ELD

Educators of Lower Dauphin

COLLECTIVE BARGAINING AGREEMENT

Lower Dauphin School District

JULY 1, 2026 – JUNE 30, 2031

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ARTICLE I -
AGREEMENT

This Agreement is made and entered into this 8th Day of June, 2026 by and between the Lower Dauphin School District (hereinafter "T/the District") and the Educators of Lower Dauphin (ELD).

ARTICLE II -
RECOGNITION

A. The District recognizes the ELD as the exclusive representative for collective bargaining over wages, hours, and other terms and conditions of employment under Act 195 for all professional employees in the bargaining unit, as certified by the Pennsylvania Labor Relations Board in Case No. PERA-R-4883C (October 24, 1974), which is incorporated herein.
B. For purposes of this Agreement, "employee" means all full-time and regular part-time professional and temporary professional employees in the bargaining unit, excluding per diem substitutes and supervisors as defined by Act 195.

ARTICLE III -
SEVERABILITY

A. If any part of this Agreement is declared illegal by a court of competent jurisdiction, that portion shall be deleted to the extent of the violation. The remaining provisions shall remain in full force and effect for the duration of the Agreement, provided they are not affected by the deletion.
B. Statutory references apply to the enactments in effect on the date this Agreement was executed.
C. If a replacement provision is required, ELD or the District may negotiate a modified clause that complies with Section 7 of Act 195.

ARTICLE IV -
WAIVER AND SCOPE CLAUSE

A. The parties acknowledge that they had full opportunity to bargain over all mandatory subjects and that this Agreement represents their entire understanding.
B. Neither party shall be required to bargain during the term of this Agreement over any matter not expressly addressed herein.
C. All individual employee contracts shall conform to this Agreement, which shall prevail in the event of any conflict.
D. This Agreement may be amended only by a written instrument signed by both parties.

ARTICLE V -
LABOR PEACE

A. For purposes of this Agreement, a "Strike" means any concerted action, including failure to report for duty, willful absence from one's position, work stoppage, slowdown, or any partial or complete refusal to perform assigned duties, undertaken to influence or compel changes to conditions of employment, compensation, or employment-related rights or obligations.
B. ELD agrees that no employee within the bargaining unit, nor any representative acting on their behalf, shall engage in, assist, or encourage any Strike or work stoppage during the term of this Agreement.
C. The District agrees that it shall not initiate or cause a lockout at any time during the term of this Agreement.

ARTICLE VI -
GRIEVANCE PROCEDURE

A. <u>DEFINITIONS</u>
   1. Grievance: A "Grievance" shall mean an alleged violation, misinterpretation, or misapplication of the provisions of this Agreement.
   2. Grievant: A "Grievant" shall mean an individual employee, a group of employees, or the bargaining agent acting on their behalf who submits a grievance pursuant to this Agreement.
   3. Days: Unless otherwise specified, "Days" shall mean days during which the District offices are officially open for business, excluding weekends and legal holiday

B. <u>SUBMISSION REQUIREMENTS</u>
   1. Grievances must be submitted on an ELD grievance form and must include:
      a. Grievant's name
      b. Relevant Agreement provision(s)
      c. Date/time of incident
      d. Location
      e. Date filed with principal/designee
      f. Grievance statement and requested remedy
      g. Grievant signature(s)
   2. Time Limitations
      a. A grievance *shall* be filed within fifteen (15) days from the date on which the grievant knew, or reasonably should have known, of the event giving rise to the grievance. Failure to file within this period *shall constitute* a waiver of the grievance, and the matter *shall be deemed resolved*.
      b. In the event an administrator fails to issue a written decision within the prescribed timeframe, the grievant *shall be entitled* to advance the grievance to the next step of the procedure.
      c. All time limits set forth herein *may be extended only by* mutual written agreement of the parties

3. Representation
    a. The grievant may be represented at any stage of the grievance procedure by:
        i. themselves,
        ii. a representative from the bargaining unit, or
        iii. a representative designated by the bargaining agent.
    b. When the bargaining agent is not representing the grievant, the bargaining agent retains the right under Act 195 to be present during the grievance adjustment.
    c. Any grievance resolved without the participation of the bargaining agent shall not establish precedent.
    d. Advancement of any grievance to binding arbitration shall be at the sole discretion of ELD.
4. Group Grievance
    a. A group grievance must be filed in writing with the District Superintendent within fifteen (15) days of when the issue occurred or became known, including a description or list of affected employees.
    b. The Superintendent will schedule a Level Two conference within five (5) days.
    c. If unresolved at or within five (5) days after that conference, the grievance moves to Level Three.
5. Hearings
    a. Hearings or conferences will be scheduled by the District at a time and place that allows the grievant(s) to attend.

C. <u>GRIEVANCE LEVELS</u>

1. Level One
    a. The grievant(s) shall submit the written grievance, using the grievance form, to the building principal within fifteen (15) days of when the grievance occurred or became known.
    b. The building principal shall issue a written decision within five (5) days of receiving the grievance.
    c. If the grievance is not resolved at Level One, the grievant may appeal in writing to the District Superintendent within ten (10) days of the Level One decision, stating the reasons for the appeal.
2. Level Two
    a. The District Superintendent shall schedule a hearing with the grievant within five (5) days of receiving the written appeal, unless the grievant waives the hearing.
    b. Within five (5) days of the hearing or waiver of hearing, the District Superintendent shall issue a written decision and notify the grievant(s) of the decision and the reasons for it.
    c. If the grievance is not resolved at Level Two, the grievant may appeal in writing to the Board of School Directors within ten (10) days, stating the reasons for objecting to the District Superintendent's decision.
3. Level Three
    a. The Board, or its representatives, shall hold a hearing with the grievant(s) within fifteen (15) days of receiving the written appeal.
    b. The Board shall issue its written decision, including reasons, within ten (10)

days after the hearing.

    c. If the grievance is not resolved at Level Three, ELD may submit it to binding arbitration under Section 903 of Act 195 within fifteen (15) days of the Level Three decision.

4. Level Four
    a. The arbitrator shall be chosen by mutual agreement between ELD and the District.
    b. If they cannot agree, either party may request a list of arbitrators from the Bureau of Mediation, and the selection process will follow Article IX, Section 903(1) of Act 195.

D. <u>LIMITATIONS OF THE ARBITRATOR</u>

1. The arbitrator has no authority to add to, subtract from, alter, or modify this Agreement, nor to replace the District's discretion where the Agreement grants the District that discretion.
2. The arbitrator's review is limited to the specific terms and content of this Agreement.

ARTICLE VII - LABOR AND MANAGEMENT MEETING

A. In accordance with Section 702 of Act 195, public employers shall be required to meet and discuss on policy matters affecting wages, hours, and terms and conditions of employment, as well as the impact thereon, upon request of the public employee representative.

B. Either party may request a meeting, which will be scheduled at mutually agreeable dates and times. At a minimum, meetings will be held monthly from September through May, and as mutually agreed to in the months of June, July, and August. Exact dates and times may be cancelled/changed by mutual agreement. The Lower Dauphin Board of School Directors, represented by the Administration, and ELD shall make best efforts to exchange agenda items at least five (5) days before each meeting.

C. Each party agrees to select no more than three (3) representatives to discuss the topics identified.

D. Minutes of these meetings are the responsibility of each party. At their discretion, each party may provide copies of meeting minutes to their respective governing bodies.

ARTICLE VIII - PUBLICATION AND DISTRIBUTION OF AGREEMENT

A. Upon completion of the Agreement, and ratification by both the District and ELD, a PDF copy will be provided to ELD and the District for distribution to the employees.

B. The District will make the Agreement available on the District's publicly accessible internet website.

ARTICLE IX -
MANAGEMENT RIGHTS

A. The District retains all powers, rights, authority, duties, and responsibilities granted by the Constitution and laws of the Commonwealth of Pennsylvania, except as expressly limited by this Agreement.
B. Its adoption of policies, rules, regulations, and related decisions is restricted only by the specific terms of this Agreement.
C. These management rights include, but are not limited to, decisions regarding functions and programs, service standards, budgeting, technology use, organizational structure, and the selection and direction of personnel.

ARTICLE X -
LEAVE PROVISIONS

A. PERSONAL LEAVE

1. Definitions:
    a. Personal leave is intended for fulfilling personal responsibilities.
    b. "Student Days" - refer to days during the school term when students are present for instruction, excluding vacation and professional in-service days.
2. Leave Entitlement
    a. Each professional and temporary professional employee is granted three (3) paid personal leave days per school year.
    b. Personal leave days shall not be earned while on sabbatical leave for restoration of health or a leave of absence for professional development or while on any other leave in excess of ninety (90) consecutive days in any school year.
    c. Temporary and Professional Employees employed for less than one (1) full contract year shall be entitled to the following:

Days of Work	Personal Days Earned
1-30	0.5
31-60	1
61-90	1.5
91-120	2
121-150	2.5
151 or More	3

3. Restrictions – General
    a. Personal leave is not permitted during the first or last ten (10) student days, on scheduled building-specific state-mandated testing days, or on full-day in-service days.
    b. On days that are partial student days and partial in-service days, employees shall be permitted to take personal leave for the entire day.
    c. No more than 10% of employees, or three (3) employees per building (whichever is greater), may take personal leave on the same day.
    d. Personal leave days may be taken on a half-day basis.

4. Restrictions - Consecutive Days
    a. At other times, more than three (3) consecutive days require at least ten (10) student days' written notice and written approval from the Superintendent or designee.
    b. Approval beyond three (3) days is at the Superintendent's sole discretion and is not subject to the grievance process.
    c. Denials for up to five (5) consecutive days will be based on significant instructional disruptions (e.g., standardized testing, midterms, kindergarten registration, parent-teacher conferences).
5. Restrictions – Holidays
    a. Personal leave may be taken immediately before or after Thanksgiving, Winter Break, Presidents' Day, Spring Break, and Memorial Day, subject to these limits:
    b. Each Elementary building: 10% of employees or three (3) employees, whichever is greater.
    c. Each Secondary building: 10% of employees or four (4) employees, whichever is greater.
6. Requests and Exceptions
    a. Requests for a personal day shall be made using the district's leave management system with three (3) calendar days' notice unless exigent circumstances prevent such advance notice.
    b. The Superintendent may approve personal leave on restricted days for extenuating circumstances at their sole discretion. Decisions are final and not subject to the grievance process.
7. Part-Time Employees
    a. Employees working less than a full school year will earn personal leave on a prorated basis, as described in the chart above.
8. Unused Personal Days
    a. The employee may elect to accumulate personal leave days for a total of five (5) personal days in a given school year.
    b. The employee may elect to be reimbursed for unused personal days at the rate of $200 per day.

B. <u>FMLA PREGNANCY/CHILDBIRTH LEAVE</u>

1. Eligible employees shall be provided up to twelve (12) work weeks of unpaid leave in a twelve-month period for the birth, adoption, foster placement or first-year care of a child.
2. Should the employee have available paid leave time, and qualify under FMLA, the paid leave time will run concurrently with the twelve (12) work weeks.
3. An employee's use of FMLA for the birth, adoption, foster placement, or first-year care of a child shall otherwise comply with Article X.H. and applicable law.

C. FAMILY MEDICAL LEAVE

1. The parties agree to comply with the requirements of the Family and Medical Leave Act of 1993 (FMLA). Neither the District nor the employees waive the right to exercise any prerogative or right under the act.
2. If both spouses are employed by the District, a combined leave limit of 12 weeks of FMLA shall apply for birth and bonding with a new child, adoption, or foster care placement, caring for a parent with a serious health condition, or military caregiver leave (which is a combined 26 weeks), or otherwise consistent with applicable law.
3. The 12-month FMLA period will be determined using a rolling 12-month period measuring backward from the date an employee takes FMLA leave.

D. PARENTAL LEAVE

1. Professional employees and temporary employees shall be entitled to unpaid Parental leave for a period up to one (1) calendar year with the following conditions:
    a. Parental leave for the birthing parent shall run concurrently beginning on the date of the birth of the child.
    b. For adoptive parents or non-birthing parents, parental leave shall commence on the first day related to the adoption or care of the child.
    c. An employee with three (3) or more years of credited service within the District shall be entitled to insurance benefits as provided in this Agreement.
    d. The employee shall be responsible for the employee share of premiums, as well as all deductibles, copays, and any other applicable costs.
2. Limitations:
    a. Only one (1) parental leave period shall be granted per child.
    b. When both parents are employed by the District, the combined total parental leave available to both parents shall not exceed one (1) year.
    c. The parents shall determine the division of such leave, and notify the District's Human Resources Director in writing before the leave commences.
3. Return to work:
    a. Upon return from leave, the employee shall be reinstated to a position of comparable status and compensation for which the employee holds the appropriate certification.
    b. If the return occurs within ten (10) or fewer school days before the start of a marking period, or within thirty (30) school days before the end of the school term, the employee may be temporarily assigned to substitute duties.
    c. If the employee seeks to return earlier than the approved return date, the employee shall provide no less than sixty (60) days' written notice.
4. Procedures:
    a. Prior to submitting a written request for leave, the employee shall meet with the HR Director to develop a leave plan.
    b. The employee shall submit a written application for childrearing leave to the Superintendent at least sixty (60) days prior to the intended start of the leave. The application shall include the anticipated return to work date.

E. ASSOCIATION (ELD) LEAVE

1. ELD is allotted ten (10) teacher leave days per year for PSEA House of Delegates attendance or other Association business.
2. The ELD president or secretary must certify in writing to the District the names of employees using the leave at least ten (10) days in advance.
3. ELD will reimburse the District for substitute costs upon invoicing.
4. The District will provide released time for the ELD president to perform official duties with prior Superintendent approval.

F. SABBATICAL LEAVE FOR RESTORATION OF HEALTH

1. Sabbatical leave for restoration of health shall be granted and administered in accordance with the Pennsylvania School Code. The Board of School Directors may establish related policies and regulations.
2. Pay During Sabbatical Leave
    a. Full-year leave: employee receives half pay in twenty-four (24) equal installments.
    b. First-semester leave: employee receives half pay for the first twelve (12) paydays.
    c. Second-semester leave: employee receives full pay for the first twelve (12) paydays and half pay for the last twelve (12).
3. Early Return - Employees wishing to return earlier than originally approved must submit a written request to the District at least sixty (60) days before the new return date.

G. PROFESSIONAL DEVELOPMENT LEAVE

1. Professional development leave will be granted according to the Pennsylvania School Code and applicable Board policies. Leave must be taken for either a full school year or a single semester.
2. Compensation During Leave
    a. Full-year leave: The employee receives half-salary, paid in 24 equal installments.
    b. First-semester leave: The employee receives half-salary for the first 12 pay periods and full salary for the last 12 pay periods.
    c. Second-semester leave: The employee receives full salary for the first 12 pay periods and half-salary for the last 12 pay periods.

3. Requirements for Professional Development Leave
    a. Employees must complete nine (9) graduate credits per semester in an approved certification program. A certification program includes coursework required for:
        i. A master's degree in a subject area approved in advance by the Superintendent, or
        ii. An additional Pennsylvania Department of Education certification approved by the Superintendent.
        iii. Full-time doctoral coursework or dissertation work certified by an accredited institution is considered equivalent to nine (9) credits per semester

H. <u>BEREAVEMENT LEAVE</u>

1. Immediate Family
    a. An employee shall be granted five (5) paid school days of leave upon the death of a member of the employee's *immediate family*.
    b. For purposes of this provision, *immediate family* shall include the employee's spouse, father, mother, brother, sister, children/step children, and parents-in-law.
    c. The term shall further include any near relative, as defined herein, who resides in the same household as the employee, as well as any individual with whom the employee maintained a common household at the time of death.
    d. Based on the employee's family circumstances, the Superintendent may determine that step-relations, including step-parents, step-siblings, and step-children, fall within the definition of *immediate family*.
2. Near Relative
    a. An employee shall be granted three (3) paid school days of leave upon the death of a *near relative of an employee*.
    b. For purposes of this provision, *near relatives* shall include the employee's grandchildren, grandparents, son/daughter-in-law, brother-in-law, and sister-in-law.
3. Other Bereavement
    a. Employees shall be granted one (1) paid school day of leave, for the sole purpose of attending the funeral, for the following: employee's first cousin, aunt, uncle, niece, nephew, or spouse's grandparent.
4. Non-Consecutive Use of Leave
    a. Bereavement leave under Section 1 and 2 shall ordinarily be taken on consecutive school days.
    b. Non-consecutive use of such leave shall be permitted only upon the employee's written submission of reasons demonstrating necessity, including but not limited to delayed interment or other compelling circumstances.
    c. Approval of non-consecutive use shall rest solely within the discretion of the Superintendent, whose decision shall be final.

5. Extended Travel
    a. When an employee qualifies for bereavement leave under Sections 1, 2, or 3 and is required to travel four hundred (400) miles or more, roundtrip, the employee shall be granted one (1) additional paid school day of leave.
6. Discretionary Leave
    a. The Superintendent or designee shall have the right to grant additional bereavement leave in other circumstances. Decisions under this section are final and not subject to the grievance procedure.

I. <u>JURY DUTY AND COURT LEAVE</u>

1. Jury Duty Service
    a. An employee who receives a summons for jury duty shall promptly notify the Building Principal and provide any documentation reasonably requested by the District.
    b. An employee required to report for jury duty shall be granted leave without loss of pay, benefits, seniority, or other employment rights.
    c. The employee shall not be required to remit to the District any compensation received for jury duty service.
    d. Leave time spent by an employee in mandatory jury service shall not be charged against personal leave and shall be credited as time worked for all purposes under this Agreement.
2. Subpoenas
    a. Employees who are subpoenaed to appear and provide testimony in any county, state, or federal court proceeding shall be granted leave with full pay for the period of required appearance.
    b. Employees shall not be granted leave with full pay if the subpoena compelling the employee's attendance in a proceeding arises from:
        i. An action instituted by the employee or against the employee for personal matters (divorce, custody, injury, criminal, employment, etc.)
        ii. An action instituted by or against the Board in which the Board has not subpoenaed the employee to give testimony.
    c. Employees shall provide timely notice to the Administration to ensure adequate coverage of duties.
    d. Employees shall submit a copy of the subpoena with the required absence documentation.

J. SICK LEAVE

1. Eligibility and Accrual
   a. Employees shall receive sick leave in accordance with Section 1154 of the Public School Code of 1949, as amended.
   b. Professional employees, temporary professional employees, and long term substitutes shall be granted ten (10) paid sick leave days per school year, cumulative without limit.
   c. Sick leave for part-time employees shall be prorated.
   d. Sick leave shall not be paid for injuries incurred during remunerative work unrelated to school duties.

2. Family Sick Leave
   a. Employees may use up to ten (10) accumulated days annually for the illness or day of surgery of an immediate family member or of a near relative that resides in the employee's home. Sick bank days cannot be used for this purpose.
   b. "Immediate family" and "near relative" shall be defined as set forth in Article X, G.1, and Article X, G.2 of this Agreement.
3. Sick Leave Bank
   a. A sick leave bank is established pursuant to the guidelines contained in Appendix A - Sick Leave Bank.
4. Medical Verification
   a. The District may require a physician's certificate when a pattern of absences exists, misuse is suspected, or when eight (8) or more sick days are used in a semester.

K. DISABILITY LEAVE

1. Eligibility
   a. A professional employee or temporary professional employee who is unable to perform their duties due to illness or disability shall be eligible for disability leave upon exhaustion of all available sick leave and personal leave provided under this Agreement and Section 1154 of the Public School Code of 1949, as amended. Disability leave shall not be available during a sabbatical leave for health.
2. Qualifying Period
   a. To qualify for disability leave benefits, the employee must be absent for thirty (30) consecutive workdays following the depletion of all available paid leave ("qualifying period"). Disability leave payments shall commence on the first workday following the qualifying period, except as provided under Section 3 below.

3. Exception for Serious Economic Need
    a. At the sole discretion of the Superintendent, an exception to the qualifying period may be granted when the employee demonstrates serious economic need and submits medical certification from a licensed physician indicating that:
        i. the condition is life threatening;
        ii. the incapacity is permanent or long term and not likely to improve with treatment; or
        iii. the illness, injury, or condition is critical and requires extended recovery.
    b. When an exception is granted, disability leave payments shall begin immediately upon exhaustion of all available paid leave.
4. Compensation During Disability Leave
    a. For the first ten (10) workdays of disability leave, the employee shall receive their regular per diem rate minus the current minimum substitute rate.
    b. Beginning with the eleventh (11th) workday, the employee shall receive one half (½) of their regular daily salary for each qualifying day.

5. Accrual and Use of Disability Leave
    a. Eligible employees shall accrue ten (10) disability leave days at half pay per full year of service in the District, prorated for partial years, up to a maximum equal to the number of days in the teacher work year.
    b. Accrued disability leave may be used in any school year upon submission of medical certification from a licensed Pennsylvania physician on a form provided by the District.
6. Non-Reinstatement of Used Days
    a. Disability leave days once used shall not be reinstated or reused at any future time.

L. MILITARY LEAVE (PAID)
    1. A professional employee involuntarily called to military duty for thirty (30)+ consecutive days, *excluding* training, shall receive an additional fifteen (15) days of paid leave, for a total of thirty (30) days, at the employee's current per-diem rate, beginning with the first pay period after day thirty (30), subject to applicable military-leave requirements.

ARTICLE XI -
PROFESSIONAL DEVELOPMENT AND TUITION

A. A professional or temporary professional employee who pursues approved professional development is eligible for reimbursement of tuition, texts, and related fees.
    1. Tuition for graduate or PDE-approved in-service courses is reimbursable at the current per credit, in-state graduate credit rate at Millersville University.
    2. The District will provide advance payment for up to twelve (12) PDE-approved in-service or graduate credits per contract year, with no more than six (6) credits per semester or trimester during the school term.

3. The six-credit per-semester limit does not apply to employees on an approved professional development leave. Employees on such leave may receive reimbursement for up to fifteen (15) approved graduate credits per semester.
4. Employees who were approved for a program prior to June 30, 2026 shall follow the terms and conditions for tuition reimbursement of the 2022-2026 Collective Bargaining Agreement. Exceptions include:
    a. Up to nine (9) credits for a practicum semester.
    b. Up to fifteen (15) credits per year for structured cohort programs.
5. Reimbursement for texts and fees (registration, activity, lab, technology, materials) is limited to $30 per credit per course. Books and workbooks are reimbursable up to this limit upon presentation of the course number and required materials.
6. District-paid course costs will not be added to the employee's salary.
7. The District will not reimburse any costs already covered by a fellowship or grant.

B. <u>EMPLOYEE REQUIREMENTS FOR ADVANCED TUITION PAYMENT</u>
1. Complete the District Application for Approved Course Reimbursement Form.
2. Agree to submit evidence of course completion with a minimum grade of B or Pass within one month of receiving the grade.
3. Not be on a leave of absence, unless the course is pre-approved by the Board as part of a sabbatical leave plan.

C. <u>EMPLOYEE PREPAYMENT CONDITIONS</u>
1. Prepayment is made with the understanding that, if the conditions of this Article are not met, the District is entitled to a refund as determined below.
2. If the employee leaves the District within two years of course completion:
    a. Leaving within one year: repay 100%.
    b. Leaving after one year but before two years: repay 50%.
    c. Repayment may be made by personal check or payroll deduction from the employee's final pay.
    d. The repayment period is calculated on a calendar-year basis from the course completion date.
3. The employee withdraws from the course.
4. If the employee does not submit evidence of receiving a "B" or a passing grade.
5. If the District prepays more than the employee is entitled to receive.
6. If the requirements are not met in numbers 3, 4, or 5 directly above, the employee must reimburse the District for all prepaid costs within thirty (30) days.
7. The District may recover any such amount by withholding it from the employee's first full paycheck issued after the thirty (30)-day grace period.

D. <u>COURSEWORK ELIGIBILITY REQUIREMENTS</u>

1. General Eligibility:
    a. The District shall reimburse employees for approved graduate-level coursework, provided such coursework meets one of the following conditions:
        i. The course is within the employee's current certification or teaching assignment; or
        ii. The course is part of an additional certification program for which the employee has obtained prior written approval from the Superintendent.
    b. The Superintendent shall have the sole discretion to approve waivers of the above requirements.
    c. For the purposes of subsection a.1, "teaching assignment" shall include the employee's subject area, special education, literacy, instructional technology, or a subject area related to a specific team-teaching assignment.
    d. Any course taken at the request or recommendation of the administration shall be eligible for reimbursement without regard to the requirements of this section.
    e. No reimbursement will be provided for any materially pre-recorded "video" course, correspondence course, or travel courses with the exception of immersive foreign language courses, provided that the such courses may be approved by the Superintendent on an individual basis at his or her discretion and that decision is not subject to the grievance process.
    f. Additionally, the Superintendent may deny reimbursement for any course that is:
        i. not part of a degree granting course of study, or
        ii. not earned at an accredited institution, or
        iii. do not offer the academic rigor of traditional college/university courses (such as three credit classes that can be completed in a weekend).
2. Eligibility Based on Prior Credentials
    a. An employee hired with a Level 2 certification shall become eligible for reimbursement for additional degrees or certifications only after completing one (1) year of successful service to the District, unless reimbursement is requested by the District or specifically approved by the Superintendent at his or her sole discretion.
    b. An employee hired with a Master's Degree shall become eligible for reimbursement for additional degrees or certifications only after completing two (2) years of successful service to the District, unless reimbursement is requested by the District or specifically approved by the Superintendent at his or her sole discretion.

E. Professional employees or temporary professional employees, who expect to complete a unit of credit, apply for tuition reimbursement, receive a degree, or secure permanent certification before September 1st of any year, shall make a good faith effort to report this fact to the District Superintendent on or before April 1in order that he or she may be able to make a provision for it in the annual budget.

F. It is understood by the parties to this Agreement that the provisions of Section 1205.1 of the Public School Code of 1949, as amended (act 48 of 1999) are incorporated as part of this provision.

G. Approval of courses for the purpose of tuition reimbursement or salary advancement shall be governed by the provisions of this Article XI and not by provisions of the School Code.

H. PROFESSIONAL EDUCATION COMMITTEE
   1. This committee shall operate on a schedule prescribed by the Superintendent or designee.
   2. The composition of the committee shall include at least one employee from ELD executive leadership.
   3. The District reserves the right to supplement the program developed under this provision.
   4. The District retains final authority of the appropriation of funds to conduct the program.
   5. One of the responsibilities of this committee will be planning professional development and continuing professional education for the District.

ARTICLE XII -
INSURANCE PROTECTION

A. GENERAL TERMS AND CONDITIONS OF MEDICAL, DENTAL, VISION INSURANCES
   1. The District may utilize a Third-Party Administrator to administer claims using confidential District personnel.
   2. In the event the District joins a consortium or self-funded trust for Medical insurance, the District may provide Medical insurance through such consortium or self-funded trust, provided that the coverage afforded to the bargaining unit is equal to or better than the plan then in effect.
   3. Any change in the carrier for either group coverage shall result in coverage for the bargaining unit that is equal to or better than the plan then in effect.

   4. Prior to any change in either Medical insurance, Dental insurance, and/or Vision insurance the parties shall reach mutual agreement through a Labor and Management Meeting. ELD's consent shall not be unreasonably withheld. The District shall provide ninety (90) calendar days' notice and evidence that the change will result in minimal disruption.

B. ELIGIBILITY FOR MEDICAL, DENTAL, AND/OR VISION INSURANCE
   1. All full-time employees and their eligible dependent children shall be eligible to participate in the District's Medical, Vision, and/or Dental insurance plans pursuant to the terms and conditions set forth below.
   2. Part-time employees who work at least fifty percent (50.0%) of the full-time schedule shall be eligible for self-only coverage.

3. Part-time employees hired prior to January 1, 2017, shall remain eligible for coverage for themselves and their eligible dependents, provided they work at least seventy-five percent (75.0%) of the full-time schedule.
4. For purposes of this provision, eligible dependents shall be defined by the health benefits provider and shall include children up to age twenty-six (26).

C. MEDICAL SPOUSAL SURCHARGE

1. The District shall make insurance coverage available to spouses of employees only in limited circumstances.
2. Spouses are excluded from coverage if employed by and eligible for benefits from the following entities:
    a. Federal Government or United States Military
    b. Commonwealth of Pennsylvania
    c. County government
    d. Public school district
    e. Charter school
    f. Cyber school
    g. Institution of higher education
3. Spousal Surcharge for Eligible Spouses:
    a. A spouse of a District employee who is not employed by one of the above entities shall be eligible for District Medical coverage.
    b. There shall be a surcharge of $100 per pay for twenty-four (24) pays.
4. When both spouses are employed by the District, each spouse may choose any of the following plans:
    a. Employee, employee + child, employee + children, employee + spouse, or employee + spouse + child(ren)/family coverage.
    b. If choosing to be on the same plan, no surcharge will be applied for the District employed, dependent spouse.

D. MEDICAL INSURANCE

1. Premium Share: The following premium shares for an employee, employee + child, employee + children, employee + spouse, or employee + spouse + child(ren)/family will be paid through payroll deduction or timely direct payment by the employee. There will be a 5% discount provided by the District on the premium share payment when an employee participates in a Wellness program.
    a. 2026-2027: 9% (4% with Wellness participation)
    b. 2027-2028: 10% (5% with Wellness participation)
    c. 2028-2029: 12% (7% with Wellness participation)
    d. 2029-2030: 13% (8% with Wellness participation)
    e. 2030-2031: 14% (9% with Wellness participation)

2. Copays:
    a. Employees shall be responsible for the following copays for the PPO Plan:
        i. Virtual Care (non-specialist): $10
        ii. Virtual Care (specialist): $45
        iii. Primary Doctor Visit (in-person or telehealth): $25
        iv. Specialist Visit (in-person and telehealth): $55
        v. Mental health and substance abuse outpatient services: $0
        vi. Urgent Care: $55
        vii. Hospital Emergency Room Co-pay: $175
    b. Employees shall be responsible for the following copays for prescription drugs:
        i. Retail (up to 30 day supply):
            a. $10 Generic
            b. $45 Brand Preferred
            c. $65 Brand Non-Preferred
            d. $85 Specialty Drug
        ii. Retail or Mail-in (up to 3 months):
            a. $20 Generic
            b. $90 Brand Preferred
            c. $130 Brand Non-Preferred
        iii. All weight loss medications, including GLP-1's, prescribed for weight loss/obesity management will be excluded. These medications, when used for something outside the standard of care purposes, will not be covered by the District's healthcare/prescription drug plan.
3. Deductibles:
    a. For the 2026-2027, 2027-2028, and 2028-2029 benefit years, the following in-network deductibles will apply:
        i. Per Member: $800
        ii. Per Family: $1600
    b. For the 2029-2030 and 2030-2031 benefit years, the following in-network deductibles will apply:
        i. Per Member: $1000
        ii. Per Family: $2000
    c. For the life of the contract, the following out-of-network deductibles will apply:
        i. Per Member: $1200
        ii. Per Family: $2400
    d. For the life of the contract, the following deductibles will apply for prescription drugs:
        i. Per Member: $100
        ii. Per Family: $200
4. The Medical Insurance Summary of Benefit Chart (SBC) is located in Appendix B - SBC Medical

E. WAIVER OF MEDICAL INSURANCE

1. An employee who waives District Medical insurance and signs an affidavit confirming alternate health insurance coverage shall receive an annual stipend of $2500.
2. An employee who waives District health insurance for an otherwise eligible spouse shall receive an annual stipend of $1,250. This spousal waiver stipend shall not apply if the spouse is a District employee.
3. If a spouse carries dependent children on the spouse's medical insurance plan in lieu of District insurance, the employee shall receive an annual stipend of $500.

Waiver for Employee	$2,500
Waiver for Spouse	$1,250
Waiver for Dependent(s)	$500
Maximum Allowable Waiver per year	$4,250

4. To receive a waiver payment for the upcoming benefit year, the employee must notify the District prior to the closing of the open enrollment period on a District-provided waiver form.
5. Waiver payments shall be made on the second regularly scheduled pay in September.

F. CONDITIONS OF DISENROLLMENT AND REENROLLMENT

1. The employee, eligible spouse, and/or eligible dependent (s) shall be disenrolled for a minimum period of one (1) benefit year. A benefit year is from July 1 to June 30.
2. An employee who reenrolls during the original benefit year may do so if the following conditions are met:
    a. The employee, eligible spouse, and/or eligible dependent(s) are subject to a Qualifying Life Event as defined by the District's Medical insurance provider. -AND-
    b. Only if the employee contributes an amount equal to the stipend paid above toward the total cost of the plan for the first twelve (12) months of reenrollment.
3. An employee who reenrolls satisfies the conditions of Section 2. above shall again be eligible to disenroll from Medical coverage and receive the waiver during the next open enrollment period.
4. If the employee terminates employment with the District before the end of the one (1) year disenrollment period, the District shall deduct from the employee's final pay of the school year the pro rata portion of the waiver payment for the balance of the original disenrollment year.
5. If the employee, eligible spouse, and/or eligible dependent(s) are subject to a Qualifying Life Event as defined by the District's Medical insurance provider, the employee may complete a waiver form to receive a pro rata share of any applicable waiver payment.

G. OTHER WAIVER STIPULATIONS

1. If the IRS determines that the annual payments provided in this section render medical benefits taxable to all subscribers, such payments shall be discontinued, and affected employees may reenroll subject to the conditions set forth above.
2. All future employees shall have the opportunity to decline insurance coverage upon initial employment.
    a. An employee who does so shall receive the applicable waiver set forth above, or a prorated share if hired after the start of the school year.
    b. Payment shall be made on the second regularly scheduled pay in September of the year of disenrollment or, if later, on the second regularly scheduled pay following employment.

H. CONTINGENCY PLAN FOR EXTRAORDINARY INCREASE IN MEDICAL COST

1. If the after the third year of the CBA (2028-2029) the District receives notice of an increase in total premiums of more than twenty (20.0%) percent from the prior year, the District shall notify ELD at least one hundred twenty (120) days prior to the beginning of the next plan year.
2. The District and ELD establish a Joint Committee with an equal number of representatives from the District and ELD for the purpose of reviewing and recommending changes to the District's current group healthcare plan.
3. The Joint Committee shall:
    a. Convene within thirty (30) days of the District receiving notice of the proposed rate increase
    b. Ensure that a plan is implemented to prevent total costs from increasing more than the 20% threshold as described above.
    c. Determine the current and anticipated future costs to provide single, two-party and/or family health insurance and coverage to current and retired employees and their dependents under the District's Group Medical plan;
    d. Determine the means to reduce the overall cost of the group healthcare plan to eliminate the exposure of the District and employees to a cost increase of 20% or greater;
    e. Consider any other healthcare reforms implemented by public school districts within the Commonwealth of Pennsylvania.
4. Within 30 days, the Joint Committee shall make recommendations to ensure the plans do not exceed the 20% premium cost increase threshold to the District and ELD
5. Under the issuance of the recommendations of the Joint Committee, the District and ELD shall bargain changes in the group healthcare plan to ensure that any increase in premiums does not exceed 20%.
6. Excluding the savings from the avoidance of the projected assessable increase, the result of the negotiations cannot result in an overall savings in health care plan premium costs unless base salaries and wages are increased by at least an amount equal to the increased employee's contribution.

7. In the event the District and ELD are unable to successfully conclude the bargaining of the specific changes to the District's group healthcare plan, the District and ELD shall each submit a specific and final proposal which shall ensure that the plans do not exceed the applicable excise tax threshold to binding arbitration as provided in Section 903 of Act 195.

I. LIFE INSURANCE

1. For fifty thousand ($50,000) dollars of Group Term Life, the District shall provide full premium costs for all full-time employees and a pro rata share of the premium cost for any employee who is at least a one-half (1/2) time employee of the bargaining unit.
2. All full-time and part-time employees of the bargaining unit shall be permitted to purchase (at group rates in effect each year at the time of purchase) an additional twenty-five thousand ($25,000) dollars of Group Term Life insurance.
3. The cost of this insurance shall be purchased through payroll deductions in twenty-four (24) equal or nearly equal installments.

J. DENTAL INSURANCE

1. If a full-time employee, and/or their eligible dependents and/or spouse, is enrolled in the District Medical insurance, the District agrees to pay the full premium cost of a single subscriber, spouse, and his/her eligible dependents for Group Dental Insurance.
2. If a full-time employee, whose spouse is ineligible for medical coverage under Article XII, Section C., is enrolled in the District Medical insurance, and wishes to cover said ineligible spouse, and eligible dependents, the employee agrees to pay the full premium cost for a multi-party Group Dental Insurance plan. The employee must be covered by the Dental Insurance plan.
3. Eligibility for Dental insurance is not contingent upon enrollment in Medical insurance.
4. Employees may decline Medical insurance coverage and still elect Dental coverage for themselves, eligible spouses, and applicable dependents.
    a. When declining District Medical insurance coverage and electing Dental insurance coverage for the employee, their eligible spouse, and applicable dependents, the employee shall be responsible for the premium share associated with the Dental plan coverage. The employee must be covered.
    b. The premium shares will be based on the applicable non-wellness percentage as defined in Article XII, D, 1.
5. Employees may decline Medical insurance coverage and still elect Dental coverage for themselves, for spouses otherwise ineligible (Article XII, C.), and applicable dependents.
    a. When declining District Medical insurance coverage and electing Dental insurance coverage for the employee, their ineligible spouse (Art. XII, C.), and applicable dependents the Employee shall be responsible for the entirety of the Dental insurance premium. The employee must be covered.

6. Dental coverages, expenses, and maximums are as follows:
    a. Diagnostic and Preventative Care
        i. 100% coverage of the Usual, Customary, and Reasonable costs shall be provided by the District
    b. General Care
        i. 80% coverage of the Usual, Customary, and Reasonable costs shall be provided by the District
        ii. 20% copay at the expense of the employee
        iii. Calendar year maximum of $1,250
    c. Orthodontic Coverage
        i. 50% coverage of the Usual, Customary, and Reasonable costs shall be provided by the District
        ii. 50% copay at the expense of the employee
        iii. Lifetime maximum of $2,500
7. The Group Dental Insurance Plan Summary of Benefits is located in Appendix C - Dental SBC

K. VISION INSURANCE

1. If a full-time employee, and/or their eligible dependents and/or spouse, is enrolled in the District Medical insurance, the District agrees to pay the full premium cost of a single subscriber, spouse, and his/her eligible dependents (Group Vision Insurance).
2. If a full-time employee, whose spouse is ineligible for medical coverage under Article XII, Section C., is enrolled in the District Medical insurance, and wishes to cover said ineligible spouse, and eligible dependents, the employee agrees to pay the full premium cost for a multi-party Group Vision Insurance plan. The employee must be covered by the Vision Insurance plan.
3. Eligibility for Vision insurance is not contingent upon enrollment in Medical insurance.
4. Employees may decline Medical insurance coverage and still elect Vision coverage for themselves, eligible spouses, and applicable dependents.
    a. When declining District Medical insurance coverage and electing Vision insurance coverage for the employee, their eligible spouse, and applicable dependents, the employee shall be responsible for the premium share associated with the Vision plan coverage. The employee must be covered.
    b. The premium shares will be based on the applicable non-wellness percentage as defined in Article XII, D, 1.
5. Employees may decline Medical insurance coverage and still elect Vision coverage for themselves, for spouses otherwise ineligible (Article XII, C.), and applicable dependents.
    a. When declining District Medical insurance coverage and electing Vision insurance coverage for the employee, their ineligible spouse (Art. XII, C.), and applicable dependents the Employee shall be responsible for the entirety of the Vision insurance premium. The employee must be covered.

6. Vision coverages, expenses, and maximums are as follows:
    a. Eligible employees, spouses, and/or their dependents are entitled to a vision exam every 12 months.
    b. Eligible employees, spouses, and/or their dependents are entitled to one eyewear benefit as defined below (dollar amounts listed are the maximum reimbursement for in-network and/or out-of-network services):
        i. Charges:

a.	Single lenses – every twelve (12) months	$80
b.	Bi-focal lenses – every twelve (12) months	$125
c.	Tri-focal lenses – every twelve (12) months	$150
d.	Lenticular lenses – every twelve (12) months	$175
e.	Contacts – every twelve (12) months (medically)	$425
f.	Contacts – every twelve (12) months(cosmetic)	$180
g.	Frames – every twenty-four (24) months	$125

7. The Group Vision Insurance Plan Summary of Benefits is located in Appendix D - Vision SBC

L. EFFECTIVE DATES AND TERMINATION OF INSURANCE COVERAGE

1. Group Medical, Group Term Life, Group Vision, and Group Dental Insurance coverage for each new bargaining unit employee shall become effective in accordance with the provisions of the group policy.
2. Group Medical, Group Term Life, Group Vision, and Group Dental Insurance coverage shall terminate upon resignation of an employee at the end of the month of the last day of work of contract employment.
3. A bargaining unit employee who resigned and/or retires subsequent to the last day of school after serving for an entire school year shall retain all insurance coverage until August 31 of that year.

M. FLEX SPENDING PLAN

1. The District will maintain at the Board of School Directors expense, a Section 125/Cafeteria Plan for the benefit of all bargaining unit employees which shall enable employees to set aside funds on a pre-tax basis, within the guidelines established by the IRS, for such expenses as additional medical insurance, life insurance, payment of deductibles, and child care expenses.
2. Flexible Spending contributions will be deducted over 18 pays from September through May.

ARTICLE XIII -
PROFESSIONAL COMPENSATION AND RELATED PROVISIONS

A. WORK YEAR

1. The professional staff work year is defined as follows:
    a. 2026-2027: 190 days (192 days for first-year teachers and 191 days for second-year teachers new to the District who have not completed the induction program).
    b. 2027-2028 and 2028-2029: 189 days (191 days for first-year teachers and 190 days for second-year teachers new to the District who have not completed the induction program).
    c. 2029-2030 and 2030-2031: 188 days (190 days for first-year teachers and 189 days for second-year teachers new to the District who have not completed the induction program).
2. For the life of this contract all per diem rates are calculated based on a 190-day work year.
3. Any teacher hired after the start of the school year, and was required to complete the one (1) day new teacher orientation shall complete the one (1) day new teacher orientation the following school year compensated at their per diem rate.

B. EMPLOYEE SALARIES

1. Salaries will be listed on a salary schedule maintained by the ELD and the District.
2. Employees will be paid according to the terms in Articles XIII, XIV, and in conjunction with the yearly salary schedules attached as Appendix E - Schedules.

C. NEWLY HIRED EMPLOYEES

1. A new professional employee shall be hired at no less than Step 1 of the salary schedule. Salaries for new hires will be determined using the District Hiring Matrix and/or Hiring Rubric.
2. If the District cannot hire its preferred candidate within rubric parameters, it may offer a salary outside the Matrix or Rubric and will notify ELD of the reason and the salary offered.

3. Hiring Rubric for credit toward initial step placement:
    a. PSERS Service: 1 year of credit per full year of service
    b. Day-to-Day Substitute: No credit
    c. Long-Term Substitute (LTS)*: 1 year of credit for each full school year of LTS service, or combined LTS experience equaling one full year
    d. Private School (non-PSERS): Credit at the District's discretion
    e. Out-of-State Educational Experience: Credit at the District's discretion
    f. Private Sector Experience:
        i. Specialists (e.g., psychologists, nurses): 1:1 credit
        ii. Non-specialists (e.g., lawyer entering education): No credit
    g. *LTS is defined as service in an assignment exceeding 45 consecutive workdays
4. Years of service determined by the Rubric will be applied to the District Hiring Matrix which is attached as Appendix F - Hiring Matrix

D. SUMMER WORKDAYS AND COMPENSATION

1. This provision of the contract shall be implemented immediately upon ratification of the Agreement.
2. Employees may, by mutual agreement and Board approval, work beyond the contracted work year of 190, 189, or 188 days. Examples include, but are not limited to the following personnel categories: Librarians, School Counselors, Psychologists, Deans of Students, Social Workers, Instructional Coaches, Co-Op Coordinator, Transition Coordinator, CAOLA Coordinator, Extended School Year (for instructional delivery only), Nurses, Occupational Therapists, Physical Therapists, and Speech Therapists, Summer Reading, and Jump Start (for instructional delivery only).
3. Compensation for work beyond the contracted work year of 190/189/188 days shall be paid at an hourly per-diem rate. Per-diem rate shall be based on the employee's current contract year salary divisible by 190 days.
4. Extended School Year (ESY), Summer Reading, and Jump Start employee preparation, not instructional delivery, shall be compensated in the following fashion:
    a. Employees shall receive up to six (6) hours of preparation time total for the ESY, Summer Reading, and Jump Start period at the professional rate outlined below.
    b. ESY: In the event an employee has a student on their case-load, and is not serving as the student's ESY teacher, said employee shall receive one (1) hour of compensation per student. With an administrator's prior approval, one (1) additional hour of compensation per student may be granted. The employee will be paid at the professional rate outlined below.
5. Certain employees are able to work a more flexible schedule throughout the school year. In lieu of the paid hourly rates equivalent to seven and a half (7.5) hours, the employee may elect to utilize mutually agreeable dates during the regular work year to flexibly "swap" the days worked in the summer. This method of "swap" time is also subject to mutual agreement and Board approval in advance of such action.

E. HOURS OF WORK

1. Each professional employee must be present in their assigned building(s) for 7 hours and 30 minutes per day, including a thirty (30) minute duty-free lunch. The District will set the exact daily schedule before the start of the teacher work year. The defined thirty (30) minute duty-free lunch location is at the professional employee's discretion.

F. HOURLY RATES

1. Professional services assigned by the District beyond the normal workday are paid at forty ($40) per hour for the life of the contract.

G. TRADE TIME/COMPENSATION FOR DUTIES OUTSIDE CONTRACTUAL HOURS

1. When the District requires or directs an employee to perform duties outside the employee's contractual hours, including for contractual make-up time due to unexpected school closures, or when an employee performs mutually agreed upon work beyond contractual hours with appropriate approval, the employee shall receive trade time or compensation as set forth below. Strictly voluntary or employee-initiated activities, and activities compensated through other contractual provisions (including supplemental contracts/stipends/summer workdays), are excluded.
    a. The employee shall document the time worked between July 1 and June 30 of the following year. Trade time/compensation shall be calculated and applied on an hour-for-hour basis. Any payment due shall be made on June 30.
    b. Beginning on July 1 of every contract year, trade time shall be applied first, in lieu of financial compensation, up to the amount of trade time available under the District's school-year calendar. If the employee accrues time beyond available trade time in the District's school-year calendar, the excess hours shall be paid at a rate as defined below:
        i. Work performed during the summer, whether mutually agreed upon or District-directed, shall be paid at the employee's hourly per diem rate once available trade time is exhausted, unless another rate is specifically provided elsewhere in this Agreement.
        ii. Work performed during the school year, whether mutually agreed upon or District-directed, shall be paid at the professional rate once available trade time is exhausted, unless another rate is specifically provided elsewhere in this Agreement.
    c. Examples of covered activities may include required trainings, curriculum work, District-approved meetings, school sponsored events, or other District-directed/approved activities.
    d. The administration, at its discretion, may modify or restrict the list of covered activities as it pertains to an unexpected school closure day.
    e. For purposes of school sponsored events, work performed shall be defined as either participation in the event or the supervision of students. Mere attendance does not qualify under this section.

2. In-Service Presentations by Professional Employee
    a. Initial Presentations - $400/day or $200/half day
    b. Repeat Presentations - $300/day or $150/half day
    c. In the event that more than one employee presents, the payment will be equally divided amongst the employees and the total compensation will not exceed the above rates.
3. If requested and approved by administration, outside the contractual workday/year, the employee will be paid for attendance at workshops at the rate of twenty-five ($25) per hour, not to exceed one hundred fifty ($150) per day.

H. <u>UNCOMPENSATED DISTRICT EVENTS</u>

1. Employees will not receive compensation for the following:
    a. Up to two (2) administratively scheduled parent/teacher conferences per teacher each year. Each conference day shall be no more than 6.25 hours.
        i. Conferences that extend beyond the two (2) scheduled days shall be compensated at the professional rate.
    b. Up to two (2) administrative meetings per month (i.e. faculty/district meetings), may be held outside the contractual hours, each not to exceed forty-five (45) minutes in length.
    c. Attendance at all scheduled fall open houses (teachers assigned to more than two will receive $60 for each additional open house)

I. <u>IEP AND 504 PLAN DEVELOPMENT COMPENSATION</u>

1. Eligibility
    a. Special education case managers, including but not limited to, Special Education Teachers, Speech-Language Pathologists, Gifted Teachers, and School Counselors serving as primary case managers who participate in IEP/504 development shall be eligible for compensation.
2. Annual Stipend Options
    a. Eligible employees shall receive a stipend of up to $1200 per school year, payable as follows:
        i. $600 at the end of the first semester; and
        ii. $600 at the end of the school year.

        -OR-

    b. Eligible employees shall receive the following
        i. One IEP/504 writing day during the school year; and
        ii. $600 at the end of the school year
3. Payment shall be contingent upon meeting all required deadlines and completing all IEP/504 documentation.

J. NEW TO PROFESSION AND INDUCTION COMPENSATION

1. In accordance with 2 Pa. Code § 49.16, the District shall provide a two-year induction period for all first-year teachers and educational specialists.
2. These employees shall participate in two (2) additional professional development days beyond the contractual work year for the first year only.
3. Employees selected to serve as "Induction Mentors" in the District's Teacher Induction Program shall receive the following compensation, per mentee:
    i. $1000 for a full-year mentor assignment; or
    ii. $500 for a half-year mentor assignment.
    iii. Mentor payment shall not exceed $1000 per year, per mentee.
    iv. Mentor payment shall be prorated if the mentor starts mid-year.
    v. This compensation shall not be or become a permanent part of an employee's salary.

ARTICLE XIV -
SALARY SCHEDULES AND RELATED PROVISIONS

A. SALARY SCHEDULE PLACEMENT AND COLUMN PLACEMENT

1. All professional employees and temporary professional employees, shall advance on the salary schedule if they are in a compensable position for at least one (1) semester.
2. Salary Schedules are attached as Appendix E
3. Column placement shall be determined by Appendix G

B. SUBMISSION OF CREDITS FOR COLUMN PLACEMENT

1. Credits submitted for the purposes of column movement, whether district reimbursed credits or self-paid credits, shall conform to the requirements of Article XI, Section D, General Eligibility, and the requirement of a minimum grade of a B or Pass found in Article XI, Section B.
2. If an employee intends to self-pay for credits, and count the credits toward column movement, the employee shall submit the form and all applicable requirements used for advanced tuition reimbursement.
3. Units of credit shall be submitted to the Human Resources Department no later than September 30 of the year the new salary is to take effect.
4. Submissions must include a copy of the official college or university record, a copy of the Master's Degree or an official letter from the degree-granting institution confirming completion of all degree requirements, including the graduation date and an accompanying information sheet defining and interpreting hours, grades, and graduate or undergraduate credit.
5. Applications for salary advancement based on a Master's Equivalency shall not be recognized by the District after September 30, 2003.
6. The District Superintendent may request college or university catalogue descriptions of courses listed on the transcript.

C. NATIONAL BOARD CERTIFICATION STIPEND

1. Teachers who attain National Board Certification, as defined by the National Board for Professional Teaching Standards, shall receive a non-cumulative annual stipend of three thousand dollars ($3,000) for each year in which the certification is maintained.
2. The District shall reimburse the employee for necessary assessment and enrollment fees required to obtain and maintain National Board Certification, excluding any fees already reimbursed through state or national initiatives for initial certification.

D. ADDITIONAL ELIGIBLE CERTIFICATION STIPENDS

1. The stipend described above shall also be available to the following positions upon attainment of National Certification within their respective disciplines:
    a. Speech-Language Pathologists, Nurses, School Psychologists, School Counselors, Social Workers, Occupational Therapists, Physical Therapists, and Board-Certified Behavior Specialists.

E. PAYMENT PROVISIONS

1. Pay Schedule: Employees are paid in 24 installments on the 15th and 30th of each month. If either date is a non-workday, payment is made on the preceding workday unless the date is cancelled due to unforeseen circumstances.
2. Lump sum payments are no longer available to employees, unless an employee can identify an extraordinary need for such a payment. The employee shall send a written request to the Superintendent before May 1 for consideration. Approval is at the Superintendent's sole discretion and is not subject to the grievance process.
3. All professional employees, temporary professionals, and long-term substitutes must receive pay via direct deposit.

F. SERVICE INCREMENTS

1. The following non-cumulative, one-time service increments will be paid to employees:
    a. Upon completion of 10 years with Lower Dauphin: $200.00
    b. Upon completion of 15 years with Lower Dauphin: $400.00
    c. Upon completion of 20 years with Lower Dauphin: $600.00
    d. Upon completion of 25 years with Lower Dauphin: $800.00
    e. Upon completion of 30 years with Lower Dauphin: $1000.00
    f. Upon completion of 35 years with Lower Dauphin: $1500.00
2. Service increment payments shall be made on September 30, following the employee's anniversary date.

G. TAX SHELTERED ANNUITIES

1. Tax sheltered annuity plans will be available for payroll deduction at any one time.

ARTICLE XV -
LONG-TERM SUBSTITUTES

A. Long-term substitutes as defined in this Article shall be considered employees of the bargaining unit and shall be covered by this Agreement, subject to the following conditions:

1. A "long-term substitute" is an individual employed to perform the duties of a regular or temporary professional employee during a leave of absence for more than forty-four (44) consecutive teaching days.
2. Long-term substitutes shall not be considered "Professional Employees" or "Temporary Professional Employees" for purposes of this Agreement.
3. A long-term substitute who is employed for a full school term at the District; or is credited by PSERS with a full year of service at the District, may apply that year of service toward longevity for retirement insurance.
4. Long-term substitutes shall not be eligible for long-term leaves of absence, such as childrearing leave, provided for under Article X of the Agreement,
5. Assignment of long-term substitutes shall be at the sole discretion of the District.
6. Assignments for more forty-four (44) days or more:
   i. Full-time long-term substitutes initially hired for an assignment exceeding forty-four (44) continuous days in the same position shall be paid from the first (1st) day at the Bachelor's Level, Step 1, prorated.
   ii. These employees shall receive individual Medical, Dental, Vision, and life insurance coverage beginning on the first (1st) day of employment.
7. Full-time long-term substitutes who are initially hired for a continuous period of more than forty-four (44) days in one (1) position shall be eligible for a prorated entitlement of sick leave and personal leave as indicated in Article X.
8. Full-time long-term substitutes, who are not initially hired for a continuous period of forty-four (44) days in one (1) position, shall be eligible for a prorated entitlement of sick leave and personal leave retroactive to day one (1) following completion of their forty-fourth (44^{th}) day.
9. Prorated personal leave days shall be earned according to the following schedule.

Days of Work	Personal Days Earned
45-60	1
61-90	1½
91-120	2
121-150	2½
151 or More	3

10. Long-term substitutes shall not be eligible for tuition reimbursement.

ARTICLE XVI -
RETIREMENT BENEFITS

A. RETIREMENT STIPEND PAYOUT ELIGIBILITY

1. The employee shall submit a letter of resignation for retirement purposes by February 24.
2. The effective date of retirement shall be before the start of the next teacher school year.
3. The employee shall have applied for retirement under the Public-School Employees' Retirement System.
4. An employee who submits a resignation for the purpose of disability retirement, and that was approved for disability retirement per the Public School Employees' Retirement System shall be eligible.
5. A professional employee who retires at any time other than the end of the teacher work year shall not be eligible for the retirement stipend below.

B. RETIREMENT STIPEND PAYOUT

1. Should the employee meet the conditions in Section A. above:
    a. A retirement stipend equal to seventy-five ($75) dollars for each day of accumulated sick leave to a limit of two hundred (200) days -AND-
    b. Eighty-five ($85) dollars for each day of accumulated sick leave above two hundred (200) days to a limit of two hundred fifty (250) days.
    c. All retirement stipends payable under this Article will be rolled into a 403(b) account.

C. RETIREMENT INSURANCE COVERAGE - PROGRAM ONE

1. Program One - Superannuation Required
    a. Age 62 and 20 years of service as a professional or temporary professional at the District. -OR-
    b. Age 60 with 30 years of service as a professional or temporary professional, 20 years at the District. -OR-
    c. 35 years of service at the District as a professional or temporary professional, regardless of age. -OR-
    d. Age 55 with 30 years of service as a professional or temporary professional at the District.

2. Program One - Benefits
    a. Eligible employees will be provided with insurance coverage for themselves, their eligible spouse, and/or their eligible dependents.
    b. This insurance coverage will be consistent with the coverages provided to active employees for Medical, Dental, Vision, and/or Life Insurance coverage as defined in Article XII above.
    c. The District shall bear seventy-five percent (75%) of the cost of the premium for the eligible employee as determined during the final year of employment
    d. The employee shall bear twenty-five percent (25%) of the cost of the premium for the eligible employee as determined during the final year of employment.
    e. The employee shall bear one-hundred percent (100%) of the cost of the premium for eligible spouses and/or eligible dependents.
3. Program One - Limitations
    a. Retiree coverage shall cease when the employee qualifies for Medicare coverage or a maximum of seven (7) years.
    b. Any changes to Article XIII (deductibles, co-pays, etc.) shall automatically apply to retirees utilizing the retiree healthcare plan.
    c. Payment shall be made to the District no later than the 15th of the month preceding the beginning of coverage. Failure to do so will result in termination of the District's contribution toward coverage.
    d. Benefits will be suspended during any period that the retiree becomes employed elsewhere where the employer offers comparable Medical coverage as an employee benefit.

D. RETIREMENT INSURANCE COVERAGE - PROGRAM TWO

1. Program Two Requirements
    a. Minimum age of 57 years. -AND-
    b. Minimum of 20 years as a professional or temporary professional at the District. -AND-
    c. Total years of age and years at the District are equal to or greater than eighty (80) years.
2. Program Two Benefits
    a. Eligible employees will be provided with insurance coverage for themselves, their eligible spouse, and/or their eligible dependents.
    b. This insurance coverage will be consistent with the coverages provided to active employees for Medical, Dental, Vision, and/or Life Insurance coverage as defined in Article XII above.
    c. The District shall bear fifty percent (50%) of the cost of the premium for the eligible employee as determined during the final year of employment.
    d. The employee shall bear fifty percent (50%) of the cost of the premium for the eligible employee as determined during the final year of employment.
    e. The employee shall bear one-hundred percent (100%) of the cost of the premium for eligible spouses and/or eligible dependents.

3. <u>Program Two Limitations</u>
    a. Retiree coverage shall cease when the employee qualifies for Medicare coverage or a maximum of five (5) years.
    b. Any changes to Article XII (deductibles, co-pays, etc.) shall automatically apply to retirees utilizing the retiree healthcare plan.
    c. Payment shall be made to the District no later than the 15th of the month preceding the beginning of coverage. Failure to do so will result in termination of the District's contribution toward coverage.
    d. Benefits will be suspended during any period that the retiree becomes employed elsewhere where the employer offers comparable Medical coverage as an employee benefit.

ARTICLE XVII -
STATUTORY SAVINGS

Nothing in this Agreement limits employee rights under Pennsylvania school law or other applicable laws, except where expressly stated. The rights in this Agreement are supplemental unless otherwise specified. Interpretation of these rights and laws shall follow the proper resolution procedures, including appeals to the Secretary of Education.

ARTICLE XVIII -
AUTOMOBILE MILEAGE ALLOWANCE

An employee who operates his/her private automobile at the request of or when approved by the management of the District shall be reimbursed a mileage allowance at the rate established by the IRS.

ARTICLE XIX -
SUPPLEMENTAL CONTRACT PROVISIONS

A. <u>SUPPLEMENTAL CONTRACT COMMITTEE</u>
    1. The committee shall consist of two (2) administrators, up to four (4) employees appointed by ELD, and two (2) Board employees,
    2. The committee shall convene every two (2) years during periods when no collective bargaining negotiations are occurring
    3. The committee shall make recommendations regarding entry-level salaries, increments, and supplemental positions.

B. <u>ADVISORY RECOMMENDATIONS OF THE COMMITTEE</u>
    1. Final decisions regarding salaries, increments, and the establishment or modification of supplemental positions remain within the sole discretion of the Board.
    2. The Board shall notify ELD of any new positions or adjustments to entry-level salaries made to support extra-curricular or co-curricular programs.

C. <u>CONTINUED EMPLOYMENT AND EVALUATION</u>
   1. Shall be at the sole discretion of the Board.
   2. Administration shall provide timely written notice of any non-renewal.
   3. Upon Board approval, supplemental contracts shall be issued to affected employees.

D. Payment shall be made in accordance with the individual supplemental contract.

ARTICLE XX - PLANNING AND PREPARATION TIME

A. <u>PLANNING AND PREPARATION TIME</u>
   1. Shall include team planning and individual planning.
   2. Shall exclude the following: District-level or building-level directed meetings, recess duty, IEP meetings, duty-free lunch periods, or parent conferences, except when an employee voluntarily elects to schedule such activities during their assigned planning period.

B. <u>TIME PROVIDED</u>
   1. The District shall schedule employees the following planning and preparation time:
      a. Secondary employees shall receive time equivalent to one (1) period of instruction per day.
      b. Elementary employees shall receive time equivalent to a standard "special" class period per day.
   2. If a planning and preparation block is to be divided, at least one block shall be no less than thirty (30) minutes in length during the school day.
   3. In the event the daily operating schedule is temporarily modified (i.e. assemblies, inclement weather delays/dismissals, emergencies…), planning and preparation time shall be adjusted in accordance with the modified schedule for the day. In the case of elementary modified schedules, elementary employees will be provided at least a twenty (20) minute planning and preparation block.

C. <u>SECONDARY STANDARD TEACHING LOAD</u>
   1. The standard middle and high school teaching load shall be six (6) instructional classes per day, as determined by the District.
      a. An instructional class shall be defined as having all the following requirements:
         i. The instructional class is published in the Student Information System master schedule for the listed employee.
         ii. The class period occurs in a regularly-scheduled fashion and comprises thirty (30) instructional lessons or more per year (fifteen (15) instructional lessons or more per semester).
         iii. The employee has the responsibility for the ongoing planning and delivery of the instruction.

2. The following are not considered instructional classes, and are not eligible for additional compensation, whether recurring or occasional: Study halls, homerooms, coverages, duties, advisory periods, and assemblies.
3. Additional compensation shall be provided only when a teacher is assigned, at the start of a quarter, more than six (6) classes per day. In such cases, the teacher shall receive a stipend of $650 per quarter, prorated for any portion of an additional class.
   a. This amount shall be prorated by multiplying the stipend by the fractional number of extra classes taught per quarter. Illustration example:
      i. Employee teaches one (1) extra class per day, every day, for the quarter. $650 X 1 = $650
      ii. Employee teaches one (1) extra class per day, every other day, for the quarter. $650 X /(1/2) = $325
      iii. Employee teaches one (1) extra class per day, every third day, for the quarter. $650 X /(1/3) = $217
4. When the District determines an employee will take on an additional teaching load beyond the six (6) classes per day for the purpose of virtual instruction, where said individual acts as the "Teacher of Record" (i.e. CAOLA), that employee will also be entitled to a stipend of $650 per quarter.

D. <u>PROFESSIONAL COVERAGE</u>

1. When an employee plans to utilize leave outlined in Article X, or if determined in consultation with the administration that a substitute may be necessary to cover their classes (i.e. meetings), the employee shall submit the request to the electronic absence management system. The substitute management service will work to secure a substitute for the employee.
2. In the event a substitute is not required, and minimal coverage is necessary (i.e. personal reasons, IEP meetings), the teacher will request coverage from the administration.
3. In the event a substitute is not secured, or if the time of absence does not require a substitute, thereby resulting in the necessity of internal coverage, the following procedures shall apply:
   a. Secondary:
      i. The administrator or designee will assign an employee to cover the class by utilizing a teacher from the list of individuals with non-teaching period duty assignments. Such assignments will be made on a rotating basis and will not be eligible for additional compensation when assigned to cover during an assigned non-teaching duty period.
      ii. In the event no employee assigned a non-teaching period duty is available to cover the class, the administrator will make said assignment from employees scheduled for a preparation period during the period of necessary coverage. Such assignments shall be made on a rotating basis to the extent possible and will be eligible for additional compensation outlined in "coverage payment" below.

b. Elementary:
   i. The administrator will work in collaboration with the professional team to determine the best way to cover the class. Solutions could include, but are not limited to, utilizing a teacher-certified para-professional in the professional substitute role, or a piecemeal approach utilizing different employees with non-teaching period time in their schedule. Such assignments will be made on a rotating basis and will not be eligible for additional compensation when assigned to cover during an assigned non-teaching period.
   ii. As a last resort, the administrator may utilize a piecemeal approach to assign employees scheduled for a preparation period, or use the split class method to cover said class. Such assignments shall be made on a rotating basis to the extent possible and will be eligible for additional compensation outlined in "coverage payment" below.

4. Coverage Payment:
   a. Failure by the administration to provide planning and preparation time, outlined above, shall entitle the employee to be compensated at the professional rate.
   b. Each elementary school employee who is assigned a percentage of a class, for which professional coverage is needed, shall be compensated at a rate of the professional rate times seven and a half (7.5), with such compensation pro-rated for a fraction of a day and a fraction of a class.

ARTICLE XXI -
TRANSFERS AND REASSIGNMENTS

A. Any change in grade, course, or building assignment of temporary professional employees and professional employees within the District shall be in accordance with the instructional needs of the District and these guidelines:
   1. Transfer: The movement of a professional staff employee from one (1) building to another and/or from one (1) area of certification to another.
   2. Reassignment: The movement of a temporary professional or professional employee from one (1) position to another within the same building and in the same area(s) of certification in which they are currently assigned.
   3. All professional and temporary professional employees shall receive a Staffing Needs Form no later than February 14 each year.

B. <u>VOLUNTARY TRANSFERS</u>
   1. The District shall acknowledge all transfer requests in writing no later than the last day of the school year.
   2. If a transfer request is denied, the District shall provide the employee with a written explanation. Such decisions shall not be subject to the grievance procedure.
   3. No assignments of newly hired teachers shall be made until all pending internal transfer requests have been considered.
   4. If a vacancy occurs after the beginning of the school year, and the District determines that the position will be awarded to an internal applicant, the District shall retain the right to set the effective date of the transfer.

C. INVOLUNTARY TRANSFERS
1. No involuntary transfer shall occur after July 15 unless ELD and the affected professional or temporary professional employee receive written notice stating the reason for the transfer.
2. A professional or temporary professional employee subject to an involuntary transfer may appeal the transfer to the Superintendent. The Superintendent's decision shall be final, and not subject to the grievance process.
3. Employees involuntarily transferred after July 15 shall be compensated for up to eighteen (18) hours at the professional employee hourly rate for curriculum development and other needs. If the transfer is within the same assignment and curricular content (i.e. 4th grade from one elementary to another), then the compensation will be reduced to nine (9) hours.
4. When a teacher is displaced due to restructuring of grade levels or sections, the District shall first seek volunteers from among the affected grade levels for transfer to another building. If an insufficient number of volunteers is obtained, the least senior teacher(s) in the building shall be displaced. Seniority shall be defined as the number of years as an employee of the district, and not within the specific building.
5. Displaced teachers shall have the first choice of available positions for which they are certified. Selection shall occur in order of seniority, with the most senior displaced teacher choosing first.

D. VACANCIES
1. All bargaining unit vacancies shall be communicated and posted for five (5) calendar days.
2. All bargaining unit employees who apply for a vacancy shall be granted an interview.
3. No vacancy shall be filled, internally or externally, until the posting period has ended and all employees who applied are interviewed.

E. REASSIGNMENT WITHIN A BUILDING
1. A reassignment within a building prior to the posting of the position as a vacancy is not considered a transfer and is an administrative decision, not subject to the transfer procedure delineated above.

ARTICLE XXII - DUES DEDUCTIONS

A. DUES DEDUCTIONS
1. A list of all bargaining unit employees including name, building, and teaching status for the year will be provided to the ELD president or their designee no later than the first scheduled teacher day of the year.
2. ELD shall provide a list of ELD members to the Superintendent or designee no later than October 1.
3. The list must indicate the amount necessary to be deducted and from whom dues should be deducted.
4. Dues deductions will be handled in fifteen (15) equal installments.

B. ELD agrees to extend to all eligible employees the opportunity to join ELD.

ARTICLE XXIII -
PERSONNEL FILE

A. INSPECTION OF FILE
1. An employee, or a written designee, may review the employee's personnel file during regular District Administration Center business hours with at least one (1) workday's written notice, in the presence of a Superintendent's designee.
2. Copies shall be provided at a cost of five cents ($0.05) per side.

B. WRITTEN REQUEST FOR REVIEW
1. Shall be made for access or agent designation identifying the date(s) and purpose of the inspection.
2. The administration shall schedule a mutually agreeable review time. An employee may be accompanied by an ELD representative.

C. CONFIDENTIAL/PROTECTED RECORDS
1. Employees may not inspect records related to their initial employment or any records protected by law or confidentiality.
2. Personnel files must remain on District premises, and neither employees nor their representatives may remove them.

D. DEROGATORY MATERIAL
1. No material concerning an employee's conduct, service, or personality may be placed in the personnel file without first allowing the employee to review it.
2. The employee's signature indicates only that the material was reviewed; refusal to sign shall be noted and signed by the Superintendent.
3. The employee may submit a written response, which shall be attached to the material.

ARTICLE XXIV -
DURATION AND ACCEPTANCE OF AGREEMENT

The term of this Agreement shall begin on the 1st day of July 2026 and shall continue in full force and effect until the 30th day of June 2031, or until such later date as the two (2) 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 signature thereto.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives, this NEW DATE

EDUCATORS OF LOWER DAUPHIN DISTRICT

By: Kathryn Garver

Kathryn Garver
ELD President

Gretchen Vogle

Gretchen Vogle
Negotiations Co-Chairs

LOWER DAUPHIN SCHOOL

Robert P. Hill Jr.

Robert Hill
LDSD Board of Directors, President

Dave Johnson

Carron K. Wolf

Carron Wolf
Board Secretary

APPENDIX A -
SICK BANK

Lower Dauphin School District
Volunteer Sick Leave Bank By-Laws

I. Purpose

a. This is to initiate the Sick Leave Bank for all Educators of Lower Dauphin (ELD) bargaining unit members. The Sick Leave Bank becomes effective at the beginning of the 2011-12 school year.

II. Membership

a. The Sick Leave Bank is voluntary for members of the ELD bargaining unit and only participating members may benefit from the program.
b. To become a participating member of the Sick Leave Bank, a bargaining unit member must donate two (2) sick days the first year of participation and one (1) during the second year. Additional days will only be assessed if needed. No fractional days may be contributed. All days contributed and utilized shall be the equivalent of a work day as agreed upon between the school district and employee. Participating members may be assessed an additional day after the second year, but not more than one (1) day may be assessed in any contract year when the number of days available in the Sick Leave Bank drops below the number indicated in the following schedule:

Members in Sick Leave Bank	Minimum Days Before Additional Day Donated
25 members	20 days
50 members	40 days
75 members	60 days
100 members	80 days
125 members or more	100 days

c. Any member of the bargaining unit who decides to participate in the program after the initial year will donate all sick days they would have been liable for from their initial year of employment or the beginning of this program.
d. Bargaining unit members who join the Sick Leave Bank after September 1, 2011 will not become eligible for benefits from the Bank until the following enrollment period of the new year.
e. New employees may join within the first fifteen (15) contract days of their employment.
f. A list of eligible members, including the number of total days assigned to the Bank, shall be submitted by the Review Board to the Director of Human Resources by September 15 of each school year. The names of the new employees who have not yet begun employment at the beginning of the school year shall be submitted by the Review Board to the Director of Human Resources seventeen (17) contract days after employment begins.
g. The donation of sick days is considered a permanent donation.

h. Any member who wishes to terminate his membership in the bank must submit a written request to the Review Board by September 1 of each new school year.

III. Qualifications for Use of the Sick Leave Bank

a. Sick leave shall be granted in cases of continuous illness necessitated by the inability of an employee to perform their duties by reason of medically determined physical or mental impairment which is caused by serious illness or injury. This leave may not be used as part of childrearing, FMLA, sabbatical or disability leaves.

b. Conditions for Use of the Sick Leave Bank-Sick Leave Bank benefits are available to members when the following conditions have been satisfied.

i. Accumulated Sick Leave - All accumulated sick leave must have been exhausted before a member is eligible for any Sick Leave Bank days.

ii. Accumulated Personal Leave - All accumulated personal leave days must have been exhausted before a member is eligible for any Sick Leave Bank days.

iii. Disability leave (as defined in the ELD CBA) shall automatically begin if the absence is greater than thirty (30) days.

iv. There shall be an unpaid waiting period after he/she exhausts all of his/her personal sick days and personal leave. Said unpaid waiting period shall be determined with regard to the amount of accumulated sick leave credited to said employee as of August 15 of the current school year. Said unpaid waiting period shall be determined as follows:

Number of accumulated sick days (as of Aug 15) of current fiscal year)	**Waiting period in scheduled work days**
0 - 15	5
15 - 30	3
31 - 45	1
46 or more	0

v. Employees who experience work-related injuries covered under Workers' Compensation will not be eligible to utilize the Sick Leave Bank.

vi. An employee who suffers any illness or disability that results from intentionally self- inflicted acts will receive no benefits from the Sick Leave Bank.

vii. It is understood that the ELD and the school district shall be held harmless against any and all claims, suits, orders or judgments brought or executed against the ELD or the school district as a result of any action taken or not taken under provisions of this Sick Leave Bank.

IV. Benefits

a. As long as the Sick Leave Bank contains any available days, members are eligible for Sick Leave Bank entitlement not to exceed those explained in Section II-B.
b. As an employee of the District, a Sick Leave Bank participant shall be entitled to full contractual benefits. Sick Leave Bank benefits will be paid at one hundred percent (100%) of the employee's daily rate less the usual deductions.

V. Review Board

a. All cases shall be reviewed by the Sick Leave Review Board. This Board shall consist of five (5) members. Three (3) of the members will be bargaining unit members, including the ELD President/President Elect, one (1) elementary representative and one (1) secondary representative. The two (2) remaining members will be school district administrators and will include the Superintendent of Schools and the Director of Human Resources (or other administrator designated by the Superintendent).
b. The decision of the Board shall be based upon the opinion of the majority.
c. The Review Board will review all requests to determine eligibility and will notify the applicant and the Director of Human Resources of the decision rendered. The granting of sick days for any one illness does not constitute a precedent.
   A follow-up review may be required by the Review Board. At this time, a second medical opinion from a specialist in the area of illness or disability may be requested at the applicant's expense.
d. Under most circumstances, the Sick Leave Bank Review Board may grant up to a maximum of ten (10) sick days per individual request from the Bank at a time.
e. If need exists for leave beyond ten days, the applicant request form shall be submitted to the Review Board. This application must be resubmitted three (3) days prior to the expiration date of the previous request. Failure to comply with this deadline may result in days without pay between the two requests. Additional sick days in 10 day increments may be granted at the discretion of the Board. The procedure can continue until the following maximums have been reached for each occurrence using the chart below. During the initial years of implementation, stronger discretion may be utilized on the number of days available to each participating member.

Members in Sick Leave Bank	Maximum Available Sick Days
25 members	15 days
50 members	30 days
75 members	45 days
100 members	60 days
125 members	75 days
150 members or more	90 days

f. Should the same illness or disability extend from the end of one school year to the beginning of the next, verification of treatment and progress by a specialist in the area of illness or disability is required. The sick days accrued at the end of one school year would be added to the workdays accrued in the next school year until the maximum available days have been reached for each occurrence. The Review Board reserves the right to suspend the review procedure in Section V-D and Section V-E.

g. Application forms for use of the Sick Leave Bank may be obtained in each building's office or on the District's website. The application must be accompanied by a report from the attending physician. The Review Board maintains the right to ask for a second medical opinion from a specialist in the area of illness or disability at the applicant's expense.

VI. The Sick Leave Bank Review Board shall review these guidelines annually and request action by School board if modified.

VII. If for any reason the Sick Leave Bank is terminated, all days in the Sick Leave Bank are forfeited.

APPENDIX B -
CAPITAL BLUE CROSS SBC PPO 800

Capital+.

CapitalBlueCross.com

BENEFIT HIGHLIGHTS
PPO 800 Plan
Lower Dauphin School District
This information is not a contract, but highlights some of the benefits available to you and is not intended to be a complete list or description of available services. Benefits are subject to the exclusions and limitations contained in your Benefits Booklet (also known as "Certificate of Coverage"). Refer to your Benefits Booklet for complete details.

YOUR MEDICAL PLAN SUMMARY OF COST SHARING		
	Member Responsibilities	
	If provider is in-network	**If provider is out-of-network**
Deductible (per benefit period)	$800permember $1,600per family	$1,200 per member $2,400 per family
Coinsurance (Percentage you pay after your deductible is met.	No member coinsurance	20% coinsurance after deductible
Out-of-pocket maximum	Overall in-network out-of-pocket maximum includes deductible, copayments, and coinsurance for medical and prescription drugs: $9,200 per member $18,400 per family	Out-of-network medical coinsurance-only maximum: $1,000 per member $2,000 per family Overall out-of-network out-of-pocket not applicable
Office Visit/ Urgent Care / Emergency Room Copayments		
VirtualCare (non-specialist) visits-delivered via the Capital Blue Cross VirtualCare platform	$10 copayment per visit	Not covered
VirtualCare(specialist) visits-deliveredviatheCapitalBlueCrossVirtualCare platform	$45 copayment per visit	Not covered
Office visits and consultations (in-person & telehealth)-performed by a family practitioner generalpractitioner, internist, pediatrician network retailclinic or in-person	$25 copayment per visit	20% coinsurance after deductible
Specialist office visits (in-person & telehealth)	$55 copayment per visit	20% coinsurance after deductible
Urgent care services	$55 copayment per visit	20% coinsurance after deductible
EmerC1encv room	$175 copayment per visit, waived if admitted	
Preventive Care		
Pediatric and adult preventive care	No charge, waive deductible	20% coinsurance after deductible
Screening gynecological exam and pap smear (one per benefit period)	No charge, waive deductible	20% coinsurance, waive deductible
Screening mammogram (one per benefit period)	No charge, waive deductible	20% coinsurance after deductible
Facility/ Surgical Services		
Inpatienthospitalroomandboardincludingmaternityservicesandnewborn care	No charge after deductible	20% coinsurance after deductible
Acute inpatient rehabilitation (60 days per benefit period)	No charge after deductible	20% coinsurance after deductible
Skilled nursing facility (100 days per benefit period)	No charge after deductible	20% coinsurance after deductible
Surgical procedure and anesthesia (professional charges)	No charge after deductible	20% coinsurance after deductible
Outpatient surgery at ambulatory surgical center (facility charge only)	No charge after deductible	Not covered
Outpatient surgery at acute care hospital (facility charge only)	No charge after deductible	20% coinsurance after deductible
Diagnostic Services		
High tech imaging (such as MRI, CT, PET)	No charge after deductible	20% coinsurance after deductible
Radiology (other than high tech imaging)	No charge after deductible	20% coinsurance after deductible
Independent laboratory	No charge after deductible	20% coinsurance after deductible
Facility-owned laboratory (i.e. Health System owned)	No charge after deductible	20% coinsurance after deductible
Diagnostic mammogram	No charge, waive deductible	20% coinsurance after deductible

Therapy Services (Rehabilitative and Habilitative Services)		
Physical therapy (20 visits per benefit period)	$55 copayment per visit	20% coinsurance after deductible
Occupational therapy (12 visits per benefit period)	$55 copayment per visit	20% coinsurance after deductible
Speech therapy (12 visits per benefit period)	$55 copayment per visit	20% coinsurance after deductible
Respiratory therapy	$55 copayment per visit	20% coinsurance after deductible
Manipulation therapy (20 visits per benefit period)	$55 copayment per visit	20% coinsurance after deductible
Acupuncture (15 visits per benefit period)	$55 copayment per visit	20% coinsurance after deductible
Mental Health (MH) and Substance Use Disorder Services (SUD		
MH & SUD detoxification inpatient services	No charge after deductible	20% coinsurance after deductible
MH & SUD rehabilitation outpatient services	No charge after deductible	20% coinsurance after deductible
Additional Services		
Home healthcare services (90 visits per benefit period)	No charge after deductible	20% coinsurance after deductible
Durable medical equipment and supplies; prosthetic appliances and orthotic devices	No charge after deductible	20% coinsurance after deductible

COST SHARING FOR PRESCRIPTION DRUGS DOES NOT APPLY TO THE MEDICAL DEDUCTIBLE SHOWN ON PAGE ONE

YOUR PRESCRIPTION DRUG SUMMARY OF COST-SHARING

	Member Responsibilities		
	If provider is in-network		If provider is out-of-network
Deductible (per benefit period)	$100 per member $200 per family		Not Covered
	Retail pharmacy pharmacy (up to a 30-day supply)	Home delivery (up to a 90-day supply)	Specialty (up to a 30-day supply)
Prescription drug tier			
Generic preferred	$10 copayment	$20 copayment	$85 copayment
Generic nonpreferred	$10copayment	$20 copayment	$85 copayment
Brand preferred	$45 copayment	$90 copayment	$85 copayment
Brand nonpreferred	$65 copayment	$130 copayment	$85 copayment
Contraceptives* (self-administered)			
Generic	$0 copayment	$0 copayment	Not covered
Select brands (no generic equivalent available)	$0 copayment	$0 copayment	Not covered
Brand preferred	$45 copayment	$90 copayment	Not covered
Brand nonpreferred	$65 copayment	$130 copayment	Not covered
Additional pharmacy benefits/details			
Network (for specialty pharmacy information please refer to the guide to Rx benefits at CapitalBlueCross.com)	Broad Plus		
Formulary	Advantage		
$0 preventive Rx coverage	No charge		
Weight loss drugs	Not covered		
Generic substitution program	Restrictive generic substitution-In addition to the coinsurance/ copayment, the member pays the difference between the brand and generic drug price (when there is a generic alternative) unless the physician requests the brand be dispensed		
Extended supply network (ESN)	Members have the ability to obtain covered drugs for up to a 90-day supply at in-network retail pharmacies.		

Deductibles, coinsurance and copayments under this program are separate from any deductibles, coinsurance and copayments required under any other health benefits coverage you may have.

*Certain preventive contraceptives are required to be covered at no cost to you when filled at an in-network pharmacy with a valid prescription in accordance with Preventive Health Guidelines.

In-network providers and pharmacies agree to accept our allowance as payment in full-often less than their normal charge. If you visit an out-of-network provider or pharmacy, you are responsible for paying the deductible, coinsurance and the difference between the out-of-network provider's or out-of-network pharmacy's charges and the allowed amount. Out-of-network providers may balance bill the member. Some out-of-network facility providers are not covered. Deductibles, any differences paid between brand drug and generic drug prices, and any balances paid to out-of-network pharmacies are not applied to the out-of-pocket maximum. In certain situations, a facility fee may be associated with an outpatient visit to a professional provider. Members should consult with the provider of the services to determine whether a facility fee may apply to that provider. An additional cost-sharing amount may apply to the facility fee.

Communications issued by Capital Blue Cross in its capacity as administrator of programs and provider relations for all *companies.*

APPENDIX C -
UNITED CONCORDIA DENTAL SBC

United Concordia dental

Dental Benefits Summary for Lower Dauphin School District

Group Numbers: 903489-000, -099

Effective: July 1, 2026 **Network: Advantage Plus**

Benefit Category[1]	In-Network[2]	Non-Network[2]
Class I – Diagnostic/Preventive Services		
Exams	100%	100%
Bitewing X-rays		
All Other X-rays		
Cleanings & Fluoride Treatments		
Sealants		
Space Maintainers		
Palliative Treatment		
Class II – Basic Services		
Basic Restorative (Fillings)	80%	80%
Simple Extractions		
Repairs of Crowns, Inlays, Onlays, Bridges & Dentures		
Endodontics		
Nonsurgical Periodontics		
Surgical Periodontics		
Complex Oral Surgery		
General Anesthesia		
Class III – Major Services		
Inlays, Onlays, Crowns	80%	80%
Prosthetics (Bridges, Dentures)		
Orthodontics for members to any age		
Diagnostic, Active, Retention Treatment	50%	50%
Included Plan Features		
Preventive Incentive®	Class I services do not count toward your annual program maximum	
Smile for Health®--Wellness[3] *Provides periodontal care for people with certain chronic medical conditions: diabetes, heart disease, lupus, oral cancer, organ transplant, rheumatoid arthritis and stroke* *Pregnancy is also a covered condition*	• Covers 1 additional periodontal maintenance per year and all are covered at 100% • Scaling and root planing are covered at 100% • 4 periodontal surgery procedures are covered at 100%	
Pregnancy Benefit[3]	Covers 1 additional cleaning during pregnancy in addition to the benefits listed for Smile for Health®--Wellness[3]	
Maximums & Deductibles (applies to the combination of services received from network and non-network dentists)		
Calendar Year Deductible (per person/per family)	$0	
Calendar Year Maximum (per person)	$1,250 Excludes Class I & Orthodontics	
Lifetime Orthodontic Maximum (per person)	$2,500	
Reimbursement	**Advantage Plus**	**Advantage in PA** **90th Percentile – all other states**

Representative listing of covered services. For underwritten plans, your certificate of insurance/coverage provides complete details on covered services and exclusions and limitations which may affect benefits payable. For self-funded plans, see your employer's Summary Plan Description for a detailed description of benefits.

EEM-0142-0921 MX2548680-E

UnitedConcordia.com • 1-800-332-0366

Dental plans are administered by United Concordia Companies, Inc. Fully insured plans are underwritten by United Concordia Insurance Company. For more information please visit the "Disclaimers" link at www.UnitedConcordia.com. Administrative and claims offices located at 1800 Center Street Suite 2B 220, Camp Hill, PA 17011. Call 1-800-332-0366. For additional plan details or questions, contact your account representative or visit www.ucci.com for more information.

1. Dependent children covered to age 26.
2. Reimbursement is based on our schedule of maximum allowable charges (MACs). Network dentists agree to accept our allowances as payment in full for covered services. Non-network dentists may bill the member for any difference between our allowance and their fee (also known as balance billing). We evaluate our MACs and OON percentile allowances annually based on proprietary claim experience and data purchased from independent sources such as FAIR Health. United Concordia Dental's standard exclusions and limitations apply.
3. Members (subscribers or covered dependents) with certain medical conditions must sign up for this program through **My Dental Benefits** on **UnitedConcordia.com**.

The Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

English	ATTENTION: If you speak English, language assistance services, free of charge, are available to you. Call 1-800-332-0366 (TTY: 711).
Español (Spanish)	ATENCIÓN: Si habla español, le ofrecemos de ayuda lingüística gratuita. Llame al 1-800-332-0366 (TTY: 711).
繁體中文 (Chinese)	注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-800-332-0366 (TTY: 711)。

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APPENDIX D -
NATIONAL VISION ADMINISTRATORS, L.L.C. SBC

National Vision Administrators, L.L.C.

Your NVA Vision Benefit Summary

Lower Dauphin School District
Renewal 07/01/2025
Group Number #8013

Schedule of Vision Benefits

Benefit Frequency	*Participating Provider*	*Non-Participating Provider*
Examination Once Every 12 Months	▪ Covered 100%	Reimbursed Amount ▪ Up to $75
Lenses Once Every 12 Months	Standard Glass or Plastic	
▪ Single Vision	▪ Covered 100%	▪ Up to $80
▪ Bifocal		▪ Up to $125
▪ Trifocal		▪ Up to $150
▪ Lenticular		▪ Up to $175
▪ Progressive – Tier 1	▪ Covered 100%	▪ Up to $150
▪ Progressive – Tier 2	▪ Covered 100%	▪ Up to $150
Frame Once Every 24 Months	Retail Allowance ▪ Up to $150 (20% discount off balance)*	▪ Up to $125
Contact Lenses Once Every 12 Months	In lieu of Lenses	In lieu of Lenses
Elective Contact Lenses	▪ Up to $180 Retail (15% discount (Conventional) or 10% discount (Disposable) off balance)**	▪ Up to $180
Fit/Follow-Up***		
Standard Daily Wear	▪ Covered 100%	▪ Up to $20
Standard Extended Wear	▪ Covered 100%	▪ Up to $30
Specialty Wear	▪ Covered 100% After $20 copay	▪ Up to $30
Medically Necessary****	▪ Covered 100%	▪ Up to $425

How Your Vision Care Program Works

Eligible members and dependents are entitled to receive a vision examination and one (1) pair of lenses once every 12 months and a frame once every 24 months or contact lenses and contact lens evaluation/fitting once every 12 months from last date of service.

For your convenience, at the start of the program, you will receive two identification cards with participating providers in your zip code area listed on the back. At the time of your appointment, simply present your NVA identification card to the provider or indicate that your benefit is administered by NVA. The provider will contact NVA to verify eligibility. A vision claim form is not required at an NVA participating provider.

Be sure to inform the provider of your medical history and any prescription or over-the-counter (OTC) medications you may be taking.

To verify your benefit eligibility prior to calling or visiting your eye care professional, please visit our website at www.e-nva.com or download our mobile app by searching NVA Vision or contact NVA's Customer Service Department toll-free at 1.800.672.7723, TTY: 711 or NVA's Interactive Voice Response (IVR). Customer Service is available 24 hours a day, 7 days a week, 365 days a year. Any question any time.

If you are not a registered subscriber, you can still search our providers online by selecting the "Find a Provider" link on our home page. Enter group number 8013000001 or the group number on the identification card and enter in your search parameters. It's that easy!

*Does not apply to Wal-Mart / Sam's Club or Lenscrafters locations or for certain proprietary brands. **Does not apply to Wal-Mart/Sam's Club, Lenscrafters, Contact Fill (NVA Mail Order) and may be prohibited by some manufacturers. ***Only covered if you choose Contact Lenses. ****Pre-approval from NVA required.

Fixed prices/courtesy discount do not apply at Walmart/Sam's Club and LensCrafters locations.
Lens options purchased from a participating NVA provider will be provided to the member at the amounts listed in the fixed option pricing list below:

▪ 75 Polarized	$25 Polycarbonate (Single Vision)	20% discount AR Coating – Tier 5
▪ $30 Blended Bifocal (Segment)	$30 Polycarbonate (Multi-Focal)	$100 Progressive – Tier 3
▪ $40 Blue Light Blocker (Standard)	$10 Scratch-Resistant Coating (Standard)	$120 Progressive – Tier 4
▪ $60 Blue Light Blocker (Premium)	$65 Transitions Single Vision (Standard)	$140 Progressive – Tier 5
▪ $150 Blue Light Blocker (Ultra)	$70 Transitions Multi-Focal (Standard)	$165 Progressive – Tier 6
▪ $12 Fashion Gradient	$10 Solid Tint	$190 Progressive – Tier 7
▪ $20 Glass Photogrey (Single Vision)	$40 AR Coating – Tier 1	20% discount Progressive – Tier 8
▪ $30 Glass Photogrey (Multi-Focal)	$50 AR Coating – Tier 2	$39 Retinal Screening
▪ $55 High Index	$65 AR Coating – Tier 3	
▪ $12 Ultraviolet Coating	$80 AR Coating – Tier 4	

For lens options & services purchased from a participating NVA provider, NVA members will only pay the fixed maximum amount or the provider's Usual and Customary (U&C) charge less 20%, whichever is less. Options not listed will be priced by NVA providers at 20% off the Provider's Retail (U&C) price. Fixed prices are available in-network only. In certain states, members may be required to pay the full retail amount and not the negotiated discount amount at certain participating providers. Some optometrist affiliated with Optical Retail locations (i.e., LensCrafters, Walmart, Visionworks, etc.) are independent providers and may not participate in the NVA program.

Participating providers are not contractually obligated to offer sale prices in addition to outlined coverage. Regardless of medical or optical necessity, vision benefits are not available more frequently than specified in your policy.

Get a Better View

Plan Specific Details Online: The NVA website is easy to use and provides the most up to date information for program participants:
-Locate a nearby participating provider by name, zip code, or City/State, Verify eligibility for you or a dependent
-View benefit program and specific detail, Review claims, Print ID cards (when applicable), Nominate a non-participating provider to join the NVA network

Examinations: The comprehensive exam includes case history, examination for pathology or anomalies, visual acuity (clearness of vision), refraction, tonometry (glaucoma test) and dilation (if professionally indicated).

Lenses: NVA provides coverage in full for standard glass or plastic eyeglass lenses.

Frames: Select any frame from the participating provider's inventory. Any amount in excess of your plan allowance is the member's responsibility. Frame choices vary from office to office. (Visit NVA's website to view the Benefit maximizer Program)

Contact Lenses: The contact lens benefit includes all types of contact lenses such as hard, soft, gas permeable and disposable lenses. Medically necessary contact lenses includes fitting and follow up and may be covered with prior authorization when prescribed for: post cataract surgery, correction of extreme visual acuity problems that cannot be corrected to 20/70 with spectacle lenses, Anisometropia or Keratoconus.

Non-Participating Providers: You will be responsible for one hundred percent (100%) of the cost at the time of service at a non-participating provider. You can request a claim form from NVA via the website www.e-nva.com or you may submit receipts along with a letter containing the member's full name, patient's full name, address, ID# and sponsoring organization to NVA, P.O. Box 2187, Clifton, NJ 07015.

Laser Eye Surgery: NVA has chosen **The National LASIK Network** to serve their members. This network was developed by **LCA Vision** in 1999 and is one of the largest panels of LASIK surgeons in the U.S. Members are entitled to significant discounts and a free initial consultation with all in-network providers.

Hearing Discount: You will receive up to 60% savings at participating provider locations through NationsHearing®.

Discounts: In addition to your funded benefit you are eligible to access the **EyeEssential® Plan discount** (in Network Only) on additional purchases during the plan period. Please see table for more detail regarding NVA's discount plan:

*Discount is not applicable to mail order; however, you may get even better pricing on contact lenses through Contact Fill.

Your NVA EyeEssential® Plan Discount – In Network Only		
Service	**Participating Provider**	**Lens Options**
	Member Cost:	
Eye Examination:	Retail Less $10	$12 Solid Tint/ Gradient Tint $50 Standard Progressive Lenses
Contact Lens Fitting:	Retail Less 10%	$75 Polarized Lenses $65 Transitions Single Vision Standard
Lenses:	Glass or Plastic	$70 Transitions Multi-Focal Standard
Single Vision	$35.00	$15 Standard Scratch Coating
Bifocal	$55.00	$12 UV Coating
Trifocal or Lenticular	$70.00	$35 Polycarbonate $45 Standard Anti-Reflective
Frame:	Retail Less 35%	
Contact Lenses*:	**Member Cost:**	
Conventional	Retail Less 15%	
Disposable	Retail Less 10%	

Lens options purchased from a participating NVA provider will be provided to the member at the amounts listed in the fixed option price list above.

Options not listed will be priced by NVA providers at 20% off the Provider's Retail (U&C) price.

Wal-Mart / Sam's Club and LensCrafters stores do not provide additional discounts.

Some optometrist affiliated with Optical Retail locations (i.e., LensCrafters, Walmart, Visionworks, etc.) are independent providers and may not participate in the NVA program.

At NVA, We Work Only for Our Clients.

Exclusions / Limitations: No payment is made for medical or surgical treatments / Rx drugs or OTC medications / non-prescription lenses / two pair of glasses in lieu of bifocals / subnormal visual aids / vision examination or materials required for employment / replacement of lost, stolen, broken or damaged lenses/ contact lenses or frames except at normal intervals when service would otherwise be available / services or materials provided by federal, state, local government or Worker's Compensation / examination, procedures training or materials not listed as a covered service / industrial safety lenses and safety frames with or without side shields / parts or repair of frame / sunglasses.

National Vision Administrators, L.L.C. ▫ PO Box 2187 ▫ Clifton, NJ 07015
Web: www.e-nva.com ▫ Toll-Free: 1.800.672.7723

This document is intended as a program overview only and is not a certified document of the individual plan parameters.

APPENDIX E -
SALARY SCHEDULES

Lower Dauphin Salary Schedule 2026–2027							
Steps	**A**	**B**	**C**	**D**	**E**	**F**	**G**
1	57,228	59,488	60,967	61,835	62,763	63,592	64,619
2	58,084	60,303	61,782	62,727	63,655	64,484	65,666
3	59,354	61,677	63,311	64,256	65,261	66,091	67,273
4	60,675	63,283	64,917	65,863	66,868	67,698	68,880
5	62,323	64,890	66,524	67,470	68,475	69,304	70,487
6	63,971	66,609	68,243	69,188	70,194	71,023	72,206
7	65,731	68,327	70,013	70,959	71,965	72,794	73,977
8	67,627	70,169	71,784	72,730	73,736	74,565	75,748
9	69,523	72,010	73,555	74,501	75,507	76,336	77,519
10	71,419	73,852	75,326	76,272	77,277	78,107	79,289
11	72,374	75,693	77,098	78,043	79,048	79,878	81,060
12	73,329	77,534	78,869	79,813	80,819	81,649	82,831
13	74,284	79,376	80,640	81,584	82,590	83,420	84,602
14	75,239	81,218	82,410	83,355	84,361	85,190	86,373
15	77,370	84,311	85,472	86,456	87,541	88,448	89,709

Lower Dauphin Salary Schedule 2027-2028							
Steps	A	B	C	D	E	F	G
1	60,007	63,305	65,484	66,436	67,520	68,492	69,688
2	60,849	64,058	66,237	67,254	68,338	69,310	70,636
3	62,038	65,279	67,588	68,604	69,753	70,726	72,052
4	63,270	66,694	69,003	70,020	71,170	72,142	73,468
5	64,776	68,111	70,419	71,437	72,586	73,558	74,884
6	66,282	69,620	71,929	72,946	74,095	75,067	76,394
7	67,881	71,129	73,552	74,569	75,719	76,691	78,017
8	69,777	72,907	75,176	76,193	77,342	78,315	79,641
9	71,673	74,684	76,799	77,816	78,965	79,938	81,264
10	73,569	76,461	78,422	79,440	80,589	81,561	82,887
11	74,524	78,238	80,047	81,063	82,212	83,185	84,511
12	75,479	80,015	81,670	82,686	83,836	84,808	86,134
13	76,434	81,792	83,293	84,310	85,459	86,432	87,758
14	77,389	83,570	84,917	85,933	87,082	88,055	89,381
15	80,370	87,502	88,763	89,847	91,132	92,239	93,700

Lower Dauphin Salary Schedule 2028-2029							
Steps	**A**	**B**	**C**	**D**	**E**	**F**	**G**
1	**63,454**	**68,040**	**71,088**	**72,144**	**73,422**	**74,572**	**75,977**
2	**64,280**	**68,716**	**71,765**	**72,870**	**74,148**	**75,298**	**76,802**
3	**65,369**	**69,748**	**72,894**	**74,000**	**75,327**	**76,477**	**77,981**
4	**66,491**	**70,927**	**74,073**	**75,179**	**76,506**	**77,656**	**79,160**
5	**67,819**	**72,106**	**75,252**	**76,358**	**77,685**	**78,835**	**80,339**
6	**69,148**	**73,356**	**76,502**	**77,608**	**78,935**	**80,085**	**81,589**
7	**70,548**	**74,606**	**77,943**	**79,049**	**80,376**	**81,526**	**83,030**
8	**72,444**	**76,303**	**79,383**	**80,489**	**81,816**	**82,966**	**84,470**
9	**74,340**	**78,000**	**80,824**	**81,929**	**83,257**	**84,407**	**85,911**
10	**76,236**	**79,698**	**82,264**	**83,370**	**84,697**	**85,847**	**87,351**
11	**77,191**	**81,395**	**83,705**	**84,810**	**86,137**	**87,288**	**88,791**
12	**78,146**	**83,092**	**85,145**	**86,251**	**87,578**	**88,728**	**90,232**
13	**79,101**	**84,789**	**86,586**	**87,691**	**89,018**	**90,169**	**91,672**
14	**80,056**	**86,487**	**88,026**	**89,132**	**90,459**	**91,609**	**93,113**
15	**83,370**	**90,694**	**92,055**	**93,239**	**94,724**	**96,031**	**97,692**

Lower Dauphin Salary Schedule 2029-2030							
Steps	**A**	**B**	**C**	**D**	**E**	**F**	**G**
1	**68,170**	**74,518**	**78,754**	**79,954**	**81,497**	**82,890**	**84,581**
2	**68,974**	**75,090**	**79,326**	**80,553**	**82,096**	**83,489**	**85,236**
3	**69,926**	**75,862**	**80,154**	**81,381**	**82,951**	**84,345**	**86,092**
4	**70,896**	**76,717**	**81,009**	**82,236**	**83,807**	**85,200**	**86,947**
5	**71,983**	**77,572**	**81,864**	**83,091**	**84,662**	**86,055**	**87,802**
6	**73,070**	**78,467**	**82,759**	**83,986**	**85,557**	**86,950**	**88,697**
7	**74,197**	**79,362**	**83,949**	**85,176**	**86,747**	**88,140**	**89,887**
8	**76,093**	**80,950**	**85,139**	**86,366**	**87,937**	**89,330**	**91,077**
9	**77,989**	**82,538**	**86,329**	**87,557**	**89,127**	**90,521**	**92,268**
10	**79,885**	**84,126**	**87,519**	**88,747**	**90,317**	**91,711**	**93,458**
11	**80,840**	**85,714**	**88,710**	**89,937**	**91,507**	**92,901**	**94,648**
12	**81,795**	**87,302**	**89,900**	**91,127**	**92,698**	**94,091**	**95,838**
13	**82,750**	**88,890**	**91,090**	**92,317**	**93,888**	**95,281**	**97,028**
14	**83,705**	**90,478**	**92,280**	**93,507**	**95,078**	**96,471**	**98,218**
15	**86,370**	**93,885**	**95,346**	**96,630**	**98,315**	**99,822**	**101,683**

Lower Dauphin Salary Schedule 2030-2031							
Steps	**A**	**B**	**C**	**D**	**E**	**F**	**G**
1	**74,257**	**82,879**	**88,650**	**90,034**	**91,919**	**93,626**	**95,687**
2	**75,032**	**83,316**	**89,087**	**90,471**	**92,356**	**94,063**	**96,124**
3	**75,807**	**83,753**	**89,524**	**90,908**	**92,793**	**94,500**	**96,561**
4	**76,582**	**84,190**	**89,961**	**91,345**	**93,230**	**94,937**	**96,998**
5	**77,357**	**84,627**	**90,398**	**91,782**	**93,667**	**95,374**	**97,435**
6	**78,132**	**85,064**	**90,835**	**92,219**	**94,104**	**95,811**	**97,872**
7	**78,907**	**85,501**	**91,702**	**93,086**	**94,971**	**96,678**	**98,739**
8	**80,803**	**86,948**	**92,569**	**93,953**	**95,838**	**97,545**	**99,606**
9	**82,699**	**88,395**	**93,436**	**94,820**	**96,705**	**98,412**	**100,473**
10	**84,595**	**89,842**	**94,303**	**95,687**	**97,572**	**99,279**	**101,340**
11	**85,550**	**91,289**	**95,170**	**96,554**	**98,439**	**100,146**	**102,207**
12	**86,505**	**92,736**	**96,037**	**97,421**	**99,306**	**101,013**	**103,074**
13	**87,460**	**94,183**	**96,904**	**98,288**	**100,173**	**101,880**	**103,941**
14	**88,415**	**95,630**	**97,771**	**99,155**	**101,040**	**102,747**	**104,808**
15	**89,370**	**97,077**	**98,638**	**100,022**	**101,907**	**103,614**	**105,675**

APPENDIX F -
SALARY SCHEDULE COLUMN PLACEMENT

(effective July 1, 2026)

1. "Column A" refers to employees with a level of preparation less than an earned Master's Degree.
2. "Column B" refers to employees with a level of preparation that includes the satisfactory completion of an approved Master's Degree program, or a required Master's Degree that is 30-44 hours of graduate credits .
3. "Column C" refers to employees with a level of preparation that includes the satisfactory completion of a required Master's Degree Program that is 45-59 credits or completion of an approved Master's Degree Program plus an additional fifteen (15) credits.
4. "Column D" refers to employees with a level of preparation that includes the satisfactory completion of an approved and earned Master's Degree program plus at least thirty (30) additional and approved graduate level credits but less than forty-five (45) additional and approved graduate level credits. All additional credits must have been earned after the employees were awarded a Master's Degree. Column D also refers to employees who complete a required Master's Degree that is 60-74 hours of graduate credits.
5. "Column E" refers to employees with a level of preparation that includes the satisfactory completion of an approved and earned Master's Degree program plus at least forty-five (45) additional and approved graduate level credits but less than sixty (60) additional and approved graduate level credits. All additional credits must have been earned after the employees were awarded a Master's Degree. Column E also refers to employees who complete a required Master's Degree that is 75-89 hours of graduate credits.
6. "Column F" refers to employees with a level of preparation that includes the satisfactory completion of an approved and earned Master's Degree program plus at least sixty (60) additional and approved graduate level credits. All additional credits must have been earned after the employees were awarded a Master's Degree. Column F also refers to employees who complete a required Master's Degree that is 90-104 hours of graduate credits.
7. "Column G" refers to employees with a level of preparation that includes the satisfactory completion of an approved and earned Doctoral program. Column G also refers to employees who complete a required Master's Degree that is 105 hours of graduate credits or above.
8. "Required Masters" means necessary credits to earn a Master's Degree to enable employment at a public school in Pennsylvania.
9. "Master's Equivalency" will not be recognized for initial salary column placement. Employees who received a Master's Equivalency prior to the 2003-2004 school year are eligible for additional horizontal movement in the salary schedule as listed above.
10. Credits earned toward column advancement must be:
    a. Toward an additional degree. -or-
    b. Toward a certification in the present area of employment. -or-
    c. Toward an advanced degree.

NEW Name	Column A	Column B	Column C	Column D	Column E	Column F	Column G
OLD Name	Bachelor’s B	Master’s M	Master’s+15 M15	Master’s+30 M30	Master’s+45 M45	Master’s+60 M60	Doctorate PHD
Requirements	Bachelor’s Degree and Less than a Master’s Degree	Master’s Degree or Master’s Degree requiring 30-44 credits or Master’s Equivalent if earned prior to 2002/2003 SY	Master’s + 15 extra credits or Master’s Degree requiring 45-59 credits	Master’s + 30 extra credits or Master’s Degree requiring 60-74 credits	Master’s + 45 extra credits or Master’s Degree requiring 75-89 credits	Master’s + 60 extra credits or Master’s Degree requiring 90-104 credits	Doctorate Degree or Master’s Degree requiring more than 104 credits

*all additional credits must be at the graduate level

APPENDIX G -
LOWER DAUPHIN SCHOOL DISTRICT HIRING MATRIX

Years of Service EOY 25/26	Salary Step 26/27
17	15
16	14
15	14
14	13
13	12
12	11
11	10
10	10
9	10
8	9
7	8
6	7
5	6
4	5
3	4
2	3
1	2
0	1

Years of Service EOY 26/27	Salary Step 27/28
16	15
15	14
14	13
13	12
12	11
11	11
10	11
9	10
8	9
7	8
6	7
5	6
4	5
3	4
2	3
1	2
0	1

Years of Service EOY 27/28	Salary Step 28/29
16	15
15	14
14	13
13	12
12	12
11	12
10	11
9	10
8	9
7	8
6	7
5	6
4	5
3	4
2	3
1	2
0	1

Years of Service EOY 28/29	Salary Step 29/30
16	15
15	14
14	13
13	13
12	13
11	12
10	11
9	10
8	9
7	8
6	7
5	6
4	5
3	4
2	3
1	2
0	1

Years of Service EOY 29/30	Salary Step 30/31
16	15
15	14
14	14
13	14
12	13
11	12
10	11
9	10
8	9
7	8
6	7
5	6
4	5
3	4
2	3
1	2
0	1

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