

CENTRAL INTERMEDIATE UNIT 10

TRI-COUNTY EDUCATION
ASSOCIATION

THE “GO TO” IU!

July 1, 2021 – June 30, 2024

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**ARTICLE I
INTRODUCTION**

I A - AGREEMENT

THIS AGREEMENT, made and entered into this 25th day of February 2021, A.D. by and between CENTRAL INTERMEDIATE UNIT 10, party of the first part, hereinafter called "CIU 10", "BOARD" or "EMPLOYER," and TRI-COUNTY EDUCATION ASSOCIATION, party of the second part, hereinafter called "TCEA" or "ASSOCIATION."

WHEREAS, the parties are desirous of entering into a new agreement for a five year period commencing July 1, 2021.

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants and promises, do hereby agree as follows:

I B – RECOGNITION

The Board hereby recognizes the TCEA as the exclusive and sole representative for collective bargaining for all employees included in the bargaining unit as certified and determined by the Pennsylvania Labor Relations Board. A copy of said determination is attached hereto and made a part hereof, as surely as though the same were set forth herein at length.

Whenever the word "Association" is used, it shall mean the "Tri-County Education Association." Whenever the word "Board" is used, it shall mean the "Central Intermediate Unit 10 Board."

I C – DEFINITIONS

Throughout the body of this contract the terms "employee" and "professional employee" mean a member of the Tri-County Education Association bargaining unit. This designation shall be applied consistently throughout this contract with no exceptions unless otherwise noted. A full-time bargaining unit member is defined as an employee that works 185 days, at a minimum of seven hours a day.

**ARTICLE II
GENERAL PROVISIONS**

II A - TERM OF AGREEMENT

The term of this Agreement shall begin July 1, 2021, and shall continue in full force and effect until June 30, 2024. All of the terms and conditions of this Agreement, with the exception of the "No-Strike, No Lock-Out" clause will remain in effect thereafter until a successor contract is agreed upon by and between the parties.

This Agreement shall not be modified in whole or in part by the parties, except by instrument, in writing, duly executed by both parties.

II B - NO LOCK-OUT, NO STRIKE PROVISION

Both parties agree to faithfully abide by the provisions of the Pennsylvania Public Employees Bargaining Law, Act 195, as amended by Act 88. As a condition of the various provisions of this Agreement, to which the parties have agreed, the bargaining agent pledges that members of the Association will not engage in a strike (as the term is defined in Act 195, as amended by Act 88), sanction or slowdown during the term of this Agreement, and the Employer pledges that it will not conduct or cause to be conducted a lock-out during the term of this Agreement.

II C - SEPARABILITY

If any item in this Agreement should be deemed illegal, the other items will not be affected by that decision.

ARTICLE III GRIEVANCE PROCEDURE

III A - DEFINITIONS

1. Grievance: A grievance shall mean a complaint made by a member of the bargaining unit or group of the same that there has been a violation, misinterpretation or misapplication of a term or terms of this Agreement.
2. Aggrieved Person: An aggrieved person is the person or persons making the complaint.
3. Party in Interest: A party in interest is the person or persons against whom the complaint is made and any person or persons who might be affected or required to take action in order to resolve the complaint.
4. Days: The term "Days" when used shall mean working school days.

III B - GENERAL PROCEDURES

1. The number of days indicated at each step should be considered a maximum, and every effort should be made to expedite this process.
2. The failure of an employee to proceed to the next level of grievance procedure within the time limits set forth shall be deemed to be an acceptance of the decision previously rendered and shall constitute a waiver of any future appeal. The failure of the administrator of any level to communicate their decision in writing within the specified time limit shall automatically move the grievance to the next level unless those time limits have been extended by mutual written agreement.
3. Nothing herein contained will be construed as limiting any right of any employee having a grievance to discuss the matter informally with appropriate members of the administration, and having the grievance adjusted without the intervention of any employee organization, provided that the adjustment is not inconsistent with the terms of this contract.
4. At all levels beyond level one of a grievance after it has been formally presented, representatives of the Association and/or their designees may attend any meetings, hearings, appeals, or other proceedings required to process the grievance.
5. All grievances shall be initiated on a form as attached.

6. No reprisals of any kind shall be taken by the Board or any member of the administration against any aggrieved person, any representative, any member of the Association, or any other participant in the grievance procedure by reason of participation.
7. All documents, communications and records dealing with the processing of a grievance shall be filed in the personnel file of the participants; providing, however, that if a grievance is filed with a "Class Action Grievance" which involves more than one member of the Association, such Class Action Grievance shall be maintained in a separate file from the personnel file of the individuals involved. Records of grievances shall not be forwarded with personnel records to a new employer.

III C - INITIATION AND PROCESSING OF PROFESSIONAL GRIEVANCES

Level One: The aggrieved person shall first discuss the matter of professional concern with their immediate superior of CIU 10 with the objective of resolving the matter informally. Ten working days maximum for this level to be completed.

Level Two: In the event that the aggrieved person is not satisfied with the decision of Level One, he/she shall file in writing, within ten (10) working days, and state specifically the nature of the grievance, to the Human Resource Manager of CIU 10. Within ten (10) days of receipt of the grievance, the Human Resources Manager shall inform the professional employee of their decision in writing.

Level Three: In the event that the aggrieved person is not satisfied with the decision of Level Two, they may appeal within five (5) days an adverse decision to the Executive Director of CIU 10, or his/she's designee. The grievance shall be in writing and state specifically the grievance and the disposition at former levels. The Executive Director, or their designee, shall answer in writing within five (5) days.

Level Four: The aggrieved, if not satisfied with the disposition of the grievance of Level Three, he/she shall file in writing within ten (10) working days a hearing with the Board of Directors of CIU 10. The Board shall hold a hearing at its next regular board meeting and shall report their decision in writing to the professional employee within five (5) days.

Level Five: The Association may, after notification of the disposition of the grievance under Level Four, request in writing within ten (10) days to the Board of Directors arbitration of the grievance in accordance with Section 903 of Act 195. The Board and the Association may choose the arbitrator either by mutual consent or, if this is not possible, by requesting the Pennsylvania Bureau of Mediation to submit a list of arbitrators to both parties.

If a mutually acceptable arbitrator cannot be chosen from this list, then the Association and the Board will alternately strike names from the list until one remaining name is left. This person shall then become the arbitrator. The arbitrator so chosen shall conduct such investigation and hearings as he may deem necessary. The arbitration shall be binding upon the parties and the judgment thereon may be entered, if required, in any court of competent jurisdiction.

III D - REPRESENTATION

At all stages of any grievance procedure, he or she presenting the grievance shall be entitled to be represented either by Association counsel and/or a representative of the bargaining unit or professional association with which the bargaining unit is affiliated.

The Association, in consultation with the professional employee may, at any step, present whatever evidence and/or witnesses deemed necessary.

**ARTICLE IV
RIGHTS & PRIVILEGES OF THE ASSOCIATION**

IV A - DUES DEDUCTION

The Board agrees to deduct from the salaries of the professional employees dues for membership in the National Education Association, the Pennsylvania State Education Association, and the Tri-County Education Association as said members authorize the Board to deduct such moneys. The Board shall have these moneys transferred by check to the Tri-County Education Association, and such deductions shall be taken in eight (8) equal installments from the paychecks due October, November, December, January, February, March, April and May.

Upon written authorization from a professional employee, the Board will deduct the balance from the annual pre-authorized membership dues if such employee terminates service prior to the total annual dues being deducted.

The Association shall indemnify and hold the Board harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action taken or not taken by the Board for the purpose of complying with any of the provisions of this paragraph or in reliance on the list, notice or assignment furnished under any of said provisions.

IV B - FAIR SHARE

Each non-member in the bargaining unit represented by the Association shall be required to pay a fair share fee as provided for by Act 84 of 1988.

The CIU 10 and the Association agree to comply with all provisions of the law.

The Association is not currently enforcing the fair share provision. To the extent that there is a judicial or legislative change which affects the holdings in Janus, and to the extent that fair share is legally permissible, each non-member of the bargaining units shall be required to make fair share payment as provided for in Act 84 of 1988, some similar successor statute.

IV C - PROVISIONS FOR THE PRESIDENT

Up to ten (10) days for the President of the Association or their representative shall be granted, without loss of pay, for professional meetings or conferences (such as those sponsored by the Department of Education, the Pennsylvania Labor Relations Board, and the Pennsylvania State Education Association), and up to five (5) days could be used for local association business, with prior approval of the Executive Director or their designee.

**ARTICLE V
RIGHTS & PRIVILEGES OF PROFESSIONAL EMPLOYEES**

V A - CHANGE IN STUDENTS PROGRAM

Any recommended change in a student's program shall be discussed with the teachers before implementation.

V B - TRANSPORTATION OF STUDENTS

Members of the bargaining unit shall not be permitted to transport students in their personal vehicles.

V C - VEHICLE BREAKDOWN

In the case of a major vehicle breakdown, the employee shall report to an agreed place of employment within the hour, or notify employer when they expect to be at work. In no event should it include more than two hours without losing half a personal day. If more than four (4) hours, the employee will lose the full day.

V D - FINDING SPACE AND FURNITURE

No employee shall be responsible for finding their own work area and/or furniture.

V E - FIRST AID

No bargaining unit member shall be required to dispense medication. When attending to an ill or injured student all procedures shall comply with Pennsylvania School Code and the current edition of "Guidelines for Pennsylvania Schools for the Administration of Medical Care and Emergency Care."

V F - MEMBERSHIP PINS

No teacher shall be prevented from wearing lapel pins or other identification of membership in the Association or its affiliates.

V G - SENIORITY

Seniority means the status of employees with respect to total length of service with the employer. Seniority shall be computed from the employee's first day worked since the most recent date of hiring. In the event two (2) or more employees begin work on the same date, their seniority rank shall be determined by lottery.

V H - DUTY FREE TIME

Professional employees of CIU 10 shall be allowed to leave their building during their duty free lunch if consistent with that district's policy.

V I - PERSONNEL FILE

Employees shall have the right, at reasonable times, to review the contents of their official personnel files and to receive copies of any documents contained therein, except confidential employment records. The official file is defined as the file held by the Human Resources Manager, not to include supervisor files and documentation. All requests shall be made in writing to the Human Resources Manager. Said employees shall be entitled to have a representative of the Association accompany them during such review.

Employees shall have the right to submit a written commentary to any materials placed in the file, and such written commentary shall be attached to the item in the file.

V J - NON-INSTRUCTIONAL DUTIES

In the choice of language for this section, it is the mutual intent of both parties to maximize the learning opportunities of special class students and to generate productive relationships between the CIU 10 and its constituent districts, and between the CIU 10 teachers and their regular education colleagues.

Effective January 1, 1990, CIU 10 teachers shall not be assigned to non-teaching district duties which interfere with the learning opportunities of special class students. "Non-teaching duties" are defined as tasks not within

the realm of teaching duties in the assigned local district or institution and require a time commitment in excess of the *de minimus* permitted. Non-teaching duties include, but are not limited to, cafeteria duty, study hall duty, homeroom, detention and district clerical assignments such as covering the phone and calculating local attendance.

Both parties recognize the necessity of any individual in the teaching profession becoming engaged in non-teaching activities in the course of the school day. Therefore, nothing in this section is intended to prevent the assignment of *de minimus* (10 minutes a day or less) duties or CIU 10 assigned special education related duties, such as parent conferences, IEP's, IU attendance, special education bus, etc. Examples of appropriately assigned *de minimus* district tasks would be the CIU 10 teacher's participation in hall supervision during class changes, bathroom checks, bus duty, and routine collection of attendance slips or excuses.

Both parties agree that teachers may volunteer to do non-teaching duties so as to promote teamwork and are to be commended for so doing. In the case of "volunteer" assignments, specific duties shall be selected for a period of time equal to one school year, at the end of which both parties revert to the language of this section.

ARTICLE VI RESPONSIBILITIES OF PROFESSIONAL EMPLOYEES

VI A - WORK YEAR

The work year shall be:

Nine Month Employees – One hundred eighty-five (185) days

(In the event that 185 days are not scheduled, any days required to fulfill the work year obligation will be considered work days and not necessarily in-service days.)

Any CIU 10 bargaining unit member required to work beyond the contractual schedule shall be given written notice by the CIU 10 supervisor and shall be compensated *pro-rata*.

For purposes of *pro-rata* pay, the employee day for professional employees will be based on a seven (7) hour day. Salary, medical benefits and seniority shall be prorated based on percentage of the number of days worked within the school year.

VI B - EMPLOYEE'S DAY

The length of the employee's day shall be the same as the local assignment in which the teacher is placed; provided, however, that in those cases where the teacher is assigned to an isolated building or modular classroom operated by the CIU 10, the following provisions shall apply:

VI B 1 - TEACHER'S DAY

The length of the teacher's day shall be seven (7) hours plus a thirty (30) minute duty free lunch period. The beginning and ending times shall be determined by the supervisor. Teachers shall report for duty not less than fifteen (15) minutes prior to students beginning classes and shall remain on duty until at least five (5) minutes after the last student is safely delivered to the transporter of such student.

VI B 2 - ITINERANT'S DAY

The itinerant teacher's day shall be the same as the pupils' day in the district of service. This shall not be interpreted as excluding parent conferences or coordination time.

VI B 3 - AT-HOME INSTRUCTOR

The schedule of an "at-home instructor" shall be based on the number of students to be seen and the territory covered. At no time shall their work day exceed 7 1/4 hours, including travel between student's home and coordination time.

VI C - TRANSFERS

A voluntary transfer is initiated by the employee who wishes to fill a vacancy for which the employee is properly certificated. New employees shall complete 3 years of satisfactory service at CIU 10 before requesting a transfer. Employees interested in being considered for transfer to vacancies shall notify in writing the Human Resources Department within 10 days of the vacancy notice.

An Administrative Review Committee consisting of the Executive Director or Assistant Executive Director, the appropriate Program Director and the Supervisor of the program in which the vacancy exist, and the Human Resources Manager shall review all requests for transfer. The Administrative Review Committee as well as a representative of the Association shall interview all applicants for transfer and shall consider each applicant's qualifications. If, in the judgment of the Administrative Review Committee, the applicant's qualifications are equal, seniority shall prevail. When the review process is complete, the Human Resources Manager shall notify all applicants of the Administrative Review Committee's decision.

The vacancy that occurs as a result of an employee receiving a voluntary transfer shall be treated like any other vacancy. An employee whose transfer request is honored shall not be eligible for consideration of another transfer request for a period of three years.

An involuntary transfer can be initiated by the administration to fill a position opening for which the employee is properly certificated only after a position has been bid and interviewed and no qualified internal applicant exists. Such transfer shall be initiated only for a legitimate reason. The administration may request that the Association wave the bidding of a position, both sides must agree to the request, and then the Administration can involuntary transfer an employee without bidding. There shall be a conference between the employee and the Administrative Review Committee, which shall be held fifteen (15) calendar days prior to reassignment, unless the employee consents to shorter notice. The employee is entitled to have a representative of the Association present at such conference. The right of professional work assignment rests with the board and the administration.

VI D - INDIVIDUAL EDUCATION PROGRAMS

The policy of the Board regarding IEPs will not be unilaterally changed during the life of this contract.

**ARTICLE VII
RESPONSIBILITIES OF THE EMPLOYER**

VI A - POSTING VACANCIES

In the event of any vacancies in the professional or administrative staff, the Human Resources Manager will post the notice of such vacancy promptly on the CIU 10 website, and via electronic communication to employees. Such notice will also be sent to the Association President.

VII B - NOTIFICATION OF ASSIGNMENT

The Board recognizes that the professional employees are desirous of being notified as soon as possible of the location of their employment for the ensuing school term. Therefore, the administration will, as to professional employees who have been in the employ of the Board for the prior year, give notice of any change in teaching assignment by August 1st prior to the commencement of the new school term where at all feasible. If the notification of change in assignment is not received two weeks (14 calendar days) prior to the first day of the in-service, the professional employee will be granted one day of preparation time before the first day of school. That day will be credited toward the fulfillment of the work year.

The Board also recognizes that it is desirous to maintain stability in the assignment of itinerants, specifically psychologists and special physical education teachers. For these employees, the Board will whenever possible, make every effort to notify the professional employee of any changes in their schedule during the two months prior to the opening of school.

New teachers will be given notice of their assignment when at all possible not later than September 1st.

In the event that an employee's room or building of assignment is changed, the employee will be notified as soon as possible. The CIU 10 will be responsible for the complete relocation of the equipment and supplies prior to the beginning of the new school year.

VII C - SECURING SUBSTITUTES

CIU 10 teachers shall not be responsible for finding or contacting their own substitutes in the event of absence.

VII D - TEACHER SUBSTITUTING

No teacher shall be required to teach another teacher's class at the same time the teacher is teaching their class; this shall not exclude the right to require a teacher to cover another class temporarily in an emergency situation until another person can be obtained.

VII E - ALLOCATION FOR SUPPLIES

At one of the CIU 10 in-service days, each employee will be notified of their allocation for necessary materials and/or supplies for the school year. All funds must be used by May 30th of each year.

VII F - ASSAULT

The employer shall reimburse employees for any clothing or eyeglasses damaged or destroyed as a result of their enforcement of school policy or regulations. Employees must produce proof that damage or loss occurred because of enforcements of school policy or regulations.

VII G - FURLOUGHS (REDUCTION IN FORCE)

If a reduction in staff is necessary, the Central Intermediate Unit 10 shall realign its professional staff so as to insure that more senior employees are provided with the opportunity to fill positions for which they are certified and which are being filled by less senior employees so that the least senior employees are furloughed first within the evaluation categories as established in Sections 1124 and 1125 of School Code.

Affected employees shall have the right to first bump the least senior employee, in their area of certification, in the county where they are presently employed. If the employee does not choose to remain in that county, they may then bump the least senior person in the CIU 10.

In cases where a reduction in staff is necessitated by a local school entity, transfer of a program, and/or classes from the CIU 10 on its own responsibility, the process of furlough within the CIU 10 as established in paragraph one will be followed. In addition, employees who desire to maintain their CIU10 employment and who are presently working within such transferred program shall be afforded the opportunity to bump only the least senior employee within the CIU 10. Such bump is limited to those positions for which they are properly certified. Such employee shall maintain the right to be transferred with the program or classes, unless any more senior employee of the CIU 10 is otherwise furloughed and properly certificated to fill the transfer position. In such event, the more senior employee shall be given the option of being transferred with the program. For purposes of this contract provision, reduction to less than full-time employment of any bargaining unit member shall be considered as a furlough, and the rights of bumping shall be provided to affected employees.

VII H - EVALUATIONS

CIU 10 teachers shall be evaluated by a CIU 10 administrative employee or a team consisting of the CIU 10 supervisor and district supervisor. Teachers shall be evaluated in accordance with the existing CIU 10 policy.

VII I – SAFE WORKING CONDITIONS

The TCEA President may send a TCEA member to the CIU 10's Safety Committee meetings. The TCEA Member shall be excused from job requirements to attend the meeting of the Team.

The TCEA President and the CIU 10 Executive Director shall meet at least twice in a school year for the purpose of discussing workplace safety. Meetings shall occur in or about August and January.

ARTICLE VIII LEAVES OF ABSENCE

VIII A - PERSONAL/EMERGENCY LEAVE

Each member will be permitted four (4) days per year for personal or emergency reasons with pay. These days shall be cumulative to seven (7); however, it is understood that no more than five (5) days may be used at any given time. No reason shall be required for taking these days. Notice of intent to take the personal/emergency leave days must be given to the Supervisor at least twenty-four (24) hours in advance, except when emergency conditions prevail. Any days not used that accumulate beyond seven (7) shall be credited as sick days on July 1st following the year of accrual. A limit of five percent (5%) of the personnel will be granted this leave on any one day. Emergency requests are exempt from the five percent (5%) provisions. A personal day may not be taken during the first five (5) or last five (5) days of the school year or immediately before or after a school holiday unless prior approval is given by the Executive Director and provided that days taken during this period are non-elective in nature, such as death or serious illness in the family, marriage of a son or daughter or near relative, graduation of family member, etc.

VIII A-1 – FAMILY SICK LEAVE

Employees shall be able to use ten (10) sick days per year due to illness of an immediate family member. Immediate family members shall be defined as father, mother, brother, sister, daughter, son, husband, wife, parent or parent-in-law, son-in-law, daughter-in-law, or other near relative with whom the employee has made their home **or any person with whom the employee has made his/her home**. These days may run consecutively and shall run concurrently with the Family Medical Leave Act (FMLA) in case of a long-term illness or injury of a family member. These days shall be subtracted from the employee's personal sick day account.

VIII B - CHILDBEARING/CHILDREARING LEAVE

Employees of the CIU 10 shall be provided with childbearing/childrearing leave under the following provisions:

1. The employee shall notify the Executive Director in writing at least forty-five (45) days prior to the beginning of the leave.
2. The beginning date for the childbearing leave shall be determined jointly by the employee's physician and the employee, with notification to the Board of the beginning date of the leave.
3. The effective termination date of the childbearing leave shall be the date when her physician certifies that such professional employee is able to return to her full duties after the birth of the child, but in no event shall such leave be longer than one year from the birth.
4. The employee may use any or all of her accumulated sick leave while on childbearing leave.
5. If the employee chooses not to use accumulated sick leave, or if accumulated sick leave expires during the leave, the employee will be permitted to continue any or all benefits by remitting the costs of these benefits to the Board in accordance with the Family Medical Leave Act (FMLA).
6. On returning to service from childbearing/childrearing leave, the employee shall be returned to the same position the employee occupied prior to the leave. If that position no longer exists, the employee shall be given another position for which the employee is properly certified.
7. In the event an employee adopts a child, leave will be granted to such employee under the same terms and conditions as stated above. Such leave shall be no longer than one year from the placement of the child.
8. If any employee engages in full-time employment and/or substitute teaching in other districts during regular school hours, the employer may terminate the employee's childrearing leave any time thereafter.

VIII C - BEREAVEMENT LEAVE

Leave of absence, with pay, for death shall be granted under the following circumstances:

1. Immediate Family: Five (5) days - father, mother, brother, sister, daughter, son, husband, wife, parent or parent-in-law, son-in-law, daughter-in-law, or near relative with whom the employee has made his/her home any person with whom the employee has made his/her home.
2. Near Relative: One (1) day, plus one (1) travel day with supervisor's approval – first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, brother-in-law, sister-in-law.

VIII D - COURT CASES

Leave will be granted when it is necessary by reason of being subpoenaed as a witness at a court case or as a litigant in a civil case. There will be no loss of pay.

VII E - ACCOUNTING OF DAYS

Each employee will receive an accounting of their days of leave available which will be sent in the employee's monthly paycheck.

ARTICLE IX COMPENSATION FOR SERVICES

IX A - PAY PERIODS

There shall be twelve (12) equal pay periods each year. Pay periods shall be no later than the 24th of each month.

All eligible employees shall be paid in twelve (12) installments. Eligible professionals are those that work 185 days per school year.

IX B - WAGE AND SALARY PROVISIONS

1. The parties agree that bargaining unit members' wages and salaries to be affected by this Agreement are accurately reflected in the Appendix B attached hereto and made a part hereof, and that the Schedule of Wages and Salaries set forth in Appendix B shall be the schedule which shall remain in force for the term of this Agreement.
2. Doctorate degrees to be paid as on schedule in Appendix B.
3. Employees to be hired by the Central Intermediate Unit 10 will be given credit for all teaching years on a valid certificate for up to the first eight years and will be placed on the appropriate salary schedule step. Beyond eight years of experience, salary step placement will be negotiated between CIU and the prospective employee. Step placement cannot exceed the prospective employee's maximum years of experience.

Notwithstanding the foregoing, where there are a lack of qualified and/or quality candidates, and/or market conditions require, the Administration may recommend to the Board that a temporary professional employee or professional employee candidate be hired and placed on a step that is higher than what the chart provides. All such recommendations from the Administration shall include the basis and rationale for the additional years of experience credit, and the reasons for crediting such experience on step placement must be documented at the time of hiring. The information to be provided to the Board, and shared with the Association President following board approval, may differ on a case-by-case basis but may include the following: job listing; dates and locations of posting/advertisement; number of applicants; number of qualified applicants; number of interviews; outcome of interviews; factors that determined the applicant of choice; any other factors that are notable. The Board shall retain absolute discretion to accept or reject any such recommendation. Any employee that is hired pursuant to the provisions contained in this paragraph shall remain on the step in which they are hired until their years of experience equals the step in which the candidate was placed on the salary scale and thereafter they shall receive increases in accordance with the provisions of the CBA. Any such employee, notwithstanding the foregoing, shall receive increases to the extent that the salary schedule itself increases from one year to the next.

4. Each employee will receive a statement which will include his/her service increment and salary for the beginning school year, including the step and column of the salary schedule on which they will be placed for the year which will be delivered electronically prior to the commencement of the school year.

5. During the normal workday, release time shall be authorized at the discretion of the supervisor. The supervisor shall also have the discretion to authorize development of educational reviews, re-evaluations, IEPs or parent conferences (this does not include progress reports) with parents outside the normal workday to be paid at the rate of twenty-five dollars (\$25) per hour, up to a maximum of forty (40) hours per year.

IX C - SEVERANCE PAY

Upon application to the Board of Directors, initiated by the employee, sixty (60) days from the date of this Agreement, and sixty days prior to retirement, professional employees shall be entitled to a final year's salary adjustment. Such salary adjustment shall be payable during the teacher's final year of employment with the CIU 10. Said adjustment shall be computed as follows:

The adjustment shall be computed at the rate of seventy-five dollars (\$75) per year for each year of service in the CIU 10 to a maximum of thirty-five (35) years, or a maximum of two thousand, six hundred and twenty-five dollars (\$2625).

The employee may elect to have the adjustment considered as part of that year's professional salary, or upon written notification to the CIU 10, have the adjustment deposited into a pre-existing employee 403(b) retirement annuity.

Employees who elect to be paid for unused sick leave instead of enrolling in extended health care shall not be eligible to receive severance pay.

IX D - PAYMENT FOR CREDIT SCHEDULE

Each professional employee who satisfactorily completes PDE approved in-service courses or approved post graduate credits after qualifying for certification in accordance with the following schedule will be paid the additional increment to their salary, to become part of their permanent salary. The additional increment is reflected on Salary Schedule - Appendix B.

Bachelor +15 Post Graduate and In-service Credits*

Bachelor +30 Post Graduate and In-service Credits*

Master's +15 Post Graduate and In-service Credits**

Master's +30 Post Graduate and In-service Credits**

Master's +45 Post Graduate and In-service Credits**

*At least \$100.00 additional

**At least \$200.00 additional

Each professional employee who satisfactorily completes approved credits or in-service courses in accordance with the following schedule shall be paid the additional increments to their salary to become a permanent part of their salary:

1. Salary credits shall be earned by completion of a course or courses offered by a recognized institution of higher learning beyond one's Bachelor Degree in the person's area of certification, or in the general field pertaining to education, or if the person is desirous of adding to their field of certification or entering into a course of study for administration.

2. The course shall be completed with at least a B- grade or its equivalent and reported on the institution's transcript. A "Passing" or "P" grade shall be considered a B- grade.
3. When such credits have accumulated to make an employee eligible for increment, they shall submit such transcripts necessary to show satisfactory completion of the course.
4. The course shall be satisfactorily completed by September 15th in order for the employee to be eligible for the increased increment.
5. All employees employed by the Board shall submit to the Executive Director at the time of employment transcripts of any post graduate and/or in-service credits for evaluation and approval for the payment of credits. No approval shall be given unless such credits qualify according to the criteria set forth.
6. All employees who claim eligibility for the post graduate and/or in-service credits must furnish a transcript to the Executive Director by November 1st for the current year.

IX E - ALLOWANCE FOR TRAVEL

Reimbursement for approved travel shall be at the rate established by U. S. Internal Revenue Service (IRS), or any higher rate established by the CIU 10 Board of Directors for the use of personal vehicles in the performance of work assignments or other employer business.

If the CIU 10 Board of Directors establishes a higher rate, that increase shall be implemented on the next July 1st.

IX F - EDUCATIONAL REIMBURSEMENT

Each member of the bargaining unit shall be eligible for reimbursement for courses, in-service credits and continuing education to maintain credentials that have been pre-approved and meets criteria as described below:

CIU 10 will reimburse up to nine (9) credits annually based on the graduate course tuition rate at Penn State University. The maximum reimbursement shall be for the actual cost up to the percentage indicated below:

- For bargaining unit members with an Instructional I certificate, reimbursement will be up to 85% of the current PSU graduate course rate for nine (9) credits. Reimbursement will be for tuition only. Courses may be in the employee's field/area of certification or the general field of education. All college courses will require approval by the Executive Director.
- For bargaining unit members with an Instructional II certificate, reimbursement will be up to 75% of the current PSU graduate course rate for nine (9) credits. Reimbursement will be for tuition only. Courses shall be in the employee's area of certification or general field of education. All college courses will require approval by the Executive Director.

College courses taken must carry full college credit and be pre-approved by the Executive Director. A course grade of "B-" or better is required for reimbursement. A grade of "C+" or lower is not eligible for reimbursement.

Inservice credits/hours must be pre-approved by the Program Director and the Executive Director. Proof of paid invoice and either passing and/or certificate of completion must be submitted to the Business Manager before the employee will be reimbursed. The total annual reimbursement will not exceed the cost of 75% of nine (9) graduate credits at PSU's graduate course rate.

Continuing education credits/hours required to maintain a state or national license for employment at CIU 10 must be pre-approved by the Program Director and the Executive Director. Proof of paid invoice and either passing and/or certificate of completion must be submitted to the Business Manager before the employee will be reimbursed. The total annual reimbursement will not exceed the cost of 75% of nine (9) graduate credits at PSU's graduate course rate.

Courses count in the fiscal year in which the course ends.

In the event that an employee leaves CIU 10 for the purpose of other employment within two years of the college course completion date, the employee will reimburse CIU 10 at the following rates deducted from final pay check:

If the employee leaves within one year of course completion, the employee will reimburse CIU 10 100% of the tuition reimbursement received from CIU 10.

If the employee leaves within two years of course completion, the employee will reimburse CIU 10 50% of the tuition reimbursement received from CIU 10.

For bargaining unit members with an Instructional I certification, a bargaining unit member may request an advancement of tuition for a pre-approved course. Should an advancement be requested, the bargaining unit member must complete the required paperwork. Such paperwork shall be the course registration form of the college/university or other official document of the college/university attesting to the registration and the invoice. In addition, at the time the advancement is requested, the employee will sign a contract, prepared by the Central Intermediate Unit 10, acknowledging that the Central Intermediate Unit 10 may withhold the outstanding balance due from the employee's monthly paycheck if official documentation of at least a B- grade or its equivalent for a completed course is not provided within 30 days of the end of the semester. Failure to provide the required documentation within the 30 days will result in a payroll deduction monthly until the tuition advancement is repaid.

For bargaining unit members with an Instructional I certification, the Central Intermediate Unit 10 will accept direct billing from any college/university that will provide that opportunity if the employee has completed the request for tuition reimbursement form and signed the contract for direct payment as explained in the prior paragraph.

For bargaining unit members with an Instructional II certification, a bargaining unit member may request a reimbursement of tuition for a pre-approved course. Should a reimbursement be requested, the bargaining unit member must complete the required paperwork including proof of paid invoice and grade of "B- or better.

Tuition reimbursement will not be taxed as salary by the CIU 10 unless the IRS directs otherwise.

Total cost to the CIU10 shall not exceed eighty thousand dollars (\$80,000) in any one fiscal year.

All courses must be completed within six (6) months of the start date. Employees failing to meet the six (6) months timeline will become ineligible for reimbursement unless extenuating circumstances have prevented the employee from completing the course. All extenuating circumstances must be approved by the Executive Director.

The Executive Director may request a bargaining unit member to obtain additional certification(s) that the Executive Director believes will meet the future needs of the CIU 10. In situations such as this, the CIU 10 will pay one hundred percent(100%) of the tuition costs (inclusive of mandatory fees). If the teacher fails a course that the CIU 10 is paying one hundred percent (100%) of the cost, then this member shall reimburse the CIU 10 the amount paid by the CIU 10 within six (6) months of the completion of the course.

IX G - COOPERATING TEACHER STIPENDS

Any monies paid by institutions of higher learning for directing student teachers will be paid directly to the appropriate CIU 10 cooperating teacher.

IX H - JURY DUTY

Compensation shall be full salary minus jury compensation. Evidence of such duty shall be presented to the Executive Director or their designee upon receipt of notice by the employee, or the employee may request "No Payment, Mileage Only" from the courts.

IX I - EXTENDED HEALTH CARE

For the purpose of Section IX I, Health Care Insurance shall be inclusive of dental and vision insurance. If the CIU10 pays for its dental and vision coverage on a self-insurance basis, then the CIU 10 will establish "premium" rates at the beginning of each fiscal year, and these rates will be charged to the retiree. The CIU 10 shall not increase the amount of the premiums charged to retirees during the fiscal year. Increases in premium costs can only be calculated at the commencement of a fiscal year. If the CIU 10 pays dental and vision insurance premiums to an insurance carrier, then the retiree will pay the premium amount that the CIU10 is paying for said coverage.

Upon retirement from the CIU 10, bargaining unit members who have been employed by the CIU 10 for a minimum of twenty (20) years, and have been members of the bargaining unit for a minimum of twenty (20) years, are eligible for paid individual health care for a maximum of ten (10) years, or until Medicare becomes the primary insurance carrier, whichever comes first. The cost of health care insurance premiums shall be shared equally between the bargaining unit member and the CIU 10 for the first five (5) years of the retirement. For the next five (5) years of retirement, years 6-10, the CIU 10 will pay twenty-five percent (25%) of the cost of the health care insurance premiums while the bargaining unit member will pay seventy-five percent (75%) of the cost of the health care premiums. For those whose first day of employment is on or after July 1, 2021 the cost of the health insurance premiums shall be shared. CIU 10 will pay 25% of the cost of health insurance premiums while the member will pay 75% of the cost of health care premiums.

The retiree may select insurance coverage from any of the health care vendors that provide health care insurance coverage to bargaining unit members that are currently utilized by the CIU 10. In the event that the CIU10 eliminates an insurance carrier that provides health care coverage for a retired bargaining unit member, the CIU 10 will inform the affected member of said change and provide the retiree with information regarding the health care vendors that provide health care insurance coverage to bargaining unit members that are currently employed by the CIU 10. Retiring employees may have the option of purchasing health care coverage for themselves for five (5) additional years, years eleven through fifteen (11-15), and for their spouses at the cost that the CIU 10 pays for fifteen (15) years, or until Medicare becomes the primary insurance carrier of the spouse, or until Medicare becomes the primary insurance carrier of the retiree, whichever comes first. In order to obtain spousal coverage, the retired employee must provide payment equal to the premium determined for the purpose of COBRA.

The retiring employee must request intent of utilizing the extended health care benefit via written notice to the business office. Notification must be made prior to sixty (60) days of retirement.

It is here agreed, and the intent is stated, that this benefit is intended for those persons leaving the profession by reason of age, years of service, or physical disability, which makes them eligible for normal or disability retirement as defined by PSERS.

Retiring employees who do not elect the CIU 10 coverage are eligible for cash value of unused sick days at fifty-five dollars (\$55.00) per day, up to two hundred fifty (250) days, a maximum payout of thirteen thousand, seven hundred and fifty dollars(\$13,750). This benefit shall be paid into an employee owned 403(b) account. This account can be created with the assistance of the CIU 10 business office.

IX J – LICENSING FEES

The Board recognizes the importance of having licensed employees. As such, the Board agrees to reimburse employees for documented fees associated with the retention or attainment of a national certification or licensing fees in addition to state licenses. The amount of the reimbursement shall be for the full cost of these licenses. Fees will be reimbursed for the following employee classifications:

1. Speech Therapist
2. Psychologist/Psychiatrist
3. Occupational Therapists/Physical Therapists
4. Orientation and Mobility
5. Other employee licensed classifications upon written approval of the Executive Director or their designee.

Should the employee leave the IU for the purpose of other employment, the employee will reimburse the CIU 10. The reimbursement will be prorated based on the length of time remaining on the individual license. (For example: if a license is a 3 year license and the employee leaves after 2 years, the employee would reimburse CIU 10 for 1/3 of the cost of the license.)

The employee must request reimbursement by written notification to the business office. Notification must be made within sixty (60) days of receipt of payment from the licensing board, and shall include proof of payment, a copy of the corresponding issued license or license renewal.

**ARTICLE X
FRINGE BENEFITS**

X A – HEALTH INSURANCE

The Board agrees to provide Blue Cross and Blue Shield Preferred Provider Organization (PPO) Health Insurance coverage or a comparable health care insurance carrier that is provided by the CIU 10, and Major Medical coverage and pay the entire cost of the premiums for the employees and their dependents less the employee contribution as defined in the below table on a monthly basis. If an employee is not employed on a full time basis, said employee will pay the proportionate share of the premium paid by the full time employee based on a percentage of full time employment. For this purpose, full time employment is defined in Section VI A-Work Year in this agreement. The policy will maintain all of the coverage provided during the contract.

EMPLOYEE PREMIUM SHARE (Per Month)

	2021-2022	2022-2023	2023-2024
Single	\$45	\$55	\$65
All Other	\$65	\$75	\$85

In the event the CIU 10 Board changes the health care carrier, the CIU 10 shall notify TCEA in writing sixty (60) days before the change. The CIU 10 will not change health care carrier without the written approval of the TCEA. TCEA will not withhold its consent unreasonably.

The employees can choose between the currently offered health care plans or a comparable health care insurance plan that is provided by the CIU 10. Each member shall have \$500 (employee only plan) / \$1,000 (plans for multiple individuals) deductible for in-network services for the 2021-2022 fiscal year and every year thereafter. These deductibles shall coincide with the plan year of the insurance coverage.

All medical insurance plans run from July 1 to June 30. The CIU 10 shall give notification to members at least thirty (30) days prior to the open enrollment period. Notification shall be made electronically and via the U.S. Postal Service.

Each bargaining unit member shall complete a form to indicate the required applicable coverage and shall be responsible for updating this form when the employee's circumstances change in any way that may affect the employee's coverage. The CIU 10 may seek reimbursement for any undue costs resulting from a bargaining unit member's untimely compliance with the updating of marital status or dependent status. All marital and dependent changes must be made in writing to the business office within thirty (30) days of when the qualifying event occurred. Such events include the dissolution of marriage resulting from divorce or annulment.

Spouse or domestic partners of a TCEA member will be excluded from obtaining medical insurance from the CIU 10 if the spouse or domestic partner is a full-time employee of the a school district, intermediate unit, career and technology center, or a Pennsylvania state university.

Open enrollment for health care insurance shall be May 1 to June 15 of each year. Members and dependents may only be added or removed from coverage during the open enrollment period, unless a qualifying event for health insurance occurs at another time during the year.

No Coverage Incentive

Full time professional employees opting not to take advantage of coverage will be entitled to receive the lesser of two thousand, five hundred dollars (\$2,500) semi-annually per fiscal year for the 2021-2022 fiscal year and every year thereafter, twenty-five percent (25%) of the value of the medical insurance coverage that the employee would be entitled to if the employee chose not to take advantage of the no coverage incentive benefit. The payment will be made in the December and June paychecks. If a professional member is married to an employee of the CIU 10, the employee is not eligible for a separate medical insurance plan or the no coverage incentive benefit. The primary policy holder will be the employee whose birthdate comes first in the calendar year. In order for an employee to be eligible for the no coverage incentive, written notification must be remitted by the employee to the CIU 10 thirty (30) days prior to the start of the next fiscal year.

X A – DENTAL INSURANCE

The Board will provide a dental benefit insurance policy for the employee and their family which will include the following:

1. Preventive Services: The plan will pay one hundred percent (100%) for the following:
 - a. Oral Examinations
 - b. Cleaning of Teeth
 - c. Fluoride Applications
 - d. Space Maintainers
 - e. Emergency Office Visits

2. General Services: The plan will pay one hundred percent (100%) for the following:
 - a. X-Rays
 - b. Fillings
 - c. Anesthetics
 - d. Antibiotics
 - e. Extractions
 - f. Periodontics
 - g. Repair of Prosthetic Appliances
 - h. Oral Surgery
 - i. Endodontics

3. Employee/Dependent Orthodontics: The plan will pay seventy percent (70%) of employee/dependent orthodontics up to a lifetime maximum of three thousand, six hundred and twenty-five dollars (\$3,625).

4. Major Services: The plan will pay seventy-five percent (75%) for the following:
 - a. Bridges and Dentures
 - b. Crowns and Gold Restorations
 - c. Replacement of Damaged Appliances

The maximum payments for benefits, as outlined under Article X. B. 1, 2, and 4, for each calendar year is three thousand dollars (\$3,000) per family member. No deductible will be applied against the incurred covered dental expenses for the employee or their family members.

Each bargaining unit member shall complete a form to indicate the required applicable coverage and shall be responsible for updating this form when the employee's circumstances change in any way that may affect the employee's coverage. The CIU 10 may seek reimbursement for any undue cost resulting from a bargaining unit member's untimely compliance with the updating of marital status or dependent status. All marital and

dependent changes must be made in writing to the business office within thirty (30) days in which the qualifying event occurred.

X A – LIFE INSURANCE

The CIU 10 Board will contract for and pay the cost of Group Life Insurance Coverage for each part-time employee and full-time employees of the bargaining unit in the amount of fifty thousand dollars (\$50,000). Part-time employees for this benefit are considered to work 50% or more of the CIU 10 full time status definition. The part-time status will be established at the date of hire and updated in August and January each year.

X D – INCOME PROTECTION PLAN

The Board shall provide an Income Protection Plan for each part-time employee and full-time employees of the bargaining unit, at the cost of the CIU 10 Board. Part-time employees for this benefit are considered to work 50% or more of the CIU 10 full time status definition. The part-time status will be established at the date of hire and updated in August and January each year. The plan shall continue to meet all the same specifications as previously provided, and shall be integrated to sick leave so that when the employee's sick leave has expired the plan shall take effect. A waiting period of thirty (30) days from the date of the disability to the beginning of income protection shall apply if the employee has available less than thirty (30) days of accumulated sick leave. In the event the employee has accumulated more than thirty (30) days of sick leave, no waiting period shall apply. Coverage shall be year-round, and benefits shall be at the rate of sixty percent (60%) of salary, but in no event more than three thousand dollars (\$3,000) per month, with a maximum of two (2) years sickness and five (5) year accident. For example: ten (10) days sick leave, twenty (20) days waiting period = thirty (30) days. 150 days sick leave, Income Protection begins 151st day or at the end of the accumulated sick leave.

X E – VISION CARE

The employer shall provide, at no cost to the employee and their family a vision plan which includes:

- Vision Examination
- Tonometry
- Lenses
- Frames
- Contact Lenses (if a medical necessity)
(Cosmetic Contact Lenses available at partial payment)
- Low Vision Aids

Each bargaining unit member shall complete a form to indicate the required applicable coverage and shall be responsible for updating this form when the employee's circumstances change in any way that may affect the employee's coverage. The CIU 10 may seek reimbursement for any undue cost resulting from a bargaining unit member's untimely compliance with the updating of marital status or dependent status. All marital and dependent changes must be made in writing to the business within thirty (30) days in which the qualifying event occurred.

X F –SICK DAY BANK/DONATION

1. When a TCEA bargaining unit member is absent and about to exhaust all applicable leave time, the employee will contact the Human Resources office advising of the need for donation.
2. After consulting with the member, if the member wishes to participate in the donation program, Human Resources will send a message to all bargaining unit members regarding the need for sick day donation.
3. All donating members shall remain anonymous.
4. The absent member shall be compensated at their regular rate of pay.
5. Donating members must maintain at least fifteen (15) sick days after donation of a sick day.
6. Members may donate up to five times per school year at an increment of one (1) day per donation.
7. Members who wish to donate must notify Human Resources via email. Human Resources will notify the donor when their donated time has been deducted from their accrued leave.
8. Donated days will be used in the order in which they are received.
9. The CIU 10 and the association agree to meet as needed to review and revise this procedure.
10. A maximum of forty (40) days will be set for all TCEA bargaining unit members to use throughout their total service time with the CIU 10.

***NOTE: Service time shall mean years of service with the CIU 10 only. Years of service performed outside of the IU shall not be considered 'service time' for purposes of this agreement.

11. All sick day donations must be due to chronic illness, emergency surgery or injury that prohibits members from being able to perform their duties. (**A written doctor's excuse must be presented to Human Resources before days will be awarded).
12. Pregnancy leaves will not be approved.
13. The amount of sick days that are eligible to be received will be based on CIU 10 service time **for a maximum of forty days, lifetime as outlined below.**

1-4	Years of Service (3 Days maximum per school year)
5-9	Years of Service (6 Days maximum per school year)
10-14	Years of Service (12 Days maximum per school year)
15-19	Years of Service (20 Days maximum per school year)
20	Years of Service (40 Days lifetime maximum if days are available)

14. The absent employee may return with a balance of one sick day per month for the remainder of the school year from date of return, up to three (3) donated days.

**ARTICLE XI
RATIFICATION**

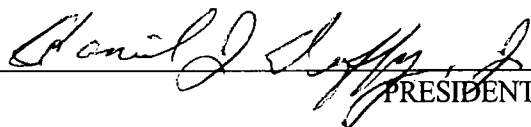
The terms of this Agreement shall be ratified by both the majority members of the Board and the Association before the contract can be considered final.

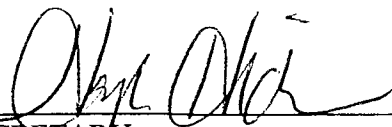
NONDISCRIMINATION

The CIU 10 does not discriminate on the basis of handicap, sex, race, color, age, religion, or national origin in its education programs, activities and employment practices. For information about this contact the Human Resources Manager, Central Intermediate Unit 10 office, 345 Link Road, West Decatur, Pennsylvania 16878 or phone (814) 342-0884.

IN WITNESS WHEREOF, this Contract has been executed by the respective officers of the parties hereto the day and year first above written, and shall supersede the previously existing contract.

CENTRAL INTERMEDIATE UNIT 10

BY: 
PRESIDENT

ATTEST: 
SECRETARY

TRI-COUNTY EDUCATION ASSOCIATION

BY: 
PRESIDENT

DATE 2/20/21

APPENDIX A

SERVICE INCREMENTS

Employees shall receive the following service increments for years of CIU 10 service only. Service increments, once earned, will be added to the annual base salary as found in Appendix B. Service increments will be compounded.

1. After twenty (20) (in year 21) years of service –\$500.00.
2. After twenty-five (25) (in year 26) years of service - \$600.00.
3. After thirty (30) (in year 31) years of service –\$750.00.

Those employees who already have longevity payments included in salary will not lose those payments; however, future payments will not accrue until the employee completes year 20.

APPENDIX B
SALARY SCHEDULE

2021-2022

	B	B+15	B+30	M	M+15	M+30	M+45	PHD
1	44,019.89	45,330.87	45,986.36	46,642.86	47,298.35	47,953.84	48,609.33	49,264.82
2	45,340.49	46,690.80	47,365.95	48,042.15	48,717.30	49,392.46	50,067.61	50,742.76
3	46,700.70	48,091.52	48,786.93	49,483.41	50,178.82	50,874.23	51,569.64	52,265.05
4	48,101.72	49,534.27	50,250.54	50,967.91	51,684.18	52,400.46	53,116.73	53,833.00
5	49,544.77	51,020.29	51,758.05	52,496.95	53,234.71	53,972.47	54,710.23	55,447.99
6	51,031.12	52,550.90	53,310.79	54,071.86	54,831.75	55,591.64	56,351.54	57,111.43
7	52,562.05	54,127.43	54,910.12	55,694.01	56,476.70	57,259.39	58,042.08	58,824.77
8	54,138.91	55,751.25	56,557.42	57,364.83	58,171.00	58,977.17	59,783.34	60,589.51
9	55,763.08	57,423.79	58,254.14	59,085.78	59,916.13	60,746.49	61,576.84	62,407.20
10	57,435.97	59,146.50	60,001.77	60,858.35	61,713.62	62,568.88	63,424.15	64,279.42
11	59,159.05	60,920.90	61,801.82	62,684.10	63,565.03	64,445.95	65,326.87	66,207.80
12	60,933.82	62,748.53	63,655.88	64,564.63	65,471.98	66,379.33	67,286.68	68,194.03
13	62,761.84	64,630.98	65,565.55	66,501.57	67,436.14	68,370.71	69,305.28	70,239.85
14	64,644.69	66,569.91	67,532.52	68,496.61	69,459.22	70,421.83	71,384.44	72,347.05
15	66,584.03	68,567.01	69,558.50	70,551.51	71,543.00	72,534.49	73,525.97	74,517.46
16	68,581.55	70,624.02	71,645.25	72,668.06	73,689.29	74,710.52	75,731.75	76,752.98
17	70,639.00	72,742.74	73,794.61	74,848.10	75,899.97	76,951.84	78,003.70	79,055.57
18	72,758.17	74,925.02	76,008.45	77,093.54	78,176.97	79,260.39	80,343.82	81,427.24
19	74,940.92	77,172.77	78,288.70	79,406.35	80,522.27	81,638.20	82,754.13	83,870.06
20	77,189.14	79,487.95	80,637.36	81,788.54	82,937.94	84,087.35	85,236.75	86,386.16

APPENDIX B
SALARY SCHEDULE

2022-2023

	B	B+15	B+30	M	M+15	M+30	M+45	PHD
1	44,519.89	45,830.87	46,486.36	47,142.86	47,798.35	48,453.84	49,109.33	49,764.82
2	45,855.49	47,205.80	47,880.95	48,557.15	49,232.30	49,907.46	50,582.61	51,257.76
3	47,231.15	48,621.97	49,317.38	50,013.86	50,709.27	51,404.68	52,100.09	52,795.50
4	48,648.09	50,080.63	50,796.90	51,514.28	52,230.55	52,946.82	53,663.09	54,379.36
5	50,107.53	51,583.05	52,320.81	53,059.70	53,797.46	54,535.22	55,272.98	56,010.74
6	51,610.75	53,130.54	53,890.43	54,651.50	55,411.39	56,171.28	56,931.17	57,691.07
7	53,159.08	54,724.46	55,507.14	56,291.04	57,073.73	57,856.42	58,639.11	59,421.80
8	54,753.85	56,366.19	57,172.36	57,979.77	58,785.94	59,592.11	60,398.28	61,204.45
9	56,396.46	58,057.17	58,887.53	59,719.16	60,549.52	61,379.87	62,210.23	63,040.59
10	58,088.36	59,798.89	60,654.16	61,510.74	62,366.01	63,221.27	64,076.54	64,931.80
11	59,831.01	61,592.86	62,473.78	63,356.06	64,236.99	65,117.91	65,998.83	66,879.76
12	61,625.94	63,440.64	64,347.99	65,256.74	66,164.10	67,071.45	67,978.80	68,886.15
13	63,474.72	65,343.86	66,278.43	67,214.45	68,149.02	69,083.59	70,018.16	70,952.73
14	65,378.96	67,304.18	68,266.79	69,230.88	70,193.49	71,156.10	72,118.71	73,081.32
15	67,340.33	69,323.30	70,314.79	71,307.81	72,299.29	73,290.78	74,282.27	75,273.76
16	69,360.54	71,403.00	72,424.23	73,447.04	74,468.27	75,489.50	76,510.74	77,531.97
17	71,441.35	73,545.09	74,596.96	75,650.45	76,702.32	77,754.19	78,806.06	79,857.93
18	73,584.59	75,751.44	76,834.87	77,919.96	79,003.39	80,086.81	81,170.24	82,253.66
19	75,792.13	78,023.99	79,139.92	80,257.56	81,373.49	82,489.42	83,605.35	84,721.27
20	78,065.90	80,364.71	81,514.11	82,665.29	83,814.70	84,964.10	86,113.51	87,262.91

**APPENDIX B
SALARY SCHEDULE**

2023-2024

	B	B+15	B+30	M	M+15	M+30	M+45	PHD
1	45,019.89	46,330.87	46,986.36	47,642.86	48,298.35	48,953.84	49,609.33	50,264.82
2	46,370.49	47,720.80	48,395.95	49,072.15	49,747.30	50,422.46	51,097.61	51,772.76
3	47,761.60	49,152.42	49,847.83	50,544.31	51,239.72	51,935.13	52,630.54	53,325.95
4	49,194.45	50,626.99	51,343.26	52,060.64	52,776.91	53,493.18	54,209.45	54,925.73
5	50,670.28	52,145.80	52,883.56	53,622.46	54,360.22	55,097.98	55,835.74	56,573.50
6	52,190.39	53,710.18	54,470.07	55,231.13	55,991.02	56,750.92	57,510.81	58,270.70
7	53,756.10	55,321.48	56,104.17	56,888.07	57,670.76	58,453.45	59,236.13	60,018.82
8	55,368.79	56,981.13	57,787.30	58,594.71	59,400.88	60,207.05	61,013.22	61,819.39
9	57,029.85	58,690.56	59,520.92	60,352.55	61,182.90	62,013.26	62,843.62	63,673.97
10	58,740.75	60,451.28	61,306.54	62,163.13	63,018.39	63,873.66	64,728.92	65,584.19
11	60,502.97	62,264.82	63,145.74	64,028.02	64,908.94	65,789.87	66,670.79	67,551.71
12	62,318.06	64,132.76	65,040.11	65,948.86	66,856.21	67,763.56	68,670.91	69,578.27
13	64,187.60	66,056.74	66,991.31	67,927.33	68,861.90	69,796.47	70,731.04	71,665.61
14	66,113.23	68,038.44	69,001.05	69,965.15	70,927.76	71,890.36	72,852.97	73,815.58
15	68,096.62	70,079.60	71,071.09	72,064.10	73,055.59	74,047.08	75,038.56	76,030.05
16	70,139.52	72,181.99	73,203.22	74,226.02	75,247.26	76,268.49	77,289.72	78,310.95
17	72,243.71	74,347.45	75,399.31	76,452.80	77,504.67	78,556.54	79,608.41	80,660.28
18	74,411.02	76,577.87	77,661.29	78,746.39	79,829.81	80,913.24	81,996.66	83,080.09
19	76,643.35	78,875.20	79,991.13	81,108.78	82,224.71	83,340.64	84,456.56	85,572.49
20	78,942.65	81,241.46	82,390.87	83,542.04	84,691.45	85,840.85	86,990.26	88,139.67

APPENDIX C

GRIEVANCE REPORT FORM
TRI-COUNTY EDUCATION ASSOCIATION

Grievance Number _____ Which step in Procedure _____

Name of Grievant _____

Date and Place Grievance Occurred _____

Statement of Grievance _____

Item of Contract _____

Relief Sought _____

Disposition from Previous Step _____

Date _____ Authorized Signature _____

Position of Grievant/Association _____

Date _____ Authorized Signature _____

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