



June 19, 2026

VIA EMAIL TO cbsdesp@gmail.com

Deneen Dry, President

Central Bucks Educational Support Professional Association ("CBESPA")

RE: CBSD & CBESPA AGREEMENT

Dear Deneen:

You will find below the details of the TENTATIVE AGREEMENT between the Central Bucks School District Board of School Directors (the "Board") and the Central Bucks Educational Support Professional Association ("CBESPA"). Pursuant to our prior conversation, it is my understanding that the members of CBESPA will vote to ratify the TENTATIVE AGREEMENT by June 24, 2026. The School Board will vote on the TENTATIVE AGREEMENT at its regularly scheduled meeting on June 25, 2026, at 7:00 p.m.

This TENTATIVE AGREEMENT modifies the language contained in the 2021-2026 Collective Bargaining Agreement. All language contained in those documents not expressly modified herein remains in effect and shall be incorporated into any subsequent Collective Bargaining Agreement.

Upon mutual agreement of all contract language items, the District and the Association may jointly reorganize the Agreement for purposes of clarity and consistency. Such reorganization shall be non-substantive in nature and shall not modify, add to, or delete any agreed-upon terms, conditions, or rights. Reorganization may include renumbering, reordering, and formatting of provisions. The final reorganized Agreement shall be subject to mutual review and approval prior to execution.

Length of Contract: Four (4) years - July 1, 2026 - June 30, 2030

4899-7319-3395, v. 1

Bucks County Office
Seven Neshaminy Interplex
Suite 215
Trevose, PA 19053

Montgomery County Office
1300 Virginia Drive,
Suite 405
Fort Washington, PA 19034

Delaware County Office
150 N. Radnor Chester Road
Suite F-200
Radnor, PA 19087
(by Appointment only)

Chester County Office
101 Lindenwood Drive,
Suite 225
Malvern, PA 19355
(by Appointment only)

Burlington County Office
10000 Lincoln Drive East
1 Greentree Center,
Suite 201
Marlton, NJ 08053
(by Appointment only)



Hourly Rate Increase: New schedule of hourly rates is attached hereto as Exhibit A.

Below are the percentage increases for each position category in each fiscal year for the length of the contract.

	<u>FY</u> <u>2026-2027</u>	<u>FY</u> <u>2027-2028</u>	<u>FY</u> <u>2028-2029</u>	<u>FY</u> <u>2029-2030</u>
Custodial	5.5%	4%	4%	4%
Health Services	12.5%	4%	4%	4%
Mechanics	5.5%	4%	4%	4%
Office Professionals (except Specialists) and Duty Assistants	9.5%	4%	4%	4%
Paraprofessionals, incl. Community School EAs	12.5%	4%	4%	4%
Safety & Security	12.5%	4%	4%	4%
Technology & Innovation	5.5%	4%	4%	4%
Community School Instructors & Leads	3.5%	4%	4%	4%
Specialists, including previously confidential employees	2.5%	2.5%	4%	4%

Insurance Benefits: Section 1. Health Care

- a. The monthly payroll deduction for the district sponsored healthcare plans BMCS POS shall be the following percentage of premium:

	FY <u>2026-27</u>	FY <u>2027-28</u>	FY <u>2028-29</u>	FY <u>2029-30</u>
12-month employees	14%	14.5%	15%	15%
10-month employees	14%	14.5%	15%	15%

The monthly premium for BMCS ~~Open Choice 1~~, Open Choice 2, Open Choice 3, and HomeTeam Health shall be as follows:

	FY <u>2026 - 27</u>	FY <u>2027-28</u>	FY <u>2028-29</u>	FY <u>2029-30</u>
Open Choice 2	24%	24%	24%	24%
Open Choice 3	9%	9%	9%	9%
HomeTeam Health	0%	3%	6%	9%

Employees shall pay for a corresponding RX Plan at the same percentage they pay for their healthcare plan.

Employees hired in a full-time capacity shall, after the 1st of the month following 30 days of full-time employment, be eligible to enroll in the district benefit plans available to employees.

d. Post-Retirement Insurance

An employee who meets Act 43 requirements shall be permitted to maintain hospitalization coverage at the actual equivalency rate charged to the District by the insurance carrier. Retirees eligible for continuation of group coverage in accordance with Act 43 include those who satisfy at least one (1) of the following requirements:

1. Took superannuation (normal) retirement
2. Retired with thirty (30) years of service
3. Receiving PSERS disability benefits

The continuation of coverage is allowed until the retiree becomes eligible for Medicare benefits (usually at age 65) or until they are covered by another group health insurance plan. The cost of the continuation of coverage shall not be more than 100% the applicable plan premium.

Section 2 3. Income Protection

For twelve (12)-month employees, the coverage to be provided under the program shall be determined on the basis of 2/3 of an employee's weekly salary (hours scheduled to work per week

times base hourly salary rate) ~~up to a maximum of \$900 per week~~, commencing 15 days after the expiration of such employee's sick leave.

For ten (10)-month employees, the coverage to be provided under the program shall be determined on the basis of 2/3 of the employee's per diem ~~up to \$165 per day~~, commencing 15 days after the expiration of such employee's sick leave. Employees will only be paid for missed work days. No short-term disability payments will be made during the summer or during school breaks.

Language:

The following summary items are identified by Section per the 2021 - 2026 CBA:

Article I, RECOGNITION

Section 1. The Bboard recognizes the Central Bucks Educational Support Professional Association (CBESPA) as the exclusive and sole bargaining representative for collective bargaining with respect to wages, hours and all other terms and conditions of employment for all full-time and regular part-time support professionals employees. "Supervisory" and "Confidential" employees, as defined by aAct 195, are not included in this bargaining unit.

Section 2. For the purpose of this aAgreement the term "support professionals" refers to all bargaining unit employees covered by this Agreement, including but not limited to, the following positions definitions shall apply:

- ~~1. Full-time maintenance or custodial employee is one regularly scheduled to work forty (40) hours per week.~~
- ~~2. Part-time maintenance or custodial employee is one serving in less than a twelve-month position and or an employee regularly scheduled to work less than forty (40) hours per week.~~
- ~~3. Full-time twelve-month clerical, secretarial employee, or safety and security personnel is one who is regularly scheduled to work thirty-seven and one-half (37 ½) hours or more per week on a year-round basis. Full-time twelve-month technology support specialist is one who is regularly scheduled to work forty (40) hours per week on a year-round basis.~~
- ~~4. Part-time twelve-month clerical or secretarial employee is one who is regularly scheduled to work at least four (4) hours per day or twenty (20) hours per full work week on a year-round basis.~~
- ~~5. Full-time ten-month clerical or secretarial employee or staff nurse is one who is regularly scheduled to work up to seven and one-half (7 ½) or eight (8) (Staff Nurses) hours per day for at least 182, but up to 210~~

~~days each fiscal year.~~

- ~~6. Part-time ten-month technology support specialist, clerical or secretarial employee is one who is regularly scheduled to work at least four (4) hours per day or twenty (20) hours per full work week for at least 182, up to 210, days each fiscal year.~~
- ~~7. Full-time safety and security personnel, paraprofessional (non-instructional educational assistant, educational assistant, and personal care assistant) is one who is regularly scheduled to work at least six (6) hours per day or thirty (30) hours per full work week and at least 960 hours when regular school is in full session for at least 182 days, up to 186 days per fiscal year.~~
- ~~8. Part-time paraprofessional non-instructional educational assistant, educational assistant, and personal care assistant is one who is regularly scheduled to work each student day and one who works less than 30 hours per full work week when regular school is in full session for at least 182 days, up to 186 days for fiscal year.~~

New Subsections.

A. Maintenance and Custodial Support Professionals

1. Full-time twelve-month maintenance or custodial employee shall mean an employee regularly scheduled to work forty (40) hours per week on a year-round basis.
2. Part-time maintenance or custodial employee shall mean an employee scheduled to work for less than twelve (12) months and/or one regularly scheduled to work less than forty (40) hours per week.

B. Safety and Security Support Professionals

1. Full-time twelve-month safety and security lead shall mean an employee regularly scheduled to work at least forty (40) hours per week on a year-round basis.
2. Full-time ten-month safety and security assistant shall mean an employee regularly scheduled to work forty (40) hours per full work week for at least one hundred eighty-two (182) days, but up to two hundred ten (210) days per fiscal year.

C. Clerical, Secretarial Support Professionals, and Specialists

1. Full-time twelve-month clerical, or safety and security personnel and secretarial employee is one

who is regularly scheduled to work thirty-seven and one-half (37.5) hours or more per week on a year-round basis. ~~Full-time twelve-month technology support specialist is one who is regularly scheduled to work forty (40) hours per week on a year-round basis.~~

2. Part-time twelve-month clerical or secretarial employee is one who is regularly scheduled to work at least four (4) hours per day or twenty (20) hours per full work week on a year-round basis.

3. Full-time ten-month clerical or secretarial employee ~~or staff nurse~~ is one who is regularly scheduled to work up to seven and one-half (7.5) ~~or eight (8) (Staff Nurses)~~ hours per day for at least 182, but up to 210, days each fiscal year.

4. Part-time ten-month ~~technology support specialist,~~ clerical or secretarial employee is one who is regularly scheduled to work at least four (4) hours per day or twenty (20) hours per full work week for at least 182, up to 210, days each fiscal year.

D. ~~Technology Support Specialist~~ Technology and Innovation Support Professionals

1. Full-time twelve-month ~~technology and innovation support professional~~ technology support specialist is one who is regularly scheduled to work forty (40) hours per week on a year-round basis.

2. Part-time ten-month ~~technology and innovation support professional~~ technology support specialist is one who is regularly scheduled to work at least four (4) hours per day or twenty (20) hours per full work week for at least 182, up to 210, days each fiscal year.

E. Paraprofessionals

1. Full-time ~~safety and security personnel,~~ paraprofessional (non-instructional educational assistant, educational assistant, and personal care assistant) is one who is regularly scheduled to work at least six (6) hours per day or thirty (30) hours per full work week and at least 960 hours when regular school is in full session for at least 182 days, up to 186 days per fiscal year.

2. Part-time paraprofessional (non-instructional educational assistant, educational assistant, and personal care assistant) is one who is regularly scheduled to work each student day and one who works less than 30 hours per full work week when

regular school is in full session for at least 182 days, up to 186 days per fiscal year.

F. Staff Nurses, Certified Nursing Assistants, and Nursing Assistants

1. Full-time ten-month staff nurse, certified nursing assistants, and nursing assistants is one who is regularly scheduled to work up to ~~seven and one-half~~ eight (8) hours per day for at least 185, but up to 210 days each fiscal year.
2. Part-time ten-month staff nurse, certified nursing assistant, or nursing assistant shall mean an employee regularly scheduled to work at least eight (8) hours a day for three days for at least one hundred eighty-two (182) days, but up to two hundred ten (210) days, each fiscal year, inclusive of professional-development days and any additional workdays designated by the District.

G. Community Schools

Part-time ten-month community school leads, instructors and education assistants shall mean an employee who is regularly scheduled to work less than thirty (30) hours a week during the district's full calendar school year.

Article II, Management Rights

~~Section 3. Consistent with Article VI, Section 2, Paragraph 4, if insufficient employees volunteer for overtime, the least senior person in the needed classification in a building will be required to work. If there is no classification within the building, or the overtime work is not limited to a specific building, then the least senior person within the classification will be required to work.~~

Section 3. Consistent with Article VI, Section 2, Paragraph 4, if an insufficient number of employees volunteer for overtime, any employee within the building who possesses the required minimum qualifications may be asked to work. If no qualified employee within the building volunteers, the overtime opportunity shall be offered districtwide to employees with the required minimum qualifications. If there are no districtwide volunteers, the least senior qualified employee within the building shall be required to work. Mandated overtime shall be assigned on a rotating basis, beginning with the least senior qualified employee.

If there is no qualified employee within the building, or if the overtime assignment is not tied to a specific building, the least senior employee with the required minimum qualifications districtwide will be required to work.

Article IV, Rights of Employees

Rights of Support Professionals Employees

Section 2. Disciplinary Conference

In the event it becomes necessary to hold a disciplinary conference, the employee shall be apprised of the nature of such conference and shall be entitled to be accompanied by and receive advice from an current Association representative ~~or such other person the employee may select~~, if requested. Should a conference called for another purpose become disciplinary in nature, the employee shall have the right to leave such conference and seek counsel as indicated above.

Article V. Association Rights and Privileges

~~Section 2. Maintenance of Membership~~

~~The parties agree that all employees who are under Act 195, and who are dues-paying members of the Association, shall as of the signature date of this Agreement, be subject to Article III, subsection 18 of the Public Employee Relations Act (Maintenance of Membership) providing that: all employees who have joined the Association or who joined the Association in the future must remain members for the duration of this Agreement; however, any such employee or employees may resign from the Association during the period of fifteen (15) days prior to the expiration of this Agreement.~~

Article VI, Hours of Work and Overtime

Section 1. Work Week

~~c. Full-time Paraprofessionals-educational assistants shall be scheduled to work at least six (6) and not more than seven and one-half (7 ½) hours on each student day and shall be scheduled to work at least nine hundred sixty (960) hours per year. A Paraprofessional Personal Care Assistant hired to work 1:1 with a student shall be scheduled as a full-time paraprofessional for the full length of the student's day. Returning Paraprofessional Personal Care Assistants, will be notified of their assignments no later than August for the following school year. Due to scheduling conflicts, the Paraprofessional Personal Care Assistant will be permitted to stay at their current level, primary or secondary, so long as there is an open position. Paraprofessional Transportation Assistants will be permitted to transfer to open positions within the Transportation Department according to seniority among Transportation Assistants.~~

~~d. Maintenance or custodial employee's regular work week shall consist of five (5) consecutive days, with a scheduled starting and ending time.~~

A. Maintenance and Custodial Support Professionals

1. Maintenance or custodial employee's regular work week shall consist of five (5) consecutive days of eight and one-half (8 ½) hours with a scheduled starting and ending time, inclusive of a thirty (30) minute, unpaid, duty-free meal break.

B. Safety & Security Support Professionals

1. Full-time twelve month and full-time ten month safety and security employees shall be scheduled for eight (8) hours per day, inclusive of a thirty (30) minute paid meal break within the paid workday. Safety and security employees shall not be assigned to more than one building unless mutually agreed upon by the District and the Association. Safety and security employees shall receive building assignment notice no later than August 1 each year.

C. Paraprofessionals: Education Assistants, Duty Assistants, Personal Care Assistants, and Transportation Assistants

1. Full-time paraprofessional education assistants shall be scheduled to work at least six (6) and not more than seven and one-half (7.5) hours on each student day and shall be scheduled to work at least nine hundred sixty (960) hours (i.e., Title One and Basic Skills) per year. A paraprofessional - personal care assistant hired to work 1:1 with a student shall be scheduled as a full-time paraprofessional for the full length of the student's day.
2. Returning paraprofessional personal care assistants will be notified of their assignment no later than the first week of August for the following school year.

2a. Contracted Education Assistants (EAs) Movement Guidelines.

- For EAs whose program class or position is eliminated at their home school:
 - Part time EAs may be moved into fulltime open positions within their home schools. The principal and/or supervisor may reassign an EA to a vacancy within the school (no interview required).
 - If no assignment is available within the building, the least senior EA will be assigned to the next open position within the district (no interview). If an EA does not wish to move to this next position, they will have the option to apply via the CBSD website for open available positions. Staff reassignment between buildings may be necessary.

2b. Personal Care Assistants (PCAs) Movement Guidelines.

- A PCA may be asked if they would like to move with their assigned student. If interested, the District will

support this transition

- Process:
 - Principals and/or supervisor will meet with the PCA to determine interest in following the student.
 - If the PCA does not want to follow the student, the principal and/or supervisor may reassign the PCA within their building (no interview required).
 - If no position is available within the building, the least senior PCA would be the employee required to move to another building/PCA position within the district. Should the PCA does not wish to move to the next assigned position, they will have opportunity to apply for the position via the CBSD employment portal (interview). Staff reassignment between buildings may be necessary.
- 3. Transportation assistants shall retain transfer rights within the Transportation Department based on District seniority.

D. Health Services Support Professionals: Staff Nurses and Certified Nursing Assistants

1. Full-time ten-month Staff Nurses, Certified Nursing Assistants, and Nursing Assistants shall be scheduled for five (5) consecutive days of eight (8) hours per day, inclusive of a thirty (30)-minute paid meal break. Work assignments shall align with the student calendar and District-designated professional development days. Employees shall receive building assignment notice no later than August 1 each year.
2. Should a staff nurse, certified nursing assistant, and or nursing assistant be reassigned during a day to a different building whose hours of work are different than the building to which the employee reported in the morning, the employee shall work to the end of the school day of the building to which he/she is reassigned or eight (8) hours, whichever is greater.
3. Part time Staff Nurses who pick up additional hours during the school day that are outside their regular work schedule will continue to earn their regular rate of pay. They remain ineligible for benefits.

Section 2. Overtime

3. Except as indicated in other sections of this article, time and one-half shall be paid to all support professionals for all hours worked in excess of forty (40) hours per week. All twelve (12) month operations staff, ten (10) month operations staff, and ten (10) month staff nurses, certified nursing assistants, and nursing assistants shall be paid time and one-half for all hours worked in excess of eight (8) hours per day, regardless of whether the employee's work hours during a given week meet forty (40) hours. Time off for authorized paid leave shall be counted as hours worked for purposes of calculating overtime pay.
4. Notwithstanding the above, should the employee be scheduled and agree to a work week of four (4) ten (10) hour days, employees ~~will~~ shall be paid time and one-half for all hours worked in excess of ten (10) hours in one (1) day or forty (40) hours in one (1) week.
9. If an employee is scheduled to work overtime on a weekend or holiday and calls out sick the Friday before the weekend or the day before the holiday, he/she shall be replaced for the weekend or holiday overtime. If the employee calls out sick on the Monday following scheduled weekend overtime, or the day after the scheduled holiday overtime, he/she will shall not have leave time during that pay cycle counted towards overtime.
10. An employee who is called to work for non-scheduled emergency overtime shall be paid for a minimum of three (3) hours at the appropriate overtime rate provided that such emergency overtime work commences thirty (30) minutes or more after the end of the employee's scheduled work day and three (3) hours or more before the scheduled work day. An employee who is scheduled for a building check ~~will~~ shall be paid for a minimum of two (2) hours at the appropriate overtime rate.
11. Overtime shall be offered within a building according to seniority on a rotation basis. A record shall be maintained by the Facility Specialist or designee of all overtime worked or refused. A refusal by an employee shall cause the employee to be moved to the bottom of the overtime list. If coverage is not available within the building, overtime shall be offered to employees from the district seniority list by the supervisor.
12. Part-time summer employees shall not be entitled to

overtime work unless all other regular full-time District employees have refused overtime work. Overtime shall be offered in accordance with the provisions of Section 2, paragraphs 6-8 ~~Subsection b-5~~ of this Article. Part-time Custodial Floaters must be included in inclement weather cleanup. Part time Floaters ~~will~~ shall be offered to work ~~not work~~ during the summer.

13. When three (3) or more outside groups use different parts of a school building and the activities of each group overlap by 2 hours or more, the district ~~will~~ shall schedule a second custodian. In buildings housing swimming pools, a second custodian ~~will~~ shall be scheduled when two (2) or more outside groups are using different parts of a school building and activities of each group overlapped by 2 hours or more.
14. Emergency On-Call Burglar and Fire Alarm System Response: Every weekend beginning at 7:00am Saturday through Monday morning 6:00 AM security support professionals who sign up for weekend calls shall be available all-day Saturday and Sunday for emergency calls. Security support professionals on-call must refrain from drinking alcohol and/or ingesting any controlled substances and must remain within 1 hour driving distance from the District. The security support professionals shall be paid a minimum of eight (8) hours at their straight time rate (4 hours for Saturday and four hours for Sunday) as compensation for their on-call status. If security support professionals are called by the beginning at 7:00am Saturday through Monday morning 6:00 AM security support professionals who sign up for weekend calls shall be available all-day Saturday and Sunday for emergency calls. Security support professionals on-call must refrain from drinking alcohol and/or ingesting any controlled substances and must remain within 1 hour driving distance from the District. The security support professionals shall be paid a minimum of eight (8) hours at their straight time rate (4 hours for Saturday and four hours for Sunday) as compensation for their on-call status. If security support professionals are called by the district alarm company to respond to a police/fire department dispatch by traveling to a district facility, they shall be compensated at a minimum of four (4) hours or actual time worked whichever is greater at their straight time rate. Weekend responses that can be coordinated via phone and do not require security support professionals to travel to a district facility shall be compensated with two (2) hours or actual time worked, whichever is greater at their straight time rate. The alarm call response pay is in addition

to the weekend on-call pay.

15. The practice of compensatory time ("comp time") shall be eliminated. All hours worked by bargaining unit members in excess of their regularly scheduled workday or workweek shall be compensated at the applicable overtime rate in accordance with this Agreement.

Section 3. Meal Period

Except for an emergency, an employee scheduled to work at least 5 hours shall be entitled to an uninterrupted meal period free from any supervisory duties of at least 30 minutes without pay, scheduled by the employee with his/her supervisor's approval. It will be scheduled no earlier than 3 hours, nor more than 5 hours from their scheduled start time. The meal period must commence at least two (2) hours after their start time and must conclude at least 60 minutes before the end of their shift. A staff member Support professionals on a field trip will shall not have the 30 minutes for lunch deducted from pay.

Meal Period for Weekend Overtime

1. An Operations employee providing outside group coverage on a weekend shall be entitled to a thirty (30)-minute paid meal period when they work five (5) or more hours during that shift.
2. Weekend work other than coverage for an outside group shall still include a thirty (30)-minute unpaid meal period if the employee works more than five (5) hours.
3. Exception: An employee that normally receives a thirty (30)-minutes unpaid meal period, but due to work circumstances is unable to take that meal period, should report that information to their supervisor immediately so their timecard can be adjusted to include a paid meal period.

Section 4. Rest Period

A rest period of twenty (20) minutes per day shall be provided at each work location. The rest period may be self-scheduled by the employee provided that it does not interfere with student needs, classroom coverage, safety requirements, or assigned job responsibilities.

Section 5. In-Service-Training

- a. Full-time and 29+ hour Paraprofessionals, Instructional Education Assistants, Personal Care Assistants and Transportation Assistants will be offered, on certain Teacher In-Service Days to be scheduled by the district, ~~a total of ten (10) hours of required, paid, in-service training, which ten (10) hours based on work hours,~~ which shall be applied towards their licensing requirements. Each program will shall be offered on a minimum of two (2) in-service days. Staff Support professionals will shall be required to complete the programs offered. In-service Programs for support professionals will shall be developed with input from Association representatives and other training entities selected by the district as needed for the Group in question. Said training shall be developed, based upon positions to address safety, technology, other issues directly related to the employee's specific job duties, and any other district needs.
- b. Staff Nurses, certified nursing assistants, and nursing assistants will shall be provided sixteen (16) paid hours of in-service training, which will shall be provided on certain Teacher in-service days. Attendance will shall be required. Staff nurses, certified nursing assistants, and nursing assistants shall be scheduled to hold 2 meetings annually with the direct supervisor. These meetings shall be mandatory, paid, and occur on professional development days, during the work day. Said Program shall count towards Nurses thirty (30) hours of continuing education required for licensing. In-service Programs shall will be developed with input from Association representatives, staff nurses, and other training entities selected by the district as needed for the Group in question. Said training shall be developed, based upon positions to address safety, technology, other issues directly related to the employee's specific job duties, and any other district needs.
- c. Full-time twelve (12) month employees will shall be provided ~~fourteen sixteen (16) 14~~ paid hours of in service training each year. Said training shall be developed, based upon positions, to address safety, technology, and other relevant issues directly related to the employee's specific job duties, and any other district needs. In-service Programs shall will be developed with input from Association representatives, groups in question, and other training entities selected by the district as needed for the Group in question.
- d. ~~Beginning in 2017, d~~During the summer months, the district shall will provide a ten (10) hour training program for Certified Education Assistants Aides to

apply towards their Act 48 requirements.

- e- Participation ~~will~~ be voluntary and shall not be paid for attending. Should an insufficient number of employees sign up in advance of the summer sessions, the program may be cancelled. Notice of cancellation will be provided at least seven (7) days in advance of the scheduled training, if possible.
- e. The district ~~will~~ shall offer training in CPR and First Aid to all staff on a voluntary basis.
- f. Registered Behavior Technician Certification. The District shall offer paraprofessional employees the opportunity to obtain certification as a Registered Behavior Technician (RBT). An RBT is a paraprofessional whose works is determined by a Board Certified Behavior Analyst (BCBA) in compliance with the Behavioral Analyst Certification Board guidelines and assists in the implementation of behavior intervention plans, data collection, and support for students with autism and other developmental disabilities.

The District shall provide access to a forty (40) hour self-directed online training program required for RBT certification. The District shall pay all required costs associated with initial certification, including but not limited to training fees, application fees, and examination appointment fees.

Any employee who elects to pursue and obtain RBT certification under this provision shall be required to serve in an RBT role within the District for a minimum of one (1) year after becoming certified.

The District shall pay all costs and expenses related to the RBT certification described above, for up to twenty (20) employees, selected in order of seniority, who enroll in the certification program.

Paraprofessionals who become certified as RBTs shall receive an additional \$3.00 per hour.

In the event that an employee voluntarily allows the certification to lapse or otherwise fails to maintain active certification within the required period, the employee shall reimburse the District for the costs of the examination and application fees paid on their behalf, unless such failure is due to circumstances beyond the employee's control, as determined by the District.

Article VII, Vacations and Holidays

Section 1a. The vacation entitlement for post 1996 employees

shall be based on the following schedule: A part-time twelve-month employee shall be entitled to pro-rated vacation.

Continuous Service by July 1 of at least	But less than	Entitlement
1 Month	1 Year	5/6 of a day per month to a maximum of 10 days <u>10 Days, Prorated Based On Start Date</u>
1 Year	5 Years	10 Days <u>11 Days</u>
5 Years		11 Days <u>12 Days</u>
6 Years		12 Days <u>13 Days</u>
7 Years		13 Days <u>14 Days</u>
8 Years		14 Days <u>15 Days</u>
9 Years		15 Days <u>20 Days</u>

Section 2. Holidays

- e. Undesignated Holidays. 10-month Support staff professionals may roll up to four (4) sick days into paid holidays for the subsequent year to be taken on days within the school year that the employee would not typically be paid, any such days not used during the school year shall be forfeited.

Article VIII, Leaves of Absence

Section 1. Unpaid Leave

1(a). The practice of employees opting to take individual days as unpaid whether or not those days are consecutive, is hereby ended. Such unpaid days may only be approved by the HR Director, in his or her sole discretion.

Section 3. Leave for Urgent Reasons

- a. Employees may use up to ~~five~~ seven (7) days of sick leave per year for the following urgent reasons. Requests must be made on a district form

and must be submitted to the employee's immediate supervisor at the earliest possible date.

1. Sudden illness of child at home.
2. Family needs medical attention.
3. Family funeral where distance or circumstances make it impossible to complete arrangements under bereavement leave provision.
4. Settlement on properties- up to 1/2 day as may be required.
5. Legal activities which cannot be handled at other times.
6. Homeowner's Emergencies

- b. Permission to utilize additional sick leave for urgent ~~personal~~ reasons may be granted by the Superintendent at his discretion.

Section 4. Personal Leave

Each full-time and part-time employee shall receive two (2) personal business leave days per year.

Each full-time and part-time employee may carry forward into the ensuing fiscal year up to four (4) days of earned but unused personal leave. If an employee earns personal leave which would bring his/her total to above four (4), all such days in excess of four (4) shall be converted to a cash payment at the per diem ~~rate not to exceed \$150 per day~~. Such payment shall be made within thirty (30) days of the start of the fiscal year.

Employee may cash in unused personal days at their per diem rate ~~not to exceed \$105 per day~~. The district will implement a procedure for employees to exercise this option.

Employees terminating their employment and who notify the district ~~ten~~ fifteen (15) working days prior to their termination shall receive their per diem rate ~~not to exceed \$105 per day~~ for all unused personal business days. Such payment shall be made within thirty (30) days following the date of termination.

The use of personal business day(s) shall be requested by the employee using the district's absence management program and must be submitted, at least ~~one week~~ twenty four (24) hours before the start of their shift on that day- prior to the requested date(s) of absence, however, a late request shall not be unreasonably denied.

If an employee requests use of two or more consecutive days, the employee shall submit the request at least seven (7) calendar days prior to the requested dates of absence.

The district may deny a request for a workday immediately preceding or following a holiday. The Superintendent or his/her designee's denial of a personal day request for any of these reasons shall not be subject to the grievance procedure, but may be a subject of "Meet and Discuss".

In addition, the district approval of a personal day request assumes sufficient district coverage remains. In such circumstances, the district will not unreasonably deny a request. Should a request be denied because of insufficient district coverage, the denial may be reviewed by the Director of Human Resources whose decision will be final.

Section 6. Bereavement Leave

- a. 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 three five school days. The board of school directors may extend the period of absence with pay in its discretion as the exigencies of the case may warrant. Members of the immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law or near relative who resides in the same household, or any person with whom the employee has made his their home.

Article X, Illness and Disability

Section 5. The unused portion of sick leave allowance shall accumulate from year to year without limitation and may be used as required. At the time of retirement, employees will receive \$25.00 for each unused sick day up to a maximum of 150 days.

Section 6. At the time of retirement, an employee who has served 10 years in the Central Bucks School District shall be entitled to a service award of ~~\$70~~ 75 for each year of service.

~~Section 7. No part of sick leave may be used for days for which worker's compensation or disability benefits are paid. For individuals receiving worker's compensation, the District shall maintain all District paid benefits for a period of time equal to the employee's length of service with the district or twelve (12) months, whichever is less. Staff who are injured as the result of an interaction with a student, are seen by a doctor, and the doctor advises a course of treatment, shall not have their salary reduced during the duration of the treatment, but no more than 14 days. This may be extended with approval of the Superintendent.~~

In the event a bargaining unit member incurs a workplace injury that:

(a) is determined by the District, following its review/investigation, to have been directly caused by a student; and

(b) is deemed compensable under the Pennsylvania Workers' Compensation Act; and where

(c) the bargaining unit member is subject to an unpaid waiting period under applicable workers' compensation law,

the District shall restore the employee one (1) sick day for each sick day used during the unpaid waiting period.

If the employee does not have sufficient sick leave available to cover any workdays during the unpaid waiting period, the District shall pay the employee their regular rate of pay for such day(s).

No employee shall be entitled to retain payment from the District for any day on which the employee also received workers' compensation wage-loss benefits. In the event of any overpayment, the District shall have the right to recoup such amount through payroll deduction or other lawful means.

Follow-up doctor appointments shall be scheduled outside of the work day when possible.

New Section Section 9.

1. The Board agrees to maintain in force during the term of this Agreement workers' compensation insurance as required by law.
2. Employees suffering injuries during the course of their employment shall immediately report such injury to the Office of Human Resources.
3. The workers' compensation insurance benefits as provided in this Section shall be coordinated with the sick leave and other paid leave and insurance benefit provisions of this Agreement and with other disability benefits provided by law, including Social Security disability benefits, such that no employee shall receive compensation in excess of the amount of the employee's regular base salary.
 - a. An employee receiving workers' compensation may, where applicable, use sick leave limited to the difference between workers' compensation and regular sick pay.

- b. The employee shall have the option to receive full sick leave and return all workers' compensation insurance payments to the employer.
 - c. In either event, sick leave utilized shall be deducted from accumulated sick leave on a pro rata basis.
- 4. Employees shall notify the employer of payments received pursuant to workers' compensation insurance and/or disability insurance benefits within a reasonable time after receipt thereof.
 - 5. The employer shall have the right to post panels of medical practitioners in accordance with current law.
 - 6. For individuals receiving worker's compensation, the District shall maintain all District paid benefits for a period of time equal to the employee's length of service with the district or twelve (12) months, whichever is less.

Article XI, Salaries and Wages

~~Salary classifications and wages ranges~~ are detailed in Appendix A Attached hereto and made a part of this Agreement.

Article XII, Other Conditions of Employment

Section 1. Vacancies

- a. Employees in the bargaining unit shall be afforded an opportunity to apply for vacancies within the district for which they may qualify. The promotion of bargaining unit members to vacant positions classified at higher salary ranges are encouraged by the district. When beginning the interview process, first consideration shall be given to qualified internal candidates. A qualified internal candidate with the required skillset for the vacancy shall receive a guaranteed interview. The district has the duty, however, to consider the best interests of the district and therefore reserves the right to fill any vacancy by appointing a new employee rather than promoting an existing employee. The Director of Human Resources shall oversee and/or monitor all interviews, test, or other procedures used in determining whether or not an employee is qualified for and received a promotional opportunity. When an internal applicant is either not selected for interview, or not offered the position, the applicant will be so notified in writing.
- b. Whenever the District decides to promote one, two or more employee applicants, the district judges in all

respects to be equally qualified in minimum qualifications and suitable, such applicants shall be ranked by the District seniority and promotion shall be offered to the applicant with the greater seniority. Unless there are no other applicants for a position, an employee who is serving a probationary period shall not be eligible for a promotion until the probationary period has been satisfactorily completed.

- c. An announcement of each bargaining unit vacancy that is to be filled shall be posted internally for a minimum of five (5) workdays before vacancies are posted externally for five (5) workdays. ~~and a~~ A copy of each announcement shall be provided to the association president. Such announcement shall state the position's title, salary or hourly rate and work location. Temporary vacancies that are greater than thirty (30) workdays in duration and are known in advance shall also be posted according to the terms of this section.
 - d. Employees will not be transferred involuntarily more than once in any 5 year period. Involuntary transfers will require the following:
 - 1. A sit-down meeting with supervisors, employee and a building representative.
 - 2. Supervisor will communicate the need.
 - 3. The transfer will be memorialized for the personnel file.
 - 4. Employee may add a rebuttal to the documentation of the transfer.
 - 5. Employee has the opportunity to appeal a transfer to the Director of Human Resources and/or Superintendent.
 - e. Transportation Assistants ~~Bus Aides~~ will be permitted to bid on temporary mid-day runs, following the same bidding procedures as drivers. No transportation assistants ~~aides~~ will be permitted to bid on temporary mid-day runs that have a driver to which they are related biologically or by marriage and/or with whom they are in a relationship.
- New section
- f. When awarded a new position, the move will occur within 15 workdays when possible.

Section 2. Travel Allowance

Employees who are required to use their own means of transportation in the performance of their job will be reimbursed at the rate established by the Internal Revenue Service effective July 1 of each fiscal year. Reimbursements will be distributed in the next pay period after board approval, but no more than 60 days after submission.

Section 3. Seniority

- a. Subject to the following conditions, seniority shall be determined by the date first day of work of an individual employee's latest period of continuous employment as bargaining unit employee as defined in Article I - Recognition.
- b. In the event two or more employees have the same seniority date, previous continuous total service as a regular part-time non-bargaining unit employee shall be used to break ties and determine a seniority rank for each employee. Further ties shall be broken by a random event (i.e., lottery). Notice will be provided to the Association regarding tie-breaking events.
- d. A revised seniority and job classification position list shall be distributed by November 1 April 15 of each year. The Association President shall be given a copy of the seniority list for each building.

Section 4. Layoff and Furlough

Layoff and furlough shall be within the following positions classifications. When layoff or furlough is necessary, it shall be accomplished according to seniority with the least senior employee(s) in the affected classification position being subject to layoff or furlough.

No bumping shall occur outside of the affected classification position:

Paraprofessionals 1. Non-Instructional Educational Assistant 2. Personal Care Assistant 3. Instructional Education Assistant-Non-Special Education-Instructional Assistants may not displace Special Education	9. Principal's Assistant 10. Staff Nurse 11. Assistant to the Director of Operations 12. Custodian 13. Utility Person 14. Facilities Specialist 15. 2. Mechanics, Groundskeeper, Carpenter,
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Instructional Assistants	Plumber, Electrician, and Administrative Assistant for Community Relations would each be a separate classification for layoff and recall due to the individual skills that are required for each.
4. Office Clerk Non-Special Education Instructional Assistants may not displace Special Education Instructional Assistants	
5. General Assistant	
6. Safety and Security Personnel	
7. Technology Support Specialist	
8.1 Administrative Assistants	

The following chart identifies support professional positions covered by this agreement.

**New Position Chart outlined below in Appendix A.*

~~A position classification for the maintenance and custodial staff shall be defined as an hourly wages rate category as outlined in Appendix A-Section I- Mechanics, except for mechanics where a special skill or license is required.~~

In the event an employee subject to layoff or furlough was employed immediately preceding the employment in another position classification included within this bargaining unit, such employee ~~should~~ shall be reinstated to such former position ~~classification~~ and the employee with the least seniority in that position ~~classification~~ shall be subject to lay-off or furlough. The salary or hourly rate for such reinstated employee shall not be decreased unless such employee's salary or hourly rate in the position from which he/she is furloughed is above the maximum salary or hourly rate for the position to which reinstated- in which case said employee shall receive the maximum salary or hourly rate for the position to which reinstated.

Section 5. Recall

- a. Recall shall be in the inverse order of being laid off or furloughed and the district shall not employ any person in a position ~~classification~~ from which an employee had been laid off or furloughed within the previous twelve (12) months unless all employees so

laid off or furloughed have been recalled to active employment and have either rejected reemployment or failed to respond to recall within five (5) working days of the date on which recalled. Notice of recall shall be sent to a laid off or furloughed employee by registered mail to the last known address of such person.

Section 6. Safety

Each member of the bargaining unit, as a support professional, is expected to report via the form available on the District's website, in writing, any and all safety concerns involving equipment, facilities or practices used by members of the bargaining unit. Written report should be sent to the President of the Association, the District's Buildings and Grounds Office and the Director of Human Resources. Safety Committees shall be created in accordance with School Board Policy. The Association will have a member on this committee.

Section 7. Technology support specialists, administrative assistants, principal assistants, or office support professionals in a building shall not be regularly assigned duties monitoring students.

Section 8. Technology support specialists and building support center specialists, effective July 1, 2016, shall be scheduled for an eight and one-half (8 ½) hour day, inclusive of a thirty (30) minute, unpaid, meal break.

Section 11. Employees will not be eligible for paid vacation, paid sick days or personal days during the notice period of 10 45 work days prior to resignation or retirement. Personal and vacation days to which the employee is entitled will be paid following the last work day according to the provisions of this contract. Failure to work during the last 10 45 work days of employment (unless disabled) shall result in forfeiture of all unused vacation or personal days and sick days. Early dismissal, late arrival, or school closure shall be included in this time. Employees may request an exception to this Section 11 to the HR Director for special circumstances. HR Director shall have sole discretion to grant or deny the request for an exception.

Section 12. Employees will be paid for any training that was completed and not paid out prior to resignation or retirement.

Section 13 12. District agrees, effective 07.01.20, to make Athletic Director Secretary in the high school a full time, 12 - month position.

Section 14 13. Effective 7/1/16, change Article 6 to reflect Staff nurses, certified nursing assistants, and nursing assistants would be paid an eight (8) hour day inclusive of meal breaks

which they would self-schedule.

Should a staff nurse and/or certified nursing assistant be reassigned during a day to a different building whose hours of work are different than the building to which the employee nurse reported in the morning, the employee nurse shall work to the end of the school day of the building to which he/she is reassigned or eight (8) hours, whichever is greater.

Staff nurses, certified nursing assistants, and nursing assistants will be scheduled to hold 2 meetings annually with the direct supervisor. These meetings will be mandatory, paid, and occur on professional development days, ~~4 meeting each semester,~~ during the work day. For the benefit of students, staff nurses and certified nursing assistants will not be assigned more than two buildings, except for "floating nurses". There will be two (2) nurses scheduled in each building with students if data constitutes having two (2) in a building. The parties understand that per state law an LPN does not need to be assigned in a building with a CSN. Vacancies shall be posted according to Article XII.

Section 15 44. Should support staff, not required for snow removal, arrive late for work due to a weather emergency, he/she shall have until the end of the pay period to make up such time. If the emergency falls on the last day of the pay period, the employee will have until the end of the next pay period to make up the time.

Section 19. Bargaining unit members who serve as coaches for extracurricular programs shall be compensated at the same stipend rates as teachers (EDRs). Coaching duties shall be recognized as district assignments and shall not require support staff to clock out, lose pay, or make up hours missed due to coaching responsibilities. When coaching duties conflict with the employee's regular schedule, the District shall provide paid release time equivalent to that provided to teachers, including coverage for away games, scrimmages, and practices. Coaching assignments shall be voluntary and shall not alter or diminish the employee's position or regular duties.

New Section.

Section 17. Reassignment Obligation

1. In the event that an agency nurse assigned to a student is absent and the district remains obligated to provide nursing services, a staff nurse may be temporarily reassigned to fulfill this obligation. Such reassignment shall be considered temporary, not to exceed five (5) consecutive school days, unless mutually agreed upon by the district and the nurse. Temporary reassignments shall not alter the nurse's primary

assignment or employment status. Whenever possible, the district shall provide at least one (1) school day's notice of reassignment. Staff Nurses performing such reassignment shall receive a premium of \$3.00/hour in addition to their regular hourly rate, plus overtime and travel pay as applicable.

2. Rotation by School Level

The district shall maintain two separate reassignment rotation lists: one for elementary nurses and one for secondary nurses. Each list shall be organized by least seniority. Reassignments shall rotate through the list in order, and no nurse shall be reassigned more than once in a rotation cycle until all eligible nurses have been utilized. The premium for extraordinary duty applies whenever a nurse is reassigned under this rotation.

New Section.

Section 18. Extended School Year (ESY) Program

1. Preferential Hiring

Support staff employees who have previously worked in the District's ESY program shall be given preferential consideration for ESY positions in subsequent years, provided they remain employed by the District and are in good standing.

2. Internal Job Posting

All ESY positions shall be posted internally to current bargaining unit members prior to any external posting. Qualified bargaining unit members shall be given priority in filling ESY positions.

3. ESY custodial staffing requirements: When any district building is occupied by Extended School Year (ESY) during the summer months, the District shall assign additional operations from outside of the host building to perform custodial and building operations duties to those buildings at a midpoint and conclusion of ESY. Host buildings will maintain second shift for the duration of ESY to clean up daily after the ESY program and to ensure proper preparation for the buildings to open for the upcoming school year.

New Section.

Section 19.

The District participates in the Lenovo Self Maintainer Program, which permits the District to perform repairs on Lenovo devices in-house through certified staff.

As long as the District participates in this program, Building Technology Specialists who are certified to perform repairs shall receive a bonus payment of three dollars (\$3.00) for each qualifying repair completed. To be eligible for the bonus payment, repairs must be completed and properly documented within seven (7) calendar days of assignment, or receipt of required materials.

Bonus payments shall be calculated on a quarterly basis and paid to eligible employees in the first payroll period following the close of each quarter.

New Section.

Section 20. Pool Operator Stipend

Certified Pool Operator credentials to work on the pools shall receive assignment differential of \$1.50 for the time spent working on the pool chemicals, checking pumps and using specific skills related to managing pools.

New Section

Section 21. Reimbursement for Personal Property Damage. The District shall establish a fund of Five Thousand Dollars (\$5,000) in each year of this Agreement which shall be used as a source of reimbursement to Bargaining Unit Members, subject to the terms and conditions set forth in this Article, for the cost of replacing or repairing personal property which is damaged, destroyed or lost while the Bargaining Unit Member is acting in the proper performance of his/her duties.

Claims for reimbursement for each school year shall be submitted, in writing, to the office of the District Superintendent, by May 15th of that school year. Claims occurring after May 15th shall be submitted in the next school year.

The Bargaining Unit Member shall have the burden of establishing his/her claim by appropriate documentation. Examples of documentation shall include, but are not limited to: an affidavit of the Bargaining Unit Member, a copy of any police report that was made, a copy of any insurance related documents, such other reports as are available, and documentation of the value of the personal property involved. All paperwork shall be submitted to the Business Office for review.

No claims shall be paid for losses which have been or are reimbursed from any other source. If a claim is paid and reimbursement is later received, the Bargaining Unit Member shall refund the amount paid to the extent of the other-source reimbursement received.

No claim shall result in payment of reimbursement more than Five Hundred Dollars (\$500) for any losses resulting from a

single incident or occurrence. The total amount paid on account of all claims for one year shall not exceed the amount of the Personal Property Fund.

In the event that the allowable claims exceed the amount available in the Personal Property Fund, all claims shall be prorated.

New Section

Section 25. Work Boots Reimbursement. Employees including mechanics, utility, grounds and facility specialists who chose to wear work boots as part of their assigned duties and shall be eligible for reimbursement up to a maximum of \$150 for the purchase of approved work boots. Reimbursable boots must meet the following minimum specifications:

1. Minimum six (6) inch height providing ankle support;
2. Safety toe or composite toe protection meeting applicable ASTM safety standards;
3. Designed for occupational/workplace use and appropriate for the employee's assigned job duties.

New Section

Section 22. Support professional employees who are required to complete training or log documentation as a condition of employment will be compensated for up to thirty (30) hours per year at their regular hourly rate. Payment will be made quarterly following submission of documentation of completion. The District will not delay payment until semi-annual or annual payroll cycles once documentation has been verified.

Article XVI, Separability

If any provision of this Agreement or any application of the Agreement to any employee or group of employees is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect. In the event that any provision is found invalid, the District and the Association agree to meet and negotiate promptly over the affected provision to ensure compliance with applicable law while preserving the intent of the Agreement.

Article XVII, Negotiations of Successor Agreement

The parties agree to enter into collective bargaining for a successor agreement not later than 180 days prior to June 30, 2026-2030.

Article XVIII, Meet and Discuss

The parties do hereby agree that matters of a "Meet and Discuss" nature as defined under Section 702 of Public Employee Relations Act 495 and the finding of the Pennsylvania Labor Relations Board, may be considered under the "Meet and Discuss" provisions as set forth in Section

301(17), and in compliance with Section 1201 (a) (9) and 1201 (b)(9) of the Public Employees Relations Act 195. The parties agree to meet a minimum of four times between July 1 and June 30 of each year. Not more than five representatives of the District will attend the meetings including supervisors, central office staff personnel, and at least one school board member.

Article XX, Duration of Agreement

This agreement shall be effective on July 1, ~~2021-2026~~ and continue in full force and effect until June 30th, ~~2026~~2030.

Appendix A, Position Classifications, Wage Ranges and Footnotes

a. Salary Rate Differentials

2. Special Educational Assistant/Personal Care Assistant Premium Pay - A special education assistant or a personal care assistant assigned to students with toileting needs shall receive an additional ~~\$1.25~~ \$0.75 per hour. Any special education assistant or personal care assistant who fills in or substitutes for a student's regularly assigned assistant for all or part of a day is eligible to receive the \$1.25 per hour stipend for the full day. Support professionals assigned full time to students with toileting needs will get the full rate everyday consistent with current practice. — for students at level 2 or 3 (described below), or \$1.25 per hour for students at level 1 (described below) above the rate to which otherwise entitled.

- a. Helping a student use the toilet involves a series of tasks aimed at ensuring their comfort, hygiene, and independence (when appropriate) while using the restroom. These tasks may vary depending on the age, developmental stage, and specific needs of the student, but MUST include a combination of the following:

1. Preparing the Environment: Ensuring the restroom is safe, clean, and appropriately equipped. This may involve adjusting toilet seat height, adjusting hand rails, and maintaining a stock supply of toilet paper, wipes, and other hygiene products;
2. Clothing Management: Help the student on and off the toilet safely, which may involve providing physical support or the use of adaptive equipment like a raised toilet seat/Hoyer lift;
3. Hygiene Practices: Assist the student with proper hygiene routines, such as wiping, flushing, feminine hygiene care, and hand over-hand hand washing;

- b. Providing verbal instructions to students regarding toileting or hygiene tasks, walking a student to the nurse's office or to a bathroom, or simply providing students with products or supplies does not constitute toileting for the purposes of payment;
- c. If assisting a student with menstrual cycle hygiene, or if subbing for an EA/PCA and now are assisting a student with toileting needs, the support professional is to complete the Toileting Assistance: Substitute Assignment Form for the days you assisted the student with a combination of the above tasks.

~~Level One—students who are at the “partial or full physical” level of support. These students may need hands-on assistance with wiping after a bowel movement or may not be able to wipe themselves or change their diapers due to physical limitations.~~

~~Level One—\$1.25 per hour~~

~~Level Two—students who are at the “modeling” and “gestural” levels. These students would need a staff member to accompany them into the bathroom each time, pointing and modeling tasks in the bathroom, and reviewing any visual guides/task analyses and providing verbal cues about what to do.~~

~~Level Three—students who are at the “visual” and “verbal” levels. These students would need a staff member to escort them to the bathroom each time, reviewing any visual guides/task analyses and providing verbal cues about what to do.~~

~~Level Two & Three—\$0.75 per hour~~

- 3. Paraprofessional - Instructional Education Assistants (IA's) who have teacher certification will be paid an additional \$2.00/hour. Such Paraprofessional Instructional Education Assistant will be required to substitute for absent teachers when needed. Educational Assistants and emergency certified Instructional Educational Assistants shall receive an additional \$1.00 per hour respectively. Those with an inactive certification will be compensated at \$1.50 per hour over base when covering a class as a substitute teacher.
 - (a) Emergency Certified - \$1.00 over base
 - (b) Inactive certified - \$1.50 over base
 - (c) Active certified - \$2.00 over base

This will be on a rotating basis as needed within a building and based upon certification. There will be no

cap, but the district will closely monitor and continue efforts to increase substitute pool.

Employees will only be permitted to move on or off this list at the beginning of semester 1 or semester 2. If an individual is not substituting the individual will be removed at the start of the next semester.

5. Any bargaining unit member temporarily assigned to other duties normally performed by an employee in this bargaining unit where the starting rate for that position is higher shall move laterally to be paid at the same salary step of the employee that they replace starting on the first 2nd day of work in that position, and continue at that salary until the employee returns, or if the person does not return, until the vacancy is filled. If the employee is off the salary schedule, the employee assigned to perform the duties shall earn top step rate of that position or current rate, whichever is higher.

c. Promotions

1. A full-time employee who is promoted to a higher position ~~classification~~ shall serve in such new position ~~classification~~ a probationary basis for ~~sixty two (602) calendar days~~ months.

3. A promoted employee who does not satisfactorily complete the probationary period in the new position ~~classification~~ shall be entitled to return to his/her former position ~~classification~~ at their previous wage rate. If no positions are available, then the employee shall be ~~assigned~~ returned to their former any position and the least senior employee will be reassigned to a position for which they are qualified. ~~within their position classification until such time as a vacancy occurs.~~ Such termination of employment in the new position ~~classification~~ shall not be subject to grievance or appeal.

- d. A part-time custodian shall not serve an additional probationary period if promoted to a full-time custodian. A part-time custodian promoted to a higher position ~~classification~~ (e.g., utility person, facilities specialist, mechanic) shall serve a ~~three sixty (360) month~~ calendar days probationary period. The district will endeavor to return any such promoted part-time custodian whose employment in such a higher position ~~classification~~ is terminated during the probationary period to a part-time custodian position.

- g. Work Year Expectations Under the 20-Pay Schedule for 10 Month Employees. All 10 Month support staff excluding

Duty Assistants, Community Schools, Basic Skills, Title I and Title III Instruction Assistants, and Transportation Assistants shall be compensated under the 20-pay schedule and will receive pay on the 15th and the 30th or 31st of each month, depending on the calendar. Because these 10 Month support staff are compensated for the full 182-day work year, these 10 M support staff are expected to work their regular contracted schedule, including student half days.

During periods when students are not present, employees should contact building administration or their direct supervisor regarding duties to be performed. Employees will remain in their assigned work locations (unless participation in a districtwide or supervisor-directed training requires relocation) and will perform duties within their regular job classification, scope of practice, and assigned responsibilities.

If the 15th, 30th, or 31st falls on a weekend, employees will be paid on the Friday before. If a scheduled pay date falls on a holiday, employees will receive their pay before the holiday. The first pay of each school year will occur on September 15.

g. h. When a pay date falls on the holiday, the pay date will be the last workday preceding the holiday.

Appendix B, Grievance Procedure

Section 3. Formal Grievance Procedure

~~a. Level 1- Any claimant who has not been able to satisfactorily resolve the problem through oral discussion with the building principal or designated administrative supervisor may reduce the grievance to writing on a form agreed to by the parties and may submit such grievance in writing to the Director of Human Resources within twenty-five (25) working days of the act upon which the grievance is based. The Director of Human Resources shall meet with the claimant within eight (8) working days following receipt of the written grievance and shall respond to the grievant in writing within five (5) working days after such meeting.~~

b. Level 1~~4~~. Any claimant who has not been able to satisfactorily resolve the problem through oral discussion with the building principal or designated administrative supervisor if action take at Level 1 fails to satisfactorily resolve the grievance, the grievance may submit be submitted in writing on a form agreed to by the parties a grievance by the claimant to the Superintendent within eight (8) working days. of the employee's receipt of written response pursuant to Level 1. The Superintendent shall meet with the claimant and their chosen

association representative within eight (8) working days following receipt of the written grievance and shall respond in writing within five (5) working days after such meeting.

- c. Level 2 ~~III~~ If action taken at Level 1 ~~I~~ fails to satisfactorily resolve the grievance, the grievance may be submitted in writing by the claimant to the Board within five (5) working days of the employee's receipt of the written response pursuant to Level 1 ~~I~~. The Board or a committee of the Board shall meet with the claimant within twenty- five (25) calendar days following receipt of the written grievance and shall respond to the grievance in writing within five (5) working days after such meeting. A copy of the written response shall be forwarded to the president of the Association.
- d. Level 3 ~~IV~~ If the Association is not satisfied with the disposition of the grievance at Level 2 ~~III~~ it may, within five (5) working days after receipt of the Board's response, initiate arbitration pursuant to Section 903 of Act 195, Public Employee Relations Act.

Section 4. Miscellaneous

- a. Time limits may be extended by mutual consent, such consent to be in writing.
- b. Forms for filing grievances shall be prepared jointly by the Board and the Association and given appropriate distribution so as to facilitate operation of the grievance procedure.
- c. Meetings and hearings under this procedure shall not be conducted in public and shall include only the parties and their representatives.
- d. A claimant is entitled to have representation of his or her own choice and Association leadership at each step of the grievance procedure.
- e. If the Director of Human Resources, Superintendent, or Board fail to meet the time limits as specified in Level 1 ~~I~~, 2 ~~II~~, or 3 ~~III~~, respectively, the grievance may proceed to the next level.
- f. Meeting at Level 1 ~~I~~, 2 ~~II~~, and 3 ~~III~~ may be waived by Director of Human Resources, Superintendent or School Board respectively. In the event any such meeting is waived, the written response to the grievance shall be sent to the claimant not later than would be required if a meeting were held.

- g. Non-Forfeiture Clause- Failure to process a grievance by any member of the bargaining unit shall not constitute an acceptance of any conditions or practices under this agreement and shall not waive any future rights to grieve any item.

Appendix A: Position Classifications, Wage Ranges and Footnotes
Section 1. Classifications

a. Paraprofessionals Non-Instructional Educational Assistants Transportation Assistant Educational Assistant-Office Duty Assistant Security Assistant	<u>b-a. Technology Support Specialist</u>
c. Instructional Educational Assistant Special Education Assistant Educational Assistant Library Assistant Basic Skills/Title 1 Instructional Assistant Job-Coaches/Transitions Program	<u>d.b. Staff Nurse</u>
<u>e-c. Personal Care Assistant</u>	<u>f.d. Custodian</u>
g. Office Clerk- Non-Instructional School Office Clerk School Receptionist High School Guidance Clerk Science/Curriculum Clerk Graduation-Project Clerk	b. Utility person Building Utility District Utility Grounds Warehouse
i. General Assistant Guidance Office Assistants School Office Assistants Central Office Assistants Curriculum- Assistants Central Office- Receptionist Special Services Assistants Athletic- Office Assistants	<u>j-e. Facilities Specialist</u>
<u>k-f. Safety and Security Personnel</u>	l. Mechanic Class C Carpenter Communications Systems Mechanic Grounds person Warehouse Preventative Maintenance Mechanic
m-g. Administrative Assistants Assistant- Principal's Assistants Community- School Assistants Accounts Payable Assistants Special- Services Assistants Transportation Manager Assistants Community-	n. Mechanic Class B Mechanic/Printer Groundskeeper

Relations Assistants Human Resources Assistants	
e.h. Principal's Assistants	p. Mechanic Class A Boiler mechanic Carpenter Communications Systems Mechanic Electrician HVAC Plumber

Job Positions

*Positions are identified by the lowercase letter(s) such as a., b., aa., ab. that appear before each job title in the chart below.

<u>Paraprofessionals</u>		<u>Technology & Innovation Support Professionals</u>	
a.	<u>Personal Care Assistant</u>	ab.	<u>Building Technology Specialist</u>
b.	<u>Duty Assistant</u>	ac.	<u>District Technology Specialist</u>
c.	<u>Transportation Assistant</u>	ad.	<u>Technology Administrative Assistant</u>
d.	<u>Regular Education Assistant</u>	<u>Operations Safety & Security Support Professionals</u>	
e.	<u>Special Education Assistant- Classroom</u>	ae.	<u>Safety & Security Lead 12 Months</u>
f.	<u>Special Education Assistant- Job Coach/Transitional Programs</u>	af.	<u>Safety & Security Assistant 10 Months</u>
g.	<u>Library Assistant</u>	<u>Operations Custodial & Utility Support Professionals</u>	
h.	<u>Basic Skills Assistant</u>	ag.	<u>Facilities Specialist</u>
i.	<u>Title 1 and Title 3 Instructional Assistant</u>	ah.	<u>Utility Person Building</u>
j.	<u>Registered Behavior Technician</u>	ai.	<u>Utility Person District</u>
		aj.	<u>Utility Person Grounds</u>
	<u>Health Services Support Professionals</u>	ak.	<u>Utility Person Warehouse</u>
k.	<u>Staff Nurse</u>	al.	<u>Custodian/Floating Custodian</u>
l.	<u>Certified Nursing Assistant</u>		
m.	<u>Nursing Assistants</u>	<u>Operations Mechanics Support Professionals</u>	
		am.	<u>Mechanic A</u> <u>Boiler</u>
	<u>Office Support Professionals</u>	an.	<u>Mechanic A</u> <u>Carpenter</u>
n.	<u>Office Assistant (clerks) 12 Months</u>	ao.	<u>Mechanic A</u> <u>Communications Systems</u>
o.	<u>Office Assistant (clerks) 10 Months</u>	ap.	<u>Mechanic A</u> <u>Electrician</u>
p.	<u>General Assistant 12 months</u>	aq.	<u>Mechanic A</u> <u>HVAC</u>
q.	<u>General Assistant 210 days</u>	ar.	<u>Mechanic A</u> <u>Plumber</u>
r.	<u>General Assistant 184 days</u>	as.	<u>Mechanic A</u> <u>Grounds Person</u>
s.	<u>Administrative Assistant</u>	at.	<u>Mechanic A</u> <u>Equipment</u>
t.	<u>Principal Assistant</u>	au.	<u>Mechanic A</u> <u>Preventative Maintenance</u>
		av.	<u>Mechanic B</u> <u>Printer</u>
	<u>Specialists</u>	aw.	<u>Mechanic C</u> <u>Carpenter</u>
u.	<u>Business Office Specialist</u>	ax.	<u>Mechanic C</u> <u>Communications Systems</u>
v.	<u>HR Office Specialist</u>	ay.	<u>Mechanic C</u> <u>Grounds Person</u>
w.	<u>Operations Specialist</u>	az.	<u>Mechanic C</u> <u>Painter</u>
x.	<u>Payroll Specialist</u>	ba.	<u>Mechanic C</u> <u>Preventative Maintenance</u>
		bb.	<u>Mechanic C</u> <u>Plumber</u>
		bc.	<u>Mechanic C</u> <u>Warehouse</u>

	<u>Community School Paraprofessionals</u>			
y.	<u>Community School Lead</u>			
z.	<u>Community School Instructor</u>			
aa.	<u>Community School Education Assistant</u>			

Only positions listed in the above chart are recognized as bargaining unit employees. When a new position, permanent or temporary, is created by the District, the District agrees to notify the Association. Such notice shall be given to the Association as early as practicable to allow the Association to meet with the District to agree upon the wage rate for the new position.

New Hire Rate Chart:

A new hire shall be placed at step one of their job position.

<u>Position Title</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
Administrative Assistant	\$18.36	\$18.45	\$18.55	\$18.64	\$18.73
General Assistant	\$16.32	\$16.40	\$16.48	\$16.57	\$16.65
Principal's Assistant	\$23.68	\$23.80	\$23.92	\$24.03	\$24.15
Technology Support-Specialist	\$23.22	\$23.33	\$23.45	\$23.57	\$23.68
Facilities Specialist	\$22.66	\$22.78	\$22.89	\$23.00	\$23.12
Custodian	\$18.34	\$18.43	\$18.53	\$18.62	\$18.71
Non-Instructional Assistant	\$14.28	\$14.35	\$14.42	\$14.50	\$14.57
Instructional Assistant/Personal Care Assistant (PCA)	\$16.32	\$16.40	\$16.48	\$16.57	\$16.65
Staff Nurse	\$24.32	\$24.44	\$24.56	\$24.69	\$24.81
Safety and Security Personnel	\$18.36	\$18.45	\$18.55	\$18.64	\$18.73
Mechanic A	\$31.60	\$31.76	\$31.91	\$32.07	\$32.23
Mechanic B	\$31.45	\$31.60	\$31.76	\$31.92	\$32.08
Mechanic C	\$23.22	\$23.33	\$23.45	\$23.57	\$23.68
Utility Person	\$19.88	\$19.98	\$20.08	\$20.18	\$20.28

4. Inclement Weather Emergency or Unexpected Closure.

A. School Closures. Emergency or unexpected circumstances that lead to a Building or District closure shall result in the following members reporting to work on the day of, the day before, or the day after the closure to complete emergency work. Under these conditions, the following rules shall apply:

1. Work Requirements and Compensation. All Operations, Mechanics, Utilities and Custodial Support Professionals shall report to work during unexpected closures. Duties shall include snow removal, salt, and other necessary emergency clean-up. Members shall be paid at double-time and a half of

their regular rate of pay.

2. Minimum Staffing per Building. For safety reasons, there must be at least two (2) members assigned and present to any building.
3. Expectation of Work Following Emergency Clean-up. Once all necessary emergency clean-up is completed, members shall be permitted to leave and work remotely on available training provided or to continue working their remaining shift on location and receive their regular rate of pay.
4. Medical Accommodations Impacting Emergency Clean-up. If a member requires a medical accommodation to complete the necessary emergency clean up, or there is an impairment prohibiting the member from completing the work, they are required to complete the relevant paperwork with the Department of Human Resources prior to November 15 annually. If a condition arises that impacts the employee in this manner after November 15, the employee is expected to notify the Department of Human Resources as early as possible.
5. Continued Closure. If the Buildings or District remain closed for additional days following the emergency or unexpected closure as defined above, the members shall report to work when they are safely able to arrive and shall begin work at their regular rate of pay.
6. Paid Leave Time During Emergency Closures. Members that utilize paid leave time (vacation, personal, or sick) during a closure shall be charged for that time and will be paid at their regular rate of pay. The District reserves the right to request a physicians note or an ADA accommodations review after more than one (1) use of sick leave time during emergency closures.
7. Work Requirements for Remaining Employees. All other ten month members, twelve month members, General Assistants (210) and all Assistants located at the District Office will not be required to report to work if the buildings experience emergency closures. However, all members shall be required to work remotely. Members may be needed for asynchronous/synchronous learning with students.
8. Employees that report for inclement weather clean-up on holidays shall be compensated at double time and a half in addition to holiday pay. Employees that report for inclement weather clean-up on weekends shall be compensated at double time and a half. Employees that report to work for inclement weather clean-up shall be compensated at double time and a half.
9. Operations mechanics, utilities or custodial employees who require a medical accommodation restricting shoveling salting, or the operations of snow removal equipment shall submit all required documentation to the Department of Human Resources no later than November 15 of each year. In the event a qualifying medical condition arises after November 15, the employee shall be permitted to submit a medical accommodation request upon the onset of the condition.
10. Operations mechanics, utilities, and custodial employees shall be paid a minimum of three (3) hours for inclement weather clean up.
11. Employee Responsibilities.
 - a. Operations, grounds mechanics, and ground utilities are responsible for snow plowing/snow removal, ice melt material application to driveway and parking areas, and the use of large equipment for snow removal.
 - b. Operations mechanics, district and building utilities, and custodial employees are responsible for clearing sidewalks, building entrances, steps and spreading ice melting material on walking surfaces.

12. Support professionals other than mechanics, utilities, grounds, and custodial employees will not be required to report to work if the buildings are closed due to inclement weather.
13. Support professionals shall be required to complete hours to make up their time. Hours may be completed by using online training, coursework, or assignments through a digital platform or assigned by a supervisor. Should an employee not have access to a district device, paper copies of assignments or activities shall be provided by the district prior to the school closure. Assignments and activities shall be reasonably related to the employee's position and assigned or approved by the supervisor.
14. Hours must be completed and submitted by timesheet within the current or immediately following pay period. Personal, vacation, or sick time may be used to make up hours. Choice of leave time must be submitted to the employee's supervisor within five (5) days of school closing. After more than one use of sick time during inclement weather events, the district may request a physician's note.
15. The first traditional "snow day" of each year shall be designated as a paid workday for all 10 month and 12 month support professionals who are not needed for inclement weather clean-up. This paid workday shall not be rescheduled, made up or otherwise deducted from an employee's compensation or leave balance.
16. Operations mechanics, utility and custodial employees ~~/Facilities Staff~~ that utilized benefit time (vacation, personal or sick) will be charged for that time, which will be paid at their regular rate of pay.
17. Second shift would be allowed to safely return to work for detail work at their regular rate of pay.

B. Delayed Openings/Early Dismissal - On a day that the district has a delayed opening/early dismissal due to inclement weather:

1. Operations, mechanics, utilities, and custodial employees ~~/Facilities Staff~~ - all, including mechanics, utilities, grounds, and custodial staff who will report to work during an inclement weather clean-up and removal will shall be paid at double time and a half their regular rate of pay for a minimum of three (3) hours and shall then be compensated at their regular rate of pay. from the time they report to work until the start of their normal shift. After the start of their normal shift, all normal overtime rates will apply.
2. Operations mechanics, utilities, and custodial employees are required to complete the remainder of their regular shift upon conclusion of inclement weather clean-up.
3. Operations, mechanics, utility and custodial employees that utilize benefit time (vacation, personal, or sick) will be charged for that time, which will be paid at their regular rate of pay.
4. After more than one use of sick time during inclement weather events, the district may request a physician's note, or an ADA accommodations review may be required.
5. Early Dismissal - Employees may leave ~~one (1) hour after~~ once all students have left the buildings. student dismissal, e- Support Professionals at 16 and 20 Welden may leave 30 minutes after the last student leaves a "C" school. Employees leaving will be paid their regularly scheduled time for that day.
 1. If staff is required to work on holidays or weekends, normal overtime rates will apply as outlined in the CBESPA agreement. This applies to closures, delays, and early dismissal.
 2. There shall be a 10 PM to 4 AM black out window for calls regarding inclement weather to the Operations Staff.

Deneen Dry, CBESPA President
June 19, 2026
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6. Minimum Staffing per Building. For safety reasons, there must be at least two (2) members assigned and present to any building.

Very truly yours,



Peter C. Amuso, Esquire

cc: Central Bucks School District Board of Directors
Dr. Charles Malone, Substitute Superintendent
David Matyas, Interim Chief Financial Officer
Cathy Rossi, Interim Director of Human Resources
Bradley Gross, PSEA/CBESPA Representative

I CERTIFY THAT THE TERMS ABOVE REFLECT THE AGREEMENT REACHED BETWEEN THE CENTRAL BUCKS SCHOOL DISTRICT AND THE CENTRAL BUCKS EDUCATIONAL SUPPORT PROFESSIONAL ASSOCIATION DURING THE NEGOTIATIONS OF THIS CONTRACT.

DATE: 6/25/26, 2026



Deneen Dry, CBESPA President