay	\$36.00 Maximum
Standard Lenses - Trifocal (pair)		\$46.00 Maximum
Standard Lenses - Lenticular (pair)		\$72.00 Maximum
Oversized Lenses	Covered in Full	Not Covered
Progressive Lenses: <ul style="list-style-type: none"> - Standard - Premium - All Other 	Standard– \$50 Copay Premium – \$100 Copay All Other Progressives- Discounts Apply	Not Covered
Contact Lenses & Fittings – Once every 24 months. (In lieu of Eyeglasses and/or Eyeglass Lenses)		
Elective Lenses Allowance	Up to \$175 Allowance	Up to \$130 Allowance
Fitting Fees for Daily Wear Lenses	Covered in Full after \$20 copay	Not Covered
Fitting Fees for Extended Wear Lenses	Covered in Full after \$30 copay	Not Covered
Fitting Fees for Specialty Lenses	Covered in Full after \$50 copay	Not Covered
Medically Required Contact Lenses – Non- Elective (Includes Exam)	Up to \$250	Up to \$250