

COLLECTIVE BARGAINING AGREEMENT
between the
COATESVILLE AREA SCHOOL DISTRICT
and the
COATESVILLE AREA TEACHERS
ASSOCIATION
2026-2030

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1 **COATESVILLE AREA SCHOOL DISTRICT AND COATESVILLE AREA TEACHERS ASSOCIATION**

2 **2026-2030 COLLECTIVE BARGAINING AGREEMENT**

3 **RECITALS**

4 Whereas, the Board of School Directors (the School Board) of the Coatesville Area School District
5 (the District), a public employer as defined in the Pennsylvania Public Employee Relations Act,
6 having recognized the Coatesville Area Teachers' Association (an employee organization as
7 defined in the said Act and hereinafter referred to as CATA, as representatives for collective
8 bargaining purposes for certain professional employees and as a result of such bargaining having
9 reached agreement with respect to wages and other conditions of employment; and

10 Whereas the said Pennsylvania Public Employee Relations Act provides for the reduction of a
11 collective bargaining agreement to writing and execution by the parties;

12 Now, therefore, in consideration of the foregoing premises and the mutual covenants herein
13 contained, the District and CATA, intending to be legally bound hereby, agree as follows:

14 **ARTICLE I: DEFINITIONS**

15 When used in this Collective Bargaining Agreement and capitalized, the following terms shall
16 have the following meaning:

- 17 A. "Act 88" means Act 88 of 1992, 24 P.S., Article XI-A.
- 18 B. "Act 195" means the Public Employee Relations Act, 43 P.S. 1101.101.
- 19 C. "Agreement" means this collective bargaining agreement between CATA and the District.
- 20 D. "Applicable Law" means all federal, state and local statutes, ordinances, resolutions and
21 regulations that are applicable to the situation under consideration, including the rules and
22 regulations of any government authority, applicable to the District, CATA or the Employee(s),
23 and includes all applicable case law, court orders, injunctions and consent decrees.
- 24 E. "Assistant Superintendent" means the Assistant Superintendent, the acting substitute or
25 interim Assistant superintendent, or the representative or designee of any of them.
- 26 F. "Bargaining Unit Member" means an individual(s) who is in the collective bargaining unit
27 represented by CATA and covered by this agreement.
- 28 G. "Board" or "School Board" means the Board of School Directors of the District.
- 29 H. "CATA" means the Coatesville Area Teachers' Association, PSEA-NEA.
- 30 I. "CATA President" means the CATA President, substitute, acting or interim CATA President
31 or their designee.
- 32 J. "Collective Bargaining Unit" means the collective bargaining unit that has been certified by
33 the Pennsylvania Labor Relations Board.

- K. "Director of Human Resources" means the director of Human Resources, the acting, interim or substitute director of Human Resources or the representative or designee of any of them.
- L. "District" means Coatesville Area School District.
- M. "Required by Law" means a mandate contained in law that compels the District to act or refrain from acting and that is enforceable in a court of law. "Required by Law" includes court orders and court-ordered warrants; subpoenas or summons issued by a court, grand jury, a governmental or administrative body; conditions for participation in any program agreed upon by the District imposed upon the District for participating in the program; and terms of assurances made by the District to any state and federal agency.
- N. "School Code" means the Public-School Code as may be amended from time to time. Sep 24 P.S. 1-10.
- O. "School Day" means any day that school is in session for students, including remote days, flexible instruction days, hybrid days, etc.
- P. "Superintendent" means the Superintendent, the acting or interim Superintendent, the substitute Superintendent, as applicable, or the representative or designee of any of them.

ARTICLE II: MISCELLANEOUS PROVISIONS

2.1 School Board Authority

The operation and management of the district and the direction of its employees are vested in the School Board. Except as specifically restricted by the provisions of this agreement or other federal or state laws, the School Board has the exclusive authority to establish policy and manage the conduct of the public schools within its jurisdiction. The School Board's exclusive authority includes, but is not limited to, the right to operate the district, to staff the district, to direct the employees to select its supervisory personnel, to hire new employees, to lay off employees, to assign work, to transfer work or employees, and to discipline and discharge employees for just cause. This agreement does not in any way restrict the right of CATA as permitted by Act 195 to bring to the employer, on a "meet and discuss" basis, policy matters affecting wages, hours, terms or conditions of employment.

2.2 Anti-Discrimination

It is the policy of the district not to discriminate based on race, age, color, national origin, sex, sexual preference and disability, in its educational programs, activities or employment policies as required by law. The district's anti-discrimination policies are posted on the district's website.

2.3 Term of Agreement

This agreement shall be effective as of July 1, 2026 and shall remain in full force and effect through June 30, 2030 in accordance with the provisions of Act 195. The contract years shall be as follows:

69 July 1, 2026 to June 30, 2027
70 July 1, 2027 to June 30, 2028
71 July 1, 2028 to June 30, 2029
72 July 1, 2029 to June 30, 2030

73 **2.4 Emergency Conditions; Emergency Teams**

74 A. Emergencies such as fires, snow, serious accidents, etc. may cause deviation from the
75 agreement as determined by the Superintendent.

76 B. If an emergency condition should result in the closing of schools, the delayed opening, or early
77 dismissal of a school or schools, for students and Bargaining Unit Members, the beginning of
78 the Bargaining Unit Member's workday or the end of the Bargaining Unit Member's workday
79 will be adjusted in accordance with the delay or dismissal. The district is required to provide
80 reasonable notification of the same to Bargaining Unit Members.

81 C. Special Rules for Early Dismissal Due to Emergency - In the event of the closing of school in
82 the district earlier than the regularly scheduled dismissal time as a result of emergency
83 conditions, including but not limited to weather. Bargaining Unit Members shall be permitted
84 to leave work earlier than the regularly scheduled end of the contractual workday as set forth
85 herein.

86 1. In the event of an early school closing as set forth in Section 2.4 Paragraph B, Bargaining
87 Unit Members not assigned to the designated Emergency Team (discussed below) shall
88 be permitted to leave work no later than thirty (30) minutes after the dismissal time for
89 students in the school in which they are assigned. For example, if the students are
90 dismissed at 11:30 a.m., Bargaining Unit Members in that school building, not assigned to
91 the designated Emergency Team, shall be dismissed no later than 12:00 p.m.

92 2. In the event of an early school closing as set forth in Section 2.4, Paragraph B, individuals
93 assigned to the designated Emergency Team shall remain at the school until all buses
94 have completed all runs, dropping off all students from the school in which they are
95 assigned. Emergency Teams shall be notified immediately once drop-off is completed and
96 shall be immediately dismissed to leave the work site.

97 3. In the event that individuals assigned to an Emergency Team are required to remain at
98 their assigned school past their contractual workday, those individuals shall receive
99 compensation at their per diem rate of pay prorated for the time that they are required to
100 remain past their contractual workday.

101 4. Emergency Teams shall be comprised of one-third (1/3) of bargaining unit employees in
102 the school in which they are assigned. Selection of the Emergency Teams can occur as
103 follows:

- a) One-third (1/3) of teachers can volunteer to be members of the Emergency Team that will be used for all early dismissals due to weather; or
- b) All teachers will be randomly divided into three (3) Emergency Teams per building (e.g., Emergency Team A, B and C), each comprising one-third (1/3) of Bargaining Unit Members. The emergency teams will rotate each time there is an early dismissal due to weather. For example, for the first early dismissal, Emergency Team A will be on duty. Emergency Teams B and C will be dismissed no later than 30 minutes after the student dismissal at the building they are assigned. For the second early dismissal, Emergency Team B will be on duty. Emergency Teams A and C will be dismissed no later than 30 minutes after the student dismissal at the building they are assigned.
- c) In the event that an individual assigned to the applicable Emergency Team on the day of an early school closing cannot remain at the school as required, that individual is responsible for finding their own replacement, except if that Bargaining Unit Member is absent from work on a day Emergency Teams are utilized then they are not required to find a replacement.
- d) The district administration (including site principals) may release Emergency Team teachers earlier than stated herein, at the administration's sole discretion.
- e) No Bargaining Unit Member who is not a member of the designated Emergency Team shall be required to remain in the school building or on school property after the adjusted dismissal time.

2.5 Publication of Agreement

Copies of this agreement shall be made available in electronic publication within sixty (60) days after the agreement is signed.

2.6 Scope of Agreement

Membership in the bargaining unit is reserved for all full-time and regular part-time non-administrative professional employees of the district.

2.7 Severability

If any provision of the agreement is, or shall be at any time, contrary to law, then such provisions shall not be applicable, performed, or enforced except to the extent permitted by law and any substitute action shall be subject to appropriate negotiations with CATA as required by law.

2.8 Work Stoppage

CATA and the district agree not to engage in, instigate, or condone any strike, lockout, work stoppage or refusal to perform work on the part of any bargaining unit member covered by the agreement over issues related to the implementation and or interpretation of the agreement to which both parties have agreed. This provision, in no way, takes away the right of the bargaining unit member to strike under Act 195 or under Act 88 in bargaining over a new agreement.

2.9 Zipper

The district and CATA agree that all items included in the negotiations package of both parties have been discussed during the negotiations leading to this agreement. No additional negotiations on this agreement will be conducted on any item, whether contained herein or not, during the life of the agreement, unless the parties mutually agree to waive the provisions of this agreement.

2.10 District Recovery of Financial Obligations

There may be times when a bargaining unit member has a financial obligation to the district for the reimbursement of tuition payments or the repayment of health care premiums. When there is such an obligation, the district may deduct the amount owed from any wages owed by the district to the Bargaining Unit Member. Payroll will make every effort to notify the Bargaining Member if there will be deductions in the Bargaining Unit Member's pay within 10 days. A payment plan may be offered if necessary.

ARTICLE III: CATA RIGHTS AND RESPONSIBILITIES

3.1 Committee Appointments

Any committee deemed necessary by the Superintendent that relates to the matters concerning Bargaining Unit Members, or their welfare, shall contain Bargaining Unit Members appointed by CATA.

3.2 Payroll Deductions

A. For purposes of implementing payroll deduction for dues to CATA, PSEA and NEA, representatives of the district and CATA will meet within thirty (30) days after the commencement of the school year and will jointly prepare a dues deduction schedule, separately for twenty-two (22) and twenty-six (26) payroll schedule, setting forth the amount of dues remaining unpaid after each pay period.

B. The district will notify CATA within five (5) business days after the resignation of a Bargaining Unit Member is accepted within the school year by electronic mail to the membership chair and the president of CATA. Unless advised to the contrary by CATA or by the Bargaining Unit Member terminating his or her employment within ten (10) days prior to the issuance of the Bargaining Unit Member's last paycheck, the amount of the balance of the professional dues owed will be calculated from such dues deduction schedule.

C. In October of each school year, CATA shall provide the payroll department with a list of Bargaining Unit Members who have chosen, by submitted cards, to have CATA dues paid by deduction from pay. No later than February 28th of each year, CATA shall submit any additions or deletions to the October list. Following the submission of the February updated list, no new names are to be referred to the Payroll Department.

- D. Any and all voluntary payroll deductions made from Bargaining Unit Member's pay, including but not limited to deductions made for tax sheltered annuities, 403(b), savings bonds, CATA, PSEA, NEA dues and assessment, PACE contributions, charitable contributions and credit union deductions, shall be sent to the Bargaining Unit Member's designated accounts within two (2) weeks from the date said deductions are made.

3.3 Bargaining Unit Member Representation by CATA (Professional Rights)

Whenever any professional bargaining unit member is required to appear before the Superintendent, Board, or any committee or member thereof, and loss of pay or discipline could result from such appearance, they shall be afforded the right to have a representative of the Coatesville Area Teachers Association (CATA) present.

A. Meetings between the principal and a Bargaining Unit Member should be encouraged for a variety of reasons. However, if in the process of a meeting, the Bargaining Unit Member feels that it definitely becomes a matter related to discipline and/or a possible loss of pay, he/she shall be afforded the opportunity to have a representative of CATA present.

B. In the event that a ChildLine or other third-party agency report is made involving a Bargaining Unit Member, the Superintendent or designee will notify the member. At that time, the member will be advised of their right to request union representation to discuss the situation prior to leaving the building.

3.4 Rights to CATA/PSEA/NEA

CATA may hold meetings on school property and utilize school bulletin boards, email, mailboxes or buildings for voting, surveys and distributing literature pertaining to CATA.

A. CATA President and Vice Presidents shall not be obliged to serve a duty period in order to facilitate the schedule of meetings and other CATA responsibilities. The district shall make every effort to schedule this period at the beginning or end of the day.

B. No district or building meetings shall be held on the first Wednesday of every month, except in the event of a building or district emergency.

3.5 Just Cause (Employee Protection)

No member of the bargaining unit shall be disciplined, suspended, furloughed, laid off or discharged without just cause. Just cause is hereby deemed, for matters of discipline, as any employee conduct which violates any board policy, practice, rule or emulation, is in violation of the Bargaining Unit Members' responsibilities under the School Code or is behavior which is not permitted under the School Code. Nothing contained in this provision shall limit the Association's right to challenge whether the district has satisfied any of the elements of the just cause standard.

The district shall follow a progressive discipline approach to address employee performance or conduct concerns. This system is intended to provide fair, consistent, and constructive corrective

211 action while affording employees the opportunity to improve.

212 Progressive discipline generally follows the steps outlined below. The bargaining unit member
213 may notify CATA leadership at any stage of the process and may request union representation
214 when applicable.

215 A. Verbal Warning – An informal discussion to address minor concerns and clarify expectations.
216 A follow-up email and/or memo summarizing the discussion will be provided to the employee
217 for clarity; however, such documentation shall not be placed in the employee's personnel file.
218 This documentation may be referenced as part of the annual evaluation process. Support and
219 resources may be offered.

220 B. Written Warning – A formal written notice outlining the concern(s), expectations for
221 improvement, and potential consequences should the issue persist. This documentation will
222 be placed in the employee's personnel file.

223 C. Improvement Plan (PIP) – If concerns persist, the district may implement a structured
224 Performance Improvement Plan (PIP). The PIP shall identify specific areas of concern,
225 establish clear expectations, provide appropriate support and professional development, and
226 include a defined timeline for improvement. The CATA PIP Chairperson shall be involved in
227 developing the plan.

228 D. Suspension With Pay – Used when further investigation is required or in cases of alleged
229 misconduct where temporary removal from duties is appropriate.

230 E. Suspension Without Pay – Used for repeated or severe infractions, typically following prior
231 disciplinary action.

232 F. Termination – If the employee does not demonstrate adequate improvement following a PIP or
233 engages in serious misconduct, employment may be terminated.

234 Each case will be evaluated individually, and the district reserves the right to modify the sequence
235 of disciplinary steps based on the severity of the infraction. Bargaining Unit Members have the
236 right to respond to disciplinary actions and seek union representation when applicable. CATA
237 leadership may be involved throughout the process at the request of the Bargaining Unit Member
238 to ensure representation and support. All disciplinary actions will be accurate, factual, and based
239 on observable and documented behavior. No employee shall be retaliated against for participating
240 in the disciplinary process, filing a grievance, or exercising contractual or legal rights. Bargaining
241 Unit Members may submit a written rebuttal to be included in their personnel file.

242 **3.6 Code of Conduct**

243 All teacher discipline shall be administered in a manner consistent with the Pennsylvania Code
244 of Conduct for Professional Educators and board policies.
245

3.7 Liaison Roundtable

A. Purpose, Recommendations, Membership, etc.

1. The composition of the Liaison Roundtable shall include the President of CATA and four (4) members of CATA, the Superintendent and four (4) representatives from the district's administration with the appropriate decision-making authority who are chosen in response to the meeting agenda. The Liaison Roundtable shall come together for the purposes of exchanging ideas and opinions to formulate solutions to issues of concern between CATA and the district pursuant to an agenda prepared by CATA and submitted to the Superintendent forty-eight (48) hours prior to the meeting.
2. CATA and the district shall comply with the Meet and Discuss provisions of Act 195.
3. Liaison Roundtable meetings will be held once per month during the school year. The Liaison Roundtable will be scheduled by mutual agreement.
4. Every effort will be made by the parties to conclude the Liaison Roundtable meeting within one hour.

3.8 Maintenance of Membership

Any Bargaining Unit Member who is a member of CATA or who joins CATA after the effective date of the agreement must remain a member of CATA for the duration of this agreement, provided that any such Bargaining Unit Member may resign from CATA during a period of fifteen (15) days prior to the expiration of this agreement.

3.9 Release Time

- A. The CATA President may request that the district release a Bargaining Unit Member for the purpose of attending to CATA business outside of the district such as attending conventions, seminars and similar functions. If that request is granted, the cost of a substitute will be paid by CATA to the district. The granting of such a request will be within the discretion of the district. The CATA President will act reasonably with respect to the number and circumstances of such requests, and the district will act reasonably in exercising its discretion to grant or deny the requests. The number of hours to which such requests will be made will not exceed one hundred and sixty (160) hours per semester. A maximum of forty-eight (48) hours per year may be used by a single Bargaining Unit Member. Except in emergencies, such requests will be made seven (7) calendar days prior to the date of the release.
- B. The CATA President may also request that a Bargaining Unit Member be released for the purpose to attend a meeting between CATA and the District that is scheduled by mutual agreement. If such a request is granted, the cost of a substitute employee will not be paid by CATA; furthermore, nor will such a request be included as part of the one hundred and sixty (160) hours per semester referred to in the preceding paragraph.

If a member requests representation, all efforts will be made to schedule the meeting at a time when both the CATA representative and the member are not engaged in instructional duties.

3.10 Posting of Vacancies during the summer

Postings during the summer vacation will be available on the district website.

ARTICLE IV: GRIEVANCE PROCEDURE

4.1 Definitions

A. A grievance is defined as a difference or dispute that arises between the district and any Bargaining Unit Members or CATA as to the meaning or application of this agreement. *(See also Article III. Section 3.5. Just Cause Employee Protection)*

B. The term "days" when used in Article IV shall, except where otherwise indicated, mean working school days. For grievances processed during the summer months, the timelines for Level Three shall be extended until September 15.

4.2 Purpose

A. The primary purpose of having a grievance procedure is to secure equitable solutions to the problems of the parties involved. Both parties agree that, at the outset of a grievance, proceedings shall be kept informal and confidential, and an effort may be made to solve the grievance through informal procedures before more formal steps are undertaken.

B. Rights of Bargaining Unit Members to Representation

1. The Bargaining Unit Member(s) may be represented at all meetings and hearings, and at all steps and stages of the grievance and arbitration procedure only by CATA. Nothing contained herein shall be construed as limiting the right of any Bargaining Unit Member(s) having a grievance to discuss the matter informally with an appropriate member of the administration. However, when a Bargaining Unit Member(s) is represented by himself/herself, CATA shall have the right to be present and to state its views at all levels of the grievance procedure. Any adjustments/settlement of such a grievance shall not be inconsistent with the terms of this Collecting Bargaining Agreement, and a representative of CATA shall be given an opportunity to be present at any such adjustment/settlement. When any such adjustment/settlement schedule is made, prompt written notification of that fact shall be given to the appropriate CATA building representative and to the President and Grievance Chairperson of CATA (written notification shall include a description of the name of the grievance and the date, time, and place of the scheduled adjustment/settlement).

2. There shall be no reprisals of any kind by supervisory or administrative personnel taken against any grievant or their CATA representative, Grievance Chairperson, or any other participant in the procedure set forth herein for reason of such participation.

316 C. Time Limits

- 317 1. Time limits may be extended at any level by mutual agreement.
- 318 2. A Bargaining Unit Member may choose to discuss an alleged grievance or problem with
319 their immediate administrator, and they may agree to a joint resolution of the problem.
320 However, such a joint resolution cannot violate law or this agreement.

321 **4.3 Informal Procedure**

- 322 A. Level One - Informal procedures must be concluded, and formal Level Two procedures must
323 be filed within twenty (20) school days.
- 324 B. Informal Meeting(s) with Immediate Administrator. If the informal level of the grievance
325 procedure is being invoked, either the grievant or CATA representative will inform that
326 immediate administrator that the informal level of the grievance procedure has begun. Any
327 resolution at this level, once the administrator has been notified that the grievance procedure
328 has begun, shall be recorded on the informal report form.

329 **4.4 Formal Procedure**

- 330 A. Level Two - The administrator responds in five (5) school days. All grievances arising under
331 this agreement must be reduced to writing within twenty (20) days after the basis for the
332 grievance could reasonably be discovered. Such written grievances must be submitted to the
333 Bargaining Unit Member's immediate administrator (usually the building principal) and the
334 Director of Human Resources on the Grievance Form. The administrator shall respond to the
335 grievance in writing within five (5) days, with copies, to the Bargaining Unit Member, the
336 Grievance chairperson, the CATA President, the School Board President and the Director of
337 Human Resources.

- 338 B. Level Three - CATA files in five (5) school days.

- 339 1. If the grievance is not resolved at level two, or the answer of the immediate administrator
340 is not received within five (5) school days, CATA shall notify the Director of Human
341 Resources of CATA's desire to proceed to level three of the grievance procedure. Such
342 notice to the Director of Human Resources must be in writing and must be submitted to
343 him/her within five (5) days after receipt of the written response of the administrator in level
344 two of the grievance procedure or in the event a written response is not received from the
345 administrator, within five (5) days after the time has expired for the submission of that
346 written response from the administrator in level two.
- 347 2. Director of Human Resources responds in ten (10) school days- Thereafter, the Director of
348 Human Resources will meet with representative(s) of CATA in an effort to resolve the
349 grievance. The Director of Human Resources or their designee shall respond in writing to
350 the grievance within ten (10) days after it is submitted in writing to him/her.

351

C. Level Four - CATA Notifies the Board within five (5) days.

1. If the grievance is not satisfactorily resolved at level three, CATA may notify the President of the school board in writing within five (5) days of receipt of the Director of Human Resources' written response of its intent to proceed to level four of the grievance procedure. The President of the school board shall be responsible for providing notice of the grievance to all members of the school board. Thereafter, the School Board's secretary shall respond in writing to the grievance within ten (10) days after receipt of CATA's written submission to level four. The response shall contain the signatures of the President of the school board and two other school board members. The school board may, but is not required to, request a meeting with CATA to discuss the grievance before the school board issues its written response.

2. Board Responds within ten (10) days. The parties recognize that certain grievances will arise in which it will be desirable and appropriate that CATA and the school board meet for the purpose of understanding the nature of the grievance. In the event such a meeting is requested by CATA, the board agrees that it will act reasonably in responding to such a request. No affirmation or denial from the school board and/or CATA shall be made public.

D. Level Five - CATA must file within fifteen (15) days to proceed to arbitration

1. Within fifteen (15) days of the school board's written response to the grievance, CATA or its representative shall notify the Director of Human Resources of its decision to proceed to arbitration. The district and CATA shall attempt to mutually agree on an arbitrator. If the parties are unable to agree upon an arbitrator, they shall request a list of arbitrators from the Bureau of Mediation (the Bureau). The arbitrator shall set a mutually acceptable date after consultation with both parties and shall notify the parties to present their case and/or proof on the date set.

2. The arbitrator so elected will hear the matter promptly and will issue their decision no later than thirty (30) days from the date of the close of the hearings; or, if oral hearings have been waived by the parties in interest, then from the date the final statement and proofs are submitted to him/her. The arbitrator's decision will be in writing and set forth their findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator shall be submitted to the CATA Grievance Chairperson, the President of CATA, the President of the school board, the Director of Human Resources and the Bargaining Unit Members. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which violates the terms of the agreement. The decision of the arbitrator shall be binding. The arbitrator shall have no power to alter, add to, or detract from the provisions of this agreement. The parties shall share equally the expenses of the arbitrator.

3. All written records dealing with the grievance shall be filed separately from the Bargaining Unit Member(s) personnel file.

a) Effective with this agreement, in the event that a grievance proceeds to arbitration, the

391 employee's paper personnel file will contain all documentation related to the grievance
392 in an envelope/folder with the arbitrator's decision affixed to the front, regardless of
393 whether the decision is in favor of the Association or the District.

394 **4.5 Group Grievances**

395 A. If, in the judgment of CATA, a grievance affects a group or class of Bargaining Unit Members,
396 CATA may submit such a grievance in writing to the Director of Human Resources directly and
397 this will be considered level three. The grievance must be reduced in writing within twenty
398 (20) days after the basis for the grievance could reasonably have been discovered. A meeting
399 shall be convened in order to attempt to remedy said grievance, and the Director of Human
400 Resources shall respond in writing to the grievance within ten (10) days following the
401 completion of the meeting.

402 B. If the grievance is not satisfactorily resolved at the Director of Human Resources level, CATA
403 may notify the President of the School Board in writing within five (5) days of receipt of the
404 Director of Human Resources written response of its intent to proceed to level four of the
405 grievance procedure. Thereafter, the board's secretary shall respond in writing to the
406 Grievance Chairperson within ten (10) days after receipt of CATA's written submission to level
407 four.

408 C. The school board may but is not required to request a meeting with CATA to discuss the
409 grievance before the school board issues its written response. If the grievance is not resolved
410 to the satisfaction of CATA, it may be submitted to arbitration in accordance with 4 above.

411 **4.6 Grievances related to Evaluations**

412 Unsatisfactory and needs improvement ratings shall be subject to the grievance and arbitration
413 provisions of the agreement.

414 **ARTICLE V:** 415 **COMPENSATION/PAY/SALARY/REIMBURSEMENT/STIPEND**

416 **5.1 Senior High School Graduation Attendance**

417 Bargaining Unit Members who voluntarily choose to work senior high school graduation exercises
418 will be provided release time of one-half (½) day on the last teacher day.

419 **5.2 Back-to-School Night**

420 All Bargaining Unit Members are required to attend Back to School Night and will be given release
421 time of one half (½) day on the last teacher day. Bargaining Unit Members who have attended
422 Back to School Night and leave before the release time is given will receive one-half day pay.
423 Bargaining Unit Members who are hired after Back to School Night will be required to conduct a
424 makeup Back to School Night session, within 2 weeks of their start date. If this does not occur,
425 the Bargaining Unit Member shall not receive the one-half (½) day release time on the last teacher

426 day.

427 **5.3 Class Coverage Pay**

428 A. Anytime a Bargaining Unit Member is directed to cover a class, that Bargaining Unit Member
429 will be compensated at the following rate per class coverage.

430 2026-2027 \$39.00

431 2027-2028 \$40.00

432 2028-2029 \$41.00

433 2029-2030 \$42.00

434 B. Pay for class coverage, when appropriate, will be made within the next two (2) pay periods
435 following the coverage(s) provided time sheets are submitted timely.

436 C. Class coverage payments will be made for the following:

437 1. Loss of preparation time or lunch.

438 2. When a Bargaining Unit Member is pulled due to professional development or training.

439 3. A vacancy has been created due to a separation from employment for any reason (i.e.,
440 resignation, retirement, dismissal).

441 D. If class coverages are required at the elementary level, teachers will be compensated in
442 accordance with 5.3.A. at the following rate: $\frac{1}{4}$ day coverage 2 hours , $\frac{1}{2}$ day coverage 3
443 hours, full day coverage 5 hours.

444 E. If teachers are covering a position, on a short-term basis, and are grading/planning for those
445 courses, they will be compensated at the curricular rate for these duties in accordance with
446 the amount of time the class meets per cycle. CATA leadership will be consulted as to how
447 many hours of compensation will occur each week.

448 F. Activities including but not limited to summer school teaching, tutoring, homebound instruction,
449 and curriculum work will be reimbursed at the curricular rate. Such activities shall be approved
450 by the superintendent or their designee.

451 **5.4 Classes Beyond the Maximum Load Compensation**

452 A. Any assignment beyond the minimum class assignment will be on a voluntary basis.

453 B. In the secondary school, Bargaining Unit Members who teach six (6) periods in an instructional
454 day that has seven (7) or more periods, will be compensated at the rates set forth in the chart
455 below based upon whether the assignment is for one semester or two semesters.

456

	1 day per cycle	2 days per cycle	3 days per cycle	4 days per cycle	5 days per cycle	6 days per cycle
1 semester assignment	\$433.34	\$854.67	\$1,300.00	\$1,804.07	\$2,255.08	\$2,600.00
2-semester assignment	\$866.66	\$1,733.34	\$2,600.00	\$3,466.66	\$4,333.34	\$5,200.00

457 **5.5 Tuition Reimbursement**

458 A. Definition – Approved Graduate Course

459 An "Approved Graduate Course" shall mean a graduate-level course taken for graduate credit
 460 that is offered by an accredited college or university approved by the Commonwealth of
 461 Pennsylvania, and is related to the Bargaining Unit Member's current certification or assignment,
 462 or is reasonably anticipated to benefit the District through additional certification or professional
 463 growth, as pre-approved by the Superintendent or designee.

464 B. Pre-Approval and Completion Requirements

465 All Approved Graduate Courses must be pre-approved by the Superintendent or designee before
 466 enrollment. Pre-approval documentation must be submitted 2 weeks prior to the start of the
 467 course. If the District fails to provide written approval or denial prior to the start of the course, the
 468 course shall be deemed approved. Reimbursement shall be limited to the Approved Graduate
 469 Courses completed during the term of this Agreement. To be eligible for reimbursement, a
 470 Bargaining Unit Member must complete the course with a final grade of "B" or better, or a "Pass"
 471 in the case of pass/fail courses, where applicable. Courses designated as pass/fail shall otherwise
 472 not be eligible for reimbursement unless a passing grade is awarded.

473 1. Tuition reimbursement shall apply to tuition costs only; however, mandatory program fees
 474 required for enrollment in an approved graduate degree or certification program will be
 475 reimbursed. These reimbursable fees shall include, but are not limited to:

- 476
- 477 a. General fees
- 478 b. Technology fees
- 479 c. Graduation/graduate fees

480 Fees for books, materials, student services, late registration, or other optional charges shall
 481 not be reimbursable. Reimbursement for program fees shall not exceed the rate established
 482 by West Chester University. These rates shall be provided to the CATA President at the
 483 beginning of each school year.

484 2. A Bargaining Unit Member shall not be eligible for reimbursement while on unpaid leave of
 485 absence, except for maternity leave. Upon return from maternity leave, reimbursement
 486 shall be provided for Approved Graduate Courses taken during such leave, provided all

487 other requirements of this Article are met.

488 C. Reimbursement Amounts and Credit Limits

489 Reimbursement for Approved Graduate Courses shall be provided as follows:

490 1. Approved Graduate Degree Programs - A Bargaining Unit Member enrolled in an
491 approved graduate degree program shall be reimbursed at the rate of seventy-five percent
492 (75%) of tuition for coursework, in a Master's Program.

493 2. Individual Graduate Courses - A Bargaining Unit Member enrolled in an Approved
494 Graduate Course that is not part of an approved graduate degree program shall be
495 reimbursed for twenty-five percent (25%) of tuition costs.

496 3. Annual Credit Limit - Reimbursement under this Article shall be limited to a maximum of
497 fifteen (15) credits per Bargaining Unit Member per school fiscal year, defined as July 1
498 through June 30.

499 D. Annual Districtwide Cap and Reporting

500 The aggregate maximum amount paid by the District for tuition reimbursement to all
501 eligible Bargaining Unit Members in any one school fiscal year shall not exceed two hundred
502 twenty thousand dollars (\$220,000.00). Reimbursement shall be processed on a first-come,
503 first-served basis, based on the completion and submission of all required documentation.

504 For purposes of applying the annual cap and credit limits, the last day of the course shall
505 determine the applicable school fiscal year. The District shall notify the CATA President when
506 tuition reimbursement expenditures reach seventy percent (70%) and eighty percent (80%) of
507 the annual cap. Upon reasonable request, the District shall provide an accounting of tuition
508 reimbursement payments made pursuant to this Article.

509 E. Documentation and Payment: To receive reimbursement, a Bargaining Unit Member shall
510 submit proof of tuition payment and an official transcript or grade report demonstrating
511 successful completion of the Approved Graduate Course. Tuition reimbursement shall be issued
512 within sixty (60) days of the District's receipt of complete and required documentation.

513 F. Employment Status and Repayment - Employees must be Bargaining Unit Members actively
514 employed by the District at the time of reimbursement is issued. If a Bargaining Unit Member
515 voluntarily resigns within one (1) year of receiving tuition reimbursement, the District may
516 require repayment of the reimbursed amount. Repayment may be waived, in whole or in part, in
517 cases of circumstances beyond the employee's control, such as serious illness, disability, or
518 death

519 **5.6 Coordinators**

520 A. The number, identity, and duties of coordinators, and the appointment of persons to be

521 coordinators, shall be determined by the district.

522 B. Compensation

523 1. \$3,692.00 for K-12 coordinators with more than fifty (50) Bargaining Unit Members with
524 five (5) days release time.

525 2. \$2,548.00 for K-12 coordinators with more than thirty (30) Bargaining Unit Members
526 with three (3) days release time.

527 3. \$1,404.00 for all other coordinators with one (1) day release time.

528 4. PBIS Leads will be paid Elementary \$2750.00 and Secondary \$3550.00

529 **5.7 Payments for Extended Season Activities**

530 When a team or activity extends beyond the regularly scheduled season as defined by PIAA as
531 District Playoffs or State Championships, the head coach and approved assistant coaches shall
532 be compensated for the extended season in accordance with Exhibit B and the provisions below:

533 A. Approval - Participation in extended season activity must be confirmed and approved by the
534 District.

535 B. Eligibility for Compensation

536 1. The number of paid coaches assigned during the extended season shall not exceed the
537 number of students participating in the extended season activity. In the event that only one
538 student qualifies for participation, two coaches shall be assigned.

539 2. Additional assistant coaches may be approved for payment by the District based on the
540 number of students actively participating, and the supervision and safety needs of the
541 program.

542 3. Coaches must be actively supervising or delivering instruction to student participants in
543 order to receive pay.

544 C. Compensation Calculation

545 1. For each sport, the regular season is defined as the period from the PIAA First Practice
546 Date through the Last Regular Season Contest Date as set forth in Exhibit B.

547 2. The daily rate for each coaching position shall be calculated by dividing the regular season
548 stipend for that position by the number of days in the regular season for that sport.

549 3. The daily rate shall be paid for each day of District-approved participation occurring after
550 the conclusion of the regular season.

- 551 4. Compensation shall be based on time sheet completion and submission.
- 552 5. Under no circumstances shall extended season compensation be less than the amount
553 derived from the daily rate calculation in subsection (5.7 C2).
- 554 D. Covered Activities - Compensation applies to: District Playoffs and State Championships
555 preparation and contests.
- 556 E. Continuity of Position - A coach who fulfills the obligations of their coaching assignment
557 during the regular season remains eligible for extended season compensation regardless of
558 whether their contracted appointment for the following year has been determined.
- 559 F. Submission Requirements - Coaches must submit required District documentation for
560 payment in a timely manner, using such forms or systems as may be required by the District.

561 **5.8 Department Head's/Grade Level Chairpersons' Pay**

- 562 A. The number, identity, and duties of department heads, grade level chairpersons, and the
563 appointment of persons to be department heads or grade level chairpersons shall be
564 determined by the district.
- 565 B. Department Heads shall receive an annual stipend of \$2,704.00 for the performance of duties
566 associated with that position.
- 567 C. Grade Level Chairpersons shall receive an annual stipend of \$1,924.00 for the performance
568 of duties associated with that position.

569 **5.9 Extra Duty**

- 570 A. Appointments - Extra-duty assignments shall be approved annually by the district for the
571 applicable school year. All extra-duty assignments are annual and non-continuing.
572
- 573 B. Performance Evaluation and Accountability - The appropriate evaluator shall be responsible
574 for evaluating the completion of assigned duties before payment as follows:
575
- 576 1. The Athletic Director or their designee shall evaluate athletic coaching and faculty
577 manager positions.
- 578 2. The building principal or designee shall evaluate club advisor positions.
579
- 580 C. Evaluation Criteria - Yearly evaluations shall be based on the following criteria:
581
- 582 1. The assigned duties and required activities, as outlined in the job description, were
583 performed.
584
- 585 2. Attendance and participation records were maintained, where applicable.

- 586
587 3. For coaching positions, documentation of participants, contests, and season length was
588 maintained consistent with the unit allocation framework.
589

590 The District may require submission of reasonable documentation to verify completion of
591 assigned duties. Any determination that assigned duties were not performed shall be
592 provided in writing, stating the reasons for such determination, to the affected Bargaining
593 Unit Member and the Director of Human Resources.

- 594 D. Documentation and Compensation Requirements - Extra-duty assignments compensated on
595 a unit basis are contingent upon compliance with District reporting requirements necessary
596 to support unit valuation and program oversight. Compensation shall be provided upon
597 completion of assigned duties. Failure to maintain required records may be considered in
598 assignment decisions, but shall not constitute disciplinary action.
599

- 600 E. Unit-Based Extra-Duty Assignments - This section governs the creation and approval of unit-
601 based extra-duty positions, the allocation of units to those positions, the applicable rate of
602 pay, and the schedule for compensation of Bargaining Unit Members serving in such
603 assignments.
604

- 605 F. Creation, Approval, Renewal of Positions - The number and identity of extra-duty positions,
606 including but not limited to coaching and club sponsorship activities, shall be determined by
607 the district and approved by the Board. Extra-duty assignments are subject to annual board
608 approval at the July board meeting, except positions that start before July 1st, which will be
609 approved at the May Board meeting. If approved, the member shall be notified in writing
610 within 10 business days. Bargaining Unit Members not renewed shall be notified following
611 Board action. If any extra duty position is being eliminated, the CATA President will be
612 notified before the posting of the agenda. The notification shall include:
613

- 614 1. The assigned unit value for the position.
615 2. The applicable dollars-per-unit rate.
616 3. The total compensation for the assignment.
617

- 618 G. Unit Allocation - Unit allocations are based upon workload factors underlying the district's
619 unit system, including but not limited to, participants, contests, season length, program
620 scope, and related responsibilities. The unit value assigned to each extra-duty position shall
621 be outlined below and can be found on the district website.
622

- 623 1. History of the Unit System - Documents the origin and evolution of the unit-based
624 compensation structure from 1983 to the present.
625
626 2. How Pay Works - Explains the relationship between assigned units, per-unit rates, and
627 years of experience in calculating total compensation.
628

- 629 3. Workload Calculator - Demonstrates how unit totals are derived from documented
630 workload inputs, including hours, multipliers, and program scope.
631
- 632 4. Experience and Pay Tiers - Establishes the per-unit rate schedule based on years of
633 service in the same or comparable assignment.
634
- 635 5. Position Schedule - Lists the assigned unit value for each approved extra-duty position
636 and serves as the binding reference for compensation calculations.
637
- 638 H. Review of Unit Allocations - The district and the association shall establish a Unit Review
639 Committee to review extra-duty allocations for continued alignment with workload factors
640 associated with the applicable athletic and/or club event. Any changes to unit values shall
641 require mutual agreement between the District and the Association through the collective
642 bargaining process.
643
- 644 I. Years of Experience - Experience for purposes of unit compensation shall mean completed
645 years of service according to the criteria list below (I 1-4). Experience credit shall be
646 determined as follows:
647
- 648 1. Same assignment: Experience shall be credited year-for-year.
649
- 650 2. Different extra duty assignment: Experience in a different sport or club may be credited at
651 one-third (1/3) year for each completed year coached or advised, as determined and
652 approved by the District before assignment. Bargaining Unit Members who previously
653 received one-half (1/2) year for each completed year coached will continue to receive this
654 credit while in this position.
655
- 656 3. Movement between athletic coaching assignments and non-athletic extra-duty
657 assignments, including but not limited to, club sponsorship, academic advising, and
658 activity coordination, shall not qualify for experience credit. Such assignments shall begin
659 at zero years of experience.
660
- 661 4. Credit for any prior experience shall be verified and approved by the District before
662 assignment.
663
- 664 J. Rate of pay per unit - Compensation for unit-based extra-duty assignments shall be
665 calculated by multiplying the assigned unit value by the applicable per-unit rate based on
666 years of experience. Compensation shall be as follows:
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Yrs of Experience	Pay per unit 2026-2030
0-2	\$8.50/unit
3-4	\$9.50/unit
5-10	\$10.50/unit
11+	\$11.50/unit

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K. Payment Schedule - Payment for extra-duty assignments extending throughout the school year shall be made in two installments: the first regular payday in December and the last regular payday in May.

Seasonal assignments shall be paid following completion of the season on the first regular payday in December, March and/or June, as applicable. Participation in post-season or playoff activities shall not delay payment.

L. Separate Payment - Extra-duty compensation for all extra duties, including but not limited to, club sponsorships, coaching assignments, mentoring, and similar responsibilities, shall be issued in a payment separate from the Bargaining Unit Member's regular salary. Such separate payment(s) shall be disbursed in accordance with the schedule established in this collective bargaining agreement.

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5.10 Injuries Resulting from an Attack Reimbursement

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Time lost by a Bargaining Unit Member as a result of physical injuries sustained from an attack by any student or outsider while performing duties within the scope of their employment shall be subject to the district's worker's compensation insurance. It is the intention of the district that the Bargaining Unit Member suffers no loss of pay or fringe benefits during such lost time. The district shall pay the difference between workers compensation and the Bargaining Unit Members take-home income. The additional payment provided by the district shall be limited to six (6) months.

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A. For purposes of this Section 5.10, the word "attack" shall mean that a student or outsider attempts to cause or intentionally, knowingly or recklessly cause bodily injury to the Bargaining Unit Member. The word "attack" shall not include: (a) injuries sustained while intervening in a fight; (b) as a result of the Bargaining Unit Member's contributory negligence or more egregious conduct; or (c) the result of negligence of the student or outsider.

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B. A Bargaining Unit Member injured by a student in a manner that does not constitute an "attack" as defined herein, and who meets the following terms and conditions shall be paid his or her wages and benefits as follows:

- 699 1. The injury is incurred in the course and scope of the Bargaining Unit Member's employment
700 with the school district.
- 701 2. The injury caused a disability as confirmed by a doctor on the school district's approved
702 panel of health care providers.
- 703 3. Unless prevented by the injury, the Bargaining Unit Member provided notice of the injury
704 in the following ways to its worker's compensation carrier or TPA (currently SDIC) and the
705 building principal before seeing the doctor on the school district's approved panel, provided
706 however, that if prevented by the injury, the Bargaining Unit Member provides this notice
707 as soon as reasonably practicable.
- 708 4. This benefit shall last no more than seven (7) calendar days.
- 709 5. The Bargaining Unit Member shall suffer no loss of sick leave during this period of time
710 (i.e. the seven (7) days per the prior subparagraph).
- 711 C. The school district shall add information in the workers' compensation packet that it provides
712 to the Bargaining Unit Members who give notice of a workers' compensation injury that advises
713 the Bargaining Unit Member of the effect that such things as contributions or withholdings that
714 are typically withheld from wages will not be withheld if there are insufficient wages to cover
715 the contributions.
- 716 Law enforcement, in conjunction with the district, shall determine whether an injury sustained by
717 the affected member resulted from an attack, and shall notify the member of that determination.
718 This determination shall be subject to the grievance procedure established in this Agreement.

719 **5.11 Large Group Instruction Stipend**

- 720 A. The following guideline is to be followed for Bargaining Unit Members in the area:
- 721 1. Large group classes per week (defined as 42 or more students) with 24 periods of
722 instruction (per six (6) day cycle)
- 723 2. No additional supervision or miscellaneous activity or responsibility (hall duty,
724 homeroom, study hall, etc.).
- 725 3. Additional \$750.00 stipend.

726 **5.12 Payroll Deductions**

- 727 A. In addition to those deductions required by law (income tax, social security, and retirement),
728 the district will, at the request of the Bargaining Unit Members, deduct for tax sheltered
729 annuities, professional association dues and PACE donations (CATA, PSEA, NEA), United
730 Way contributions, United States treasury bonds and Chester County School Employees
731 Credit Union Payments. Deductions may also be made by and on behalf of the district in those
732 instances where it is specifically permitted by this agreement.

- B. Requests for payroll deductions will be submitted by the Bargaining Unit Member to the district/s payroll department on a form to be provided by the district. Such deductions will commence in the Bargaining Unit Member's next paycheck after the written request form is received in the district's payroll department at least ten (10) days before the next regularly scheduled payday. If the written request is not received in the payroll department within that period of time, the deduction will commence on the second regularly scheduled payday after the request is received. The district reserves the right to determine the number, time, and minimum amount of such deductions, with the exception of professional dues.
- C. Professional dues deductions shall be taken out of every pay beginning with the fifth pay of the school year. However, in the event a Bargaining Unit Member wishes to have payroll deductions for professional dues after the fifth pay of the school year, the deductions shall be made in equal amounts from remaining pays starting with the fourteenth payday.
- D. As to any Bargaining Unit Member who delivers to the district a dues deduction authorization and who terminates their employment prior to the end of the school year, the district will deduct from that Bargaining Unit Member's final paycheck the balance of any professional dues owed for that school year. For purposes of implementing this provision, representatives of the district and CATA will meet within thirty (30) days after the commencement of the school year, and will jointly prepare a dues deduction schedule, separately for twenty-two (22) and twenty-six (26) week payroll schedules, setting for that amount of dues remaining unpaid after each pay period. This district will notify CATA within three (3) days of a Bargaining Unit Members resignation within the school year. Unless advised to the contrary by CATA or by the Bargaining Unit Member terminating his or her employment within ten (10) days prior to the issuance of the Bargaining Unit Member's last paycheck, the amount of the balance of the professional dues owed will be calculated from such dues deduction schedule.
- E. In October of each school year, CATA shall provide the payroll department with a list of Bargaining Unit Members who have chosen, by submitted cards, to have association dues paid by deduction from pay. No later than February 28th of each year, CATA shall submit any additions or deletions to the October list. Following the submission of the February updated list, no new names are to be referred to the payroll department.

5.13 Salary Provisions (Exhibit A)

- A. Wage Schedules - The wage schedules for each year of this agreement are attached hereto as exhibits as follows:
- 2026-2027 3.5%
 - 2027-2028 3.5%
 - 2028-2029 3.5%
 - 2029-2030 2.5%
- B. Rows - The rows on the wage schedules do not equate to years of service either for initial placement on the wage schedule or placement of employees on the wage schedule.

771 C. Placement of New Employees on Wage Schedule.

772 1. Row Placement - Any individual hired on or after the effective date of this agreement shall
773 be placed on a row in the applicable wage schedule as the district shall determine.

774 2. Column Placement - The parties agree that not all additional credits are worthy of
775 advancement on a particular column. The district has the right to determine whether the
776 credits qualify for column movement in this discretion. When a Bargaining Unit Member
777 seeks approval for tuition reimbursement, the district shall advise the Bargaining Unit
778 Member whether the credits will qualify for column movement. Any individual hired on or
779 after the effective date of this agreement shall be placed on a column as the district shall
780 determine. No new employee may be placed on the M+15 or M+45 columns.

781 3. For the purposes of initial salary placement, twenty (20) months, or more, of active duty in
782 the military, as verified by a discharge paper, will be considered equal to two (2) full years
783 of salary determinations.

784 D. Progression on Wage Schedules; Rows - Except as provided herein, Bargaining Unit Members
785 who had been hired prior to the effective date of this agreement shall advance one row each
786 progressive school year.

787 E. Eligibility for Annual Increase - A Bargaining Unit Member must have worked for at least ninety
788 (90) full days in any school year to advance a row on the salary schedule. Any Bargaining
789 Unit Member who has not worked for at least ninety (90) days in any school year shall not
790 advance on the salary schedule.

791 F. Column Movement - Bargaining Unit Members shall advance to a different salary column in
792 accordance with the following terms, conditions, and limitations:

793
794 1. To qualify for column movement the following criteria must be met:
795 a. credits must be graduate-level credits earned at an accredited college or
796 university after the bachelor's degree was awarded.
797 b. receive a grade of A,B,C or a passing grade in the case of pass/fail courses.
798 c. notify Human Resources by May 1 using the appropriate district form.
799

800 2. No Bargaining Unit Member who is not currently on the M+15 or M+45 column may
801 advance to those columns. Bargaining Unit Members employed prior to the effective
802 date of this Agreement may use graduate credits earned prior to obtaining a
803 bachelor's or master's degree until the expiration of this Agreement. Section
804 5.14(F)(3) shall sunset at noon on June 30, 2026.

805 3. Salary adjustments for such anticipated changes shall be made the first pay in
806 October, retroactive to the first pay of the school year, and the first pay in April, which
807 is not retroactive.

- 808 4. Each Bargaining Unit Member's salary column shall be determined by degree status
809 and college semester hours earned prior to column movement. It is the responsibility
810 of the Bargaining Unit Member to provide official documentation of completion of
811 credits or degree earned to Human Resources no less than 10 days prior to
812 aforementioned paydays.
- 813 5. Prior approval from the Superintendent and or designee must be obtained for
814 undergraduate courses or in-service programs in order for such coursework to qualify
815 for advancement to a higher salary classification.
816
- 817 6. No Bargaining Unit Members may move more than one column per school year.
- 818 G. Master's Degree in Field - Those Bargaining Unit Members who are currently receiving a
819 Master's in Field stipend shall continue to receive said stipend in the amount of six hundred
820 dollars (\$600.00) per year. Bargaining Unit Members who are not currently receiving the
821 Master's in Field stipend shall not be eligible for, or receive, such stipend.
- 822 H. Part-Time Bargaining Unit Members - Part time Bargaining Unit Members will receive wages,
823 increases, and credit advancement on a prorated basis.
- 824 I. Certification - A Bargaining Unit Member who fails to keep their teaching certificate valid will
825 be dismissed.
- 826 J. Tentative Assignment Statements - Bargaining Unit Members will receive a statement of their
827 tentative assignment for the following school year via email on the last teacher day.
- 828 K. Work Year - The annual salary rates are based upon one hundred and ninety (190) day work
829 year.
- 830 L. Number of Paychecks (22 or 26) Bargaining Unit Members shall have the option to receive
831 their paychecks on twenty-six (26) pay periods or twenty-two (22) pay periods per school
832 year. Notification of the option elected by the Bargaining Unit Member shall be made no later
833 than July 1 of each school year on forms provided by the district prior to the last day of the
834 school year Bargaining Unit Members hired after July 1 shall have the option when hired.
835 Bargaining Unit Members who elect to receive compensation over twenty-six (26) pay periods
836 shall receive any remaining balance of compensation owed on the last teacher workday of
837 the school year, provided such day falls on a regular pay date. If the last teacher workday
838 does not fall on a regular pay date, the remaining balance shall be paid on the next regularly
839 scheduled pay date.
- 840 M. Special Education, Reading Specialist, School Psychologist Stipends - Bargaining Unit
841 Members who are teaching special education and who hold a special education certificate
842 shall receive an additional stipend of six-hundred eighty dollars (\$680.00) each year during
843 the term of this agreement. Bargaining Unit Members who are employed expressly as reading
844 specialists and who hold a reading specialist certification shall receive the following additional
845 stipend each year during the term of this agreement: five-hundred thirty (\$530.00) for reading

846 specialists who work .5 full time equivalent (FTE) or more as a reading specialist; two-hundred
847 sixty five (\$265.00) for reading specialists who work less than .5 FTE as a reading specialist.
848 School Psychologists shall receive a stipend of six-hundred eighty dollars (\$680.00).

849 **5.14 Deductions for Absences**

850 Deductions for absences beyond accumulated leave will be made by the district from the
851 Bargaining Unit Members paycheck.

852 **5.15 New Employee Academy**

853 A. Compensation (includes attendance at mentor workshop, new Bargaining Unit Member
854 orientation day, and professional growth seminars)

855 B. Mentors

856 1. \$1,000 (each additional inductee \$500)

857 2. One-half (1/2) pay will be provided if only one (1) semester is served as a mentor.

858 C. District Induction Team Members

859 1. Curricular rate for all hours required after regular school hours.

860 D. Inductees

861 1. Per diem rate of pay for participation in new Bargaining Unit Member orientation day.

862 2. Inductees will be paid at the curricular rate for one mentor meeting, per month. The
863 inductee will complete a timesheet

864 **5.16 Substitute Employees**

865 A. Should the district elect to terminate contracted services for substitute employees, the
866 following provisions will prevail:

867 B. The minimum per diem rate for substitute professional employees will be set by the district.
868 During the term of this agreement the district, after the association has been notified, may
869 raise the minimum per diem substitute rate. Following twenty (20) days of day to day and/or
870 continuous substitute employment in the district, a substitute employee shall be paid at a rate
871 of one hundred ten percent (110%) of the current minimum substitute rate. This rate shall be
872 effective upon the twenty-first (21st) day of employment and is not retroactive to the first day
873 of employment as a substitute employment.

874 C. A substitute employee who is retained at the commencement of their assignment for a period
875 in excess of ninety (90) teaching days or who substitutes for ninety (90) or more days in the

876 same position will be paid at the per diem rate of the appropriate salary schedule and will
877 receive all fringe benefits provided by this agreement.

878 **5.17 Retirement Notice**

879 If a Bargaining Unit Member chooses to retire at the end of a school year or at the end of the first
880 semester of the following school year and gives notice of their retirement by March 1st, he/she will
881 receive a bonus of one thousand dollars and no cents (\$1,000.00) on the last paycheck for the
882 Bargaining Unit Member.

883 **5.18 Compensation for Involuntary Location Transfer**

884 A. Bargaining Unit Members who are involuntarily transferred to another classroom within their
885 current building will be paid 2.5 hours at the curricular rate.

886 B. Bargaining Unit Members who are involuntarily transferred to another building will be paid 5
887 hours at the curricular rate.

888 **ARTICLE VI: FRINGE BENEFITS**

889 **6.1 Health Benefits**

890 A. The district shall offer to each otherwise qualified Bargaining Unit Member the following health
891 benefits: medical, prescription drugs (through a prescription card service program), dental and
892 vision. These health benefits are provided under and subject to the terms and conditions of
893 the district's health benefits plan. The terms and conditions of the plan control: provided,
894 however, that the plan shall not be interpreted to contradict the express terms of this
895 agreement and all medical, prescription, dental and vision benefits provided by the plan
896 immediately prior to the execution of this agreement, unless otherwise modified by this
897 agreement shall continue to be provided by the plan during the term of this agreement. The
898 district may elect to purchase insurance or self-insure for these health benefits.

899 B. Health Care Plan - The Bargaining Member will have the choice of two health care plans. They
900 shall be Personal Choice QHDHP H1-HC1 including integrated drug plan and Personal Choice
901 C3-F2-02 including an integrated drug plan. A chart of the plan of benefits is attached hereto
902 as Exhibit B.

903 C. Health Savings Account or Health Reimbursement Account

904 1. Contributions to a health savings account - To offset the cost of the annual deductibles of
905 the high-deductible plan, the district agrees to open a Health Savings Account (HSA) or
906 Health Reimbursement Account (HRA) as applicable. The district also shall establish an
907 HSA account for any Bargaining Unit Member who becomes eligible due to transition from
908 FSA account, life-changing event, and /or during open enrollment.

909 2. Flexible Spending Accounts - The district shall establish a limited use (i.e. non-medical)
910 Flexible Spending Account (FSA) for those Bargaining Unit Members who desire to have
911 such an account.

912 3. Administration Expenses - The cost and expenses of administering the HSA, HRA and
913 FSA accounts shall be borne by the district.

914 **6.2 Enrollment**

915 To elect coverage for the health benefits identified above, the Bargaining Unit Member must
916 complete the appropriate paperwork during the open enrollment period, as determined by the
917 district.

918 **6.3 Sharing the Financial Cost of Health Benefits Coverage**

919 A. Each Bargaining Unit Member shall contribute to health care premiums at the percentage
920 rate set forth below of the applicable premiums for single coverage or higher tiers-i.e.
921 Bargaining Unit Member and spouse, Bargaining Unit Member and child, Bargaining Unit
922 Member and family. Said premium contribution by the Bargaining Unit Member shall be
923 through payroll deduction. The applicable percentages each year of this agreement shall
924 be as follows:

925	Personal Choice QHDHP H1-HC1	Personal Choice C3-F2-02
926	2026-2027 - 7.75%	2026-2027 – 14.5%
927	2027-2028 - 8.00%	2027-2028 – 14.5%
928	2028-2029 - 8.25%	2028-2029 – 14.5%
929	2029-2030 - 8.25%	2029-2030 – 14.5%

930 **6.4 Spousal Waiver**

931 A. Effective immediately, and notwithstanding anything herein to the contrary, if a Bargaining Unit
932 Member's spouse is employed by another employer and the spouse's employer provides
933 individual medical coverage, the spouse shall not be eligible to participate in the district's
934 medical plan(s). Any spouse currently covered by the district's medical benefits plan must
935 provide written verification indicating that he/she is not eligible to receive or elect benefits from
936 his/her employer. If a spouse currently covered under the district's medical benefits plan can
937 elect coverage from his/her employer, the spouse shall be removed from the district medical
938 benefits plan and emailed in his/her employer's plan at the first available opportunity.
939 Verification of the next open enrollment period, qualifying life event, or first available
940 opportunity, to enroll from the spouse's employer, shall require written verification. A
941 Bargaining Unit Member may elect coverage for dependents upon providing appropriate
942 verification of dependents.

943 B. The foregoing paragraph A (relating to spousal waiver) shall not apply if the deductible and
944 premium share requirements for the spouse under the spouse's employer's medical plan is
945 higher than \$1,500.00 (individually or together) per year for the spouse.

946 **6.5 Conditions Regarding Opting Out of the Health Benefits**

947 A. A Bargaining Unit Member may opt out of all health insurance coverage as a package only,
948 including medical, prescription, dental and vision benefits. The district will provide no
949 reimbursement to those Bargaining Unit Members who act to opt out.

- B. The district may put reasonable conditions on the opting out of the health benefits described above. The Bargaining Unit Member must sign a waiver of the benefits and a release of claims against the district. The decision to opt out is binding until the next enrollment period unless the Bargaining Unit Member has been receiving coverage under another person's benefits and loses that coverage as a consequence of a life changing event to the person under whom the Bargaining Unit Member was receiving coverage, such as the death of an employed spouse, a divorce or the spouse's loss of benefits. The member may then request that coverage be reinstated. The Bargaining Unit Member will indicate his or her intent to opt out during the open enrollment period on forms provided by the district. Employees hired after the start of the fiscal year will have the option of opting out upon initial employment in the district.

6.6 Prescription Benefits

- A. Prescription program as determined by the plan.
- B. Personal Choice HD1-HC1 Plan - Once the deductible is reached, co-pays when prescriptions are dispensed shall continue in the following amounts:
1. Brand name -\$20.00 co-pay for 30-day supply
 2. Non-formulary- \$45.00 co-pay for 30-day supply
 3. Generic- \$5.00 co-pay for 30- day supply
 4. Mail Order- \$40.00 for each brand name for 90- day supply; \$10.00 for each generic 90-day supply; \$90.00 for each non-formulary for 90-day supply.
 5. In addition to the above co-pays, if an employee purchases a brand name when a generic is available, the employee will pay the difference between the cost of the generic and the cost of the brand name, unless the physician writes on the prescription that the brand name is "medically necessary" or "no generic substitute".
- C. Personal Choice PC C3-F3-02 Plan:
1. Brand name -\$20.00 co-pay for 30-day supply
 2. Non-formulary- \$50.00 co-pay for 30-day supply
 3. Generic- \$5.00 co-pay for 30- day supply
 4. Mail Order- \$40.00 for each brand name for 90- day supply; \$10.00 for each generic 90-day supply; \$100.00 for each non-formulary for 90-day supply
 5. In addition to the above co-pays, if an employee purchases a brand name when a generic is available, the employee will pay the difference between the cost of the generic and the cost of the brand name, unless the physician writes on the prescription that the brand name is "medically necessary" or "no generic substitute".

6.7 Dental Benefits

- Dental care program as determined by the plan. Each person or family member covered under the plan receives a calendar year maximum benefit of \$2,000.00.

986 **6.8 Vision Benefits**

987 Vision benefits shall be provided in accordance with the terms and conditions of the vision
988 insurance plan established by the District.

989 **6.9 Health Benefit Committee**

990 The district and CATA agree to the formation (no more than 6 persons) with equal membership
991 from the district and CATA which will meet periodically as determined by the committee to discuss
992 issues arising from the administration of the health benefits plan. If the committee cannot agree
993 to a resolution of an issue, each party is free to exercise the right it otherwise has under the law.
994 Matters and issues discussed before this committee are not considered grievances under the
995 collective bargaining agreement.

996 **6.10 Network of Doctors**

997 The district and CATA agree that during the term of this agreement and while the district is self-
998 insured or obtains insurance for providing the medical benefits, the network of doctors used by
999 the plan shall be Independence Administrators, or the equivalent.

1000 **6.11 Retirees and Health Benefits (Medical, Prescription Drugs)**

1001 A. During the term of this agreement, the district will offer to otherwise eligible Retired Bargaining
1002 Unit Members and their spouses the above-described medical and prescription drug benefits
1003 based on the eligibility standards described below. These medical and prescription drug
1004 benefits are provided under and subject to the terms and conditions of the district's health
1005 benefits plan.

1006 B. Retired Bargaining Unit Members, who are not Medicare eligible, may purchase medical
1007 and/or prescription drug coverage at the Bargaining Unit Member's expense.

1008 C. A Retired Bargaining Unit Member's spouse is also eligible to receive medical and/or
1009 prescription drug coverage at their expense only while the Retired Bargaining Unit Member is
1010 receiving medical and/or prescription drug coverage under the plan and the spouse is not
1011 Medicare eligible.

1012 D. Retirees will be eligible to receive Telemedicine services, including but not limited to Revive
1013 MD.

1014 **6.12 Income Protection - Long-Term Disability Benefits**

1015 A. Sickness benefits - two (2) years

1016 B. Accident benefits - to Medicare eligibility

1017 C. The Bargaining Unit Members will receive sixty-six and two-thirds (66 2/3) percent of the first
1018 \$4,000.00 monthly salary with the base salary prorated over twelve (12) months.

1019 D. Benefits begin on the sixty-first (61st) calendar day following the disability.

- 1020 E. Accumulated sick leave must be used to reduce or eliminate this sixty (60) day period. The
1021 district will pay a per diem rate of seventy-five dollars (\$75.00) for the (60) day period.
- 1022 F. A statement from a physician approved by both CATA and the district, attesting to long-term
1023 disability is required to qualify for this.
- 1024 G. Sick Leave Utilization - The following benefit plan is available to insured Bargaining Unit
1025 Members as an alternative to receiving the standard total disability benefit under the policy.
1026 The insured Bargaining Unit Member may elect to receive either:
- 1027 1. Full total disability benefits under the policy;
1028 OR
1029 2. Sick leave from the participating employer.
- 1030 3. If option 2 is elected, then each full day of remaining sick leave must be taken for each
1031 working day of total disability. Payment at the rate of minimum benefit for total disability
1032 shall also be made while sick leave is payable, and the minimum benefit shall not be
1033 more than the maximum monthly benefit for total disability.
- 1034 H. Salary after the two (2) year period for sickness will be at the discretion of the district.
- 1035 I. Eligibility for these benefits is dependent upon a written and signed statement by the family
1036 physician with an insurance company physician having the right of examination.
- 1037 J. After six (6) months of disability, planned benefits are coordinated only with social security
1038 and disability benefits payable from any employer-sponsored retirement plan to provide up to
1039 sixty-six and two-thirds (66 2/3) percent of salary, not to exceed the stated monthly benefit.
- 1040 K. There shall be no "double-dipping."

1041 **6.13 Term Life Insurance**

1042 The district will pay one hundred percent (100%) of the premium of term life insurance, including
1043 accidental death and dismemberment, equal to the base salary (rounded, up or down to the
1044 nearest \$1,000) for the full-time non-administrative Bargaining Unit Member.

1045 **6.14 Continuation of Health, Disability and Life Insurance Benefits during** 1046 **Unpaid Leave of Absence**

1047 Continuation of Insurance Coverage - All Bargaining Unit Members, while on an unpaid leave of
1048 absence, authorized by the agreement, may at their option and at their expense, continue their
1049 health and disability and life insurance benefits.

1050 **6.15 Mileage Reimbursement**

1051 In any instance where mileage is paid for use of one's personal vehicle for authorized school
1052 business, it will be paid at the rate of the current Internal Revenue Service Business Mileage
1053 Reimbursement Allowance.

1054

1055 **6.16 Severance Pay**

- 1056 A. A Retiring Bargaining Unit Member is defined as one who is entitled to receive and obtain a
1057 withdrawal allowance or a super-annuitant retirement, early retirement or disability retirement,
1058 from Public School Employees' Retirement System (PSERS).
- 1059 B. Bargaining Unit Members with interrupted service in the district will be credited with total years
1060 of service, provided the ten years prior to severance are consecutive years of service in the
1061 district.
- 1062 C. The following schedule will apply (years of service means in the district):
- 1063 1. Ten (10) years of service and less than fifteen (15) years. Three percent (3%) of their
1064 average annual salary for the highest three (3) years of service to a maximum of \$830.00.
- 1065 2. Fifteen (15) years of service and less than twenty (20) years. Four percent (4%) of their
1066 average annual salary for the highest three (3) years of service to a maximum of \$990.00.
- 1067 3. Twenty (20) years of service and less than twenty-five (25) years. Five percent (5%) of
1068 their average annual salary for the highest three (3) years of service to a maximum of
1069 \$1,145.
- 1070 4. Twenty-five (25) or more years of service. Six percent (6%) of their average annual salary
1071 for the highest three (3) years of service to a maximum of \$1,300.
- 1072 D. In addition to the above schedule, a Retiring Bargaining Unit member with fifteen (15) or more
1073 years of service within the district will receive one hundred and twenty-five dollars and no cents
1074 (\$125.00) per day for all unused sick days.
- 1075 E. Bargaining Unit Members will not be eligible to receive severance pay a second time unless
1076 he/she returns for ten (10) or more additional continuous years. Bargaining Unit Members'
1077 severance pay would be based on their years of continuous service since he/she returned
1078 from their retirement under PSERS.
- 1079 F. The Bargaining Unit Member will have the option to have severance pay divided into an
1080 appropriate number of checks so that no single check exceeds any Bargaining Unit Member's
1081 regular check. A Bargaining Unit Member may also choose to receive their severance pay
1082 over a three-year period.
- 1083 G. If the Bargaining Unit Member dies before retirement, the applicable severance will be paid to
1084 the beneficiary of record per retirement declaration.

1085 **6.17 Part-Time Bargaining Unit Members' Benefits**

- 1086 A. The following benefits are available to all eligible full-time and part-time members of the
1087 bargaining unit.
- 1088 B. Part-time Bargaining Unit Members' Benefits. The following part-time Bargaining Unit
1089 Members will receive all fringe benefits provided by this agreement:

1090 1. A secondary school Bargaining Unit Member who works in excess of thirty (30) consecutive
1091 teaching days and whose assignment involved at least seventeen (17) of thirty-five (35)
1092 period per week.

1093 2. An elementary school Bargaining Unit Member who works in excess of thirty (30)
1094 consecutive teaching days and whose assignment involves at least fourteen (14) hours
1095 and forty-five (45) minutes per week.

1096 **6.18 Tax Sheltered Annuity Plan**

1097 A. An opportunity to save income tax and add to future financial security is made possible by a
1098 tax-sheltered annuity plan. A provision in the Internal Revenue Code enables Bargaining Unit
1099 Members to have the district set aside part of their Bargaining Unit Member's salary before
1100 taxes to buy this annuity.

1101 B. If Bargaining Unit Members desire to enroll in a plan, arrangement should be made prior to
1102 September 1. In order to have payroll deductions for a new tax-sheltered annuity there must
1103 be a minimum of fifteen (15) Bargaining Unit Members participating in the same tax shelter.

1104 C. Insurance carriers from which the Bargaining Unit Members may purchase tax-sheltered
1105 annuities shall be limited to the companies officially listed and licensed by the Pennsylvania
1106 Insurance Department of the Commonwealth of Pennsylvania.

1107 D. The district shall send all monies deducted from Bargaining Unit Members' pay to the account
1108 of the proper provider within two (2) weeks from the date said deduction is made.

1109 **6.19 Health Insurance Task Force**

1110 The agreement shall provide for a joint district/CATA task force the purpose of which shall be to
1111 explore health insurance benefit alternatives. In the event that the task force determines that a
1112 change may be made to contractually mandated health insurance benefits, the parties may
1113 execute a Memorandum of Understanding allowing the contract to be opened for the purpose of
1114 adding mutually agreed upon language for benefits.

1115 **6.20 Resignation**

1116 A. In the event a Bargaining Unit Member does not provide notice as required by the 60-day
1117 notice requirement in the applicable professional employee or temporary professional
1118 employee contract, the following provisions shall apply:

1119 1. Health care shall terminate 11:59 PM on the last day that the Bargaining Unit Member
1120 appeared for work at the district.

1121 2. The Bargaining Unit Member shall reimburse the district for health care premiums paid
1122 by the district after 11:59.P.M on the last day that Bargaining Unit Members appeared
1123 for work.

1124 B. In the event the district does not terminate health care when it receives notice, the district shall
1125 not seek to recover premiums that were erroneously paid through the district's mistake.

1126

6.21 Staff Child Enrollment Exception

A Bargaining Unit Member who resides in the district may select a school within the district for their child to attend, provided that:

- The school is in close proximity to their home or place of employment or
- The Bargaining Unit Member is employed at that school; and
- The Bargaining Unit Member is responsible for the child's transportation.

Other exceptions must be approved by the Superintendent and/or designee. Students currently participating in the staff child enrollment exception shall be permitted to remain in their current school, and no transfer shall be required or affected. If enrollment at the selected school is at a maximum, the exception will be denied.

ARTICLE VII: DAYS OR LEAVES OF ABSENCE

7.1 Advanced Professional Study (Section 522.1 of the School Code)

Any Bargaining Unit Member with satisfactory service in the district may be released for advanced professional study. He/she shall return to the area at the beginning of the school year following their completion of study. Individual salary will not be assumed by the district while they are on leave of absence. The Bargaining Unit Member shall have the right to make contributions as a member of the Public School Employees' Retirement System (PSERS) and continue his or her membership therein, provided that the Bargaining Unit Member does not return for a period of at least one year the contributions made on behalf of the Bargaining Unit Member during the period of leave shall be refunded.

7.2 Parental Leave

A. Bargaining Unit Members shall be entitled to an unpaid parental leave under the following terms, conditions and limitations:

1. Eligibility - In Order to be eligible for this leave, the Bargaining Unit Member must meet the following conditions:
 - a) The Bargaining Unit Member must have been employed by the district for at least one (1) calendar year.
 - b) The leave is because of the birth of a son or daughter of the Bargaining Unit Member or because of the placement of a son or daughter with the employee for adoption or foster care.
 - c) The birth or placement of a son or daughter has occurred within one (1) year of the start of the leave
 - d) The Bargaining Unit Member has requested such leave in accordance with the terms and conditions hereof; and

- 1161 e) The Bargaining Unit Member has agreed to return to his or her employment with the
1162 district for a period of not less than one school term following the parental leave of
1163 absence. If the Bargaining Unit Member fails to return to employment (unless
1164 prevented by illness or physical disability), the Bargaining Unit Member shall forfeit all
1165 benefits to which the Bargaining Unit Member would have been entitled under the
1166 provision of this agreement.
- 1167 2. Notice - Except as stated herein, the Bargaining Unit Member must provide at least sixty
1168 (60) days advance notice to the district utilizing the leave request developed by the district.
1169 In case of an emergency, the district can waive the notice requirement.
- 1170 3. Length of Leave - The Bargaining Unit Member may determine the length of Parental Leave
1171 as long as the length meets the following terms and conditions:
- 1172 a) Subject to the exceptions set forth in Section 7.2 A, B) parental leave shall be for a
1173 period equivalent to a half or full school term or equivalent to two consecutive half
1174 school terms during a period of two school years as elected by the Bargaining Unit
1175 Member, provided, however, that the parental leave must end at the end of a scheduled
1176 marking period or academic term that is no longer than 12 months from the date that
1177 the parent leave began.
- 1178 b) Exception- Nothing in these exceptions shall be construed to change any of that notice
1179 requirement continue in this Section 7.2 (A, 2). However, the following exceptions apply
1180 to Section 7.2 (A, 3):
- 1181 i. *Parental Leave Following Other Leave* - A parental leave may begin immediately
1182 after the end of any other leave that the Bargaining Unit Member may have been
1183 taking under applicable law, including FMLA or sick leave.
- 1184 ii. *End of Leave at the End of Marking Period* - parental leave must end at the end
1185 of a marking period or academic term.
- 1186 iii. *Leave scheduled to begin less than 5 weeks after the start of the academic term-*
1187 If a parental leave is requested to begin less than five (5) weeks after the start
1188 of an academic term or making period, the district shall have the right to require
1189 the parental leave to begin at the start of the academic year or making period. If
1190 a Bargaining Unit Member is already on leave when the parental leave is to
1191 begin, he or she does not need to return to work under this provision.
- 1192 iv. *Miscarriage or stillbirth-* If a pregnancy should terminate in miscarriage or
1193 stillbirth, the Bargaining Unit Member may accelerate the end date of the
1194 parental leave by giving twenty (20) days or more notice. If the new end date
1195 would be within five (5) weeks of the end of a marking period or academic term,
1196 the end date of the parental leave shall be the end of the marking period or
1197 academic term.
- 1198 4. Irrevocability: Exceptions - The requested leave shall be irrevocable by the Bargaining Unit
1199 Member unless (a) the Bargaining Unit Member and the district agree to revoke the leave,
1200 (b)a pregnancy has ended in miscarriage or stillbirth, or (c) an expected placement through
1201 adoption or foster care has not taken place. If the parental leave has already begun before

- 1202 any of these conditions for revocation have occurred, the Bargaining Unit Member must
1203 return to work at the start of the marking period.
- 1204 5. Rights Retained - A Bargaining Unit Member who is on an approved parental leave under
1205 this Section 7.2, shall retain the following rights:
- 1206 a) Accrual of seniority under section 1125.1 of the School Code 24 P.S.
- 1207 b) Maintenance of benefits that had been accrued as of the start of parental leave
- 1208 c) The right to continue health care benefits at the cost and expense of the Bargaining
1209 Unit Member who had made full premium payment on a timely basis to the district
- 1210 d) the right to return to work and
- 1211 e) the right to file a grievance
- 1212 6. Limitations - The district may limit the number of parental leaves to no more than fifteen
1213 (15) Bargaining Unit Members. In the event that more than fifteen (15) Bargaining Unit
1214 Members desire this leave at the same time, the leave shall be approved on a first-come,
1215 first-served basis.
- 1216 7. Wages and Benefits
- 1217 a) No wages or benefits shall be provided to any Bargaining Unit Member during the
1218 period of parental leave of absence.
- 1219 b) As long as the Bargaining Unit Members have been on paid status for ninety (90) or
1220 more days during the school year when a parental leave of absence begins, the
1221 Bargaining Unit Member will have applicable increment rights, if any, when returning to
1222 work the subsequent school year. If the Bargaining Unit Member has been on paid
1223 status for less than ninety (90) days during the school year when a parental leave of
1224 absence begins, the Bargaining Unit Members will return to work at the same salary for
1225 the following school year.
- 1226 8. Definitions - The following terms in this Section 7.2 shall have the following definitions:
- 1227 a) Academic Term means the period of time as defined by the district. The parties
1228 understand that the district may have either two or three academic terms in a school
1229 term. The parties also recognize that some schools may have two academic terms in
1230 a school term while other schools have three academic terms. The phrase academic
1231 term shall have the appropriate meaning to the school to which the Bargaining Unit
1232 Member is assigned at the time that the Bargaining Unit Member provides notice under
1233 this Section 7.2.
- 1234 b) School term means the period of time elapsing between the opening of school in August
1235 or September of one year, and the closing of the public school in June of the following
1236 year.

- 1237 c) Son or daughter means a biological, adopted or foster child, a stepchild, a legal ward
1238 or a child of a person standing in loco parentis, who is under 18 years of age or older
1239 and incapable of self-care because of mental or physical disability.
- 1240 d) Spouse means a husband or wife as the case may be.

1241 **7.3 Critical Illness**

- 1242 A. Five (5) days of absence, per school year, shall be permitted for a Bargaining Unit Member
1243 in the event of a critical illness, of an immediate family member. Critical illness is defined as,
1244 but not limited to, stroke, coronary bypass, heart attack, organ transplant, end-stage renal
1245 failure, certain cancers, or other similar life-threatening event or illness. This provision is not
1246 intended to apply to routine or pre-planned surgery or routine childbirth. The Human
1247 Resources Office reserves the right to require a statement from the attending physician to
1248 substantiate the critical illness or death.
- 1249 B. Immediate family means: husband, wife, children, grandchildren, father and mother, brothers
1250 and sisters, grandfather and grandmother, father-in-law and mother-in-law, son in law, and
1251 daughter in law, stepparent, where they may reside. It also includes other members of the
1252 family living in the Bargaining Unit Member's household.
- 1253 C. For the purposes of this Section 7.3, the terms "husband and wife" applies to any Bargaining
1254 Unit Members, regardless of gender, who were lawfully married under applicable law. For
1255 purposes of clarity, in the event that the law is changed so that same-sex marriages are no
1256 longer recognized as valid under law, any Bargaining Unit Members who were lawfully married
1257 before said change, will be deemed to be considered a husband and wife after the change for
1258 purposes of this benefit. Further, such relationships such as in-laws that are otherwise
1259 dependent upon the marriage being lawful will continue to be deemed valid for any marriage
1260 that was lawful at the time of marriage.

1261 **7.4 Death in the Immediate Family**

1262 Five days of absence are allowed for the death of an immediate family member. The definitions
1263 contained in Sections 7.3 (Sections B and C) shall apply to Section 7.4. These days must be used
1264 within one calendar year from the date of death and do not need to be consecutive.

1265 **7.5 Death of a Near Relative**

- 1266 A. In the event of the death of a near relative there shall be no deduction in salary for absence
1267 on the day of the funeral.
- 1268 B. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law,
1269 sister-in-law, grandparent of spouse
- 1270 C. For the purposes of this Section 7.4 the terms husband and wife applies to any Bargaining
1271 Unit Members, regardless of gender, who were lawfully married under applicable law. For
1272 purposes of clarity, in the event that the law is changed so that same-sex marriages are no
1273 longer recognized as valid under law, any Bargaining Unit Members who were lawfully married
1274 before said change, will be deemed to be considered a husband and wife after the change for
1275 purposes of this benefit. Further, such relationships such as in-laws that are otherwise

1276 dependent upon the marriage being lawful will continue to be deemed valid for any marriage
1277 that was lawful at the time of marriage.

1278 **7.6 Death of a Current Student or Coworker**

- 1279 A. In the event of the death of a current student or employee of the District, employees may
1280 request permission to attend funeral, memorial, or celebration of life services during the
1281 workday.
1282
- 1283 B. Requests shall be subject to approval by the building principal or immediate supervisor, who
1284 will determine appropriate staffing and coverage to ensure normal school operations
1285 continue. The principal or supervisor may limit the number of employees attending, at one
1286 time, from a building, department, or grade level as necessary.
1287
- 1288 C. Approved absences under this provision shall be without loss of pay or deduction from leave
1289 balances.

1290 **7.7 Educational Conference (Professional Leave)**

1291 Absence with pay will be allowed for attendance at educational meetings, conferences,
1292 conventions or school business when approval has been secured from the building administrator
1293 and superintendent. A request for professional leave must be filed with the superintendent in
1294 writing at least thirty (30) days prior to the date on which the requested leave is to commence.

1295 **7.8 Exchange Teaching (Section 522 of the School Code)**

1296 Any Bargaining Unit Members after at least five (5) year of satisfactory service in the district may
1297 be released for exchange teaching. He/she shall return to the district at the beginning of the
1298 school year following their completion of study or service. The Bargaining Unit Member shall be
1299 given a position in the same school unless there is a reduction in assigned staff and the Bargaining
1300 Unit Members has the lowest building seniority. Individual salary will not be assumed by the
1301 district while he/she is on leave of absence. While on leave the Bargaining Unit Member shall be
1302 considered to be in regular full-time daily attendance in the position from which the leave was
1303 granted for the purposes of determining the Bargaining Unit Member's length of service, credit
1304 toward the time necessary for sabbatical leave, rights to advancement to a higher educational
1305 classification, and the right to make contribution as a member of the Public School Employees
1306 Retirement System (PSERS).

1307 **7.9 Military Leave**

1308 Military leave will be consistent with applicable law. While on leave, the professional employee
1309 shall be considered to be in regular full-time daily attendance in the position from which leave was
1310 granted. Therefore, he/she should be granted a full credit for the purpose of determining the length
1311 of teaching service, credit toward time necessary for sabbatical leave, rights to receive increments
1312 on the salary schedule and rights to make contributions as a member of the Public School
1313 Employees Retirement Fund.

1314 **7.10 Other Absences and Unpaid Leave**

- 1315 A. Absence for personal reasons (other than leave with pay described above or the two (2)

- 1316 personal/leave days described below, will not be permitted with pay.
- 1317 B. Any Bargaining Unit Member may be granted permission to be released from teaching duties
1318 on scheduled school days for reasons such as enrollment in summer school, completion of
1319 summer or post sessions, starting or completing a trip or tour, etc. under the following
1320 condition.
- 1321 1. The educational program will not be adversely affected.
- 1322 2. In the case of additional absences, the Bargaining Unit Member will sacrifice a prorated
1323 portion of their annual salary based on the number of scheduled teacher days in the school
1324 year. Continued unapproved absences may result in dismissal for neglect of duty. Under
1325 no circumstances may the Bargaining Unit Members pay substitutes personally.

1326 **7.11 Personal Absences**

- 1327 A. A Bargaining Unit Member shall be granted two (2) days of personal leave each year. If these
1328 are not used in any year, they may accumulate.
- 1329 B. A Bargaining Unit Member may not use more than six (6) accumulated personal day within
1330 any given school year.
- 1331 C. Principals must be notified ten calendar days in advance of the Bargaining Unit Member's
1332 intention to take personal leave, and it will be granted unless the supply of qualified substitutes
1333 is exhausted. In the case of an emergency, as determined by the principal, the ten days
1334 notification may be waived. When a request comes from a Bargaining Unit Member for
1335 personal leave during the early or latter weeks of the school term, principals must be
1336 completely satisfied that the Bargaining Unit Member has done the necessary planning and
1337 preparation to ensure that normal school routine will be carried out or the request will not be
1338 granted. Of course, this same thorough planning should precede all personal absences.
- 1339 D. The Principal must approve or deny the personal day within five calendar days of this personal
1340 day request. If this does not occur, the personal day cannot be denied.

1341 **7.12 Sabbatical Leave**

- 1342 Requests for sabbatical leave will be governed by the sabbatical leave provisions set forth in the
1343 school code.

1344 **7.13 Service in Court**

- 1345 A. When a Bargaining Unit Member is called for jury duty or is subpoenaed to attend as a witness
1346 before any court of law, he/she shall receive their regular salary to the extent that he/she had
1347 not been reimbursed for such attendance by any other source. This service will not be
1348 deducted from Bargaining Unit Member's sick leave, personal day leave or any other leave.
1349 A copy of the subpoena shall be sent to the Director of Human Resources.
- 1350 B. The Bargaining Unit Member will present proof to the Director of Human Resources that
1351 he/she did serve or report as a juror, or was subpoenaed, and reported as a witness in court
1352 and the amount of pay, if any, received therefrom. The above shall pertain only to personal
1353 and /or professional reasons, and not in relation to a second job.

1354 **7.14 Service in Peace Corps (Leave of Absence)**

1355 Bargaining Unit Members shall have at least five (5) years of satisfactory service in the district
1356 before he/she may be released for leave of absence in the Peace Corps. They may return to the
1357 area at the beginning of the school year following their release from such service. The Bargaining
1358 Unit Member shall be granted one (1) year for each two (2) years of service up to a maximum of
1359 three (3) increments for six years of service. Upon their return, priority will be given to their
1360 application if a vacancy exists in a position for which they are qualified and certified.

1361 **7.15 Sick Leave (Illness)**

1362 A. For personal illness or illness in the immediate family, each Bargaining Unit Member shall be
1363 granted ten (10) days per year. Any unused portion of the annual sick leave shall accumulate
1364 to the credit of the Bargaining Unit Member.

1365 B. Bargaining Unit Members who serve their employment with one school district and enter into
1366 employment with another school district shall be entitled to all accumulated leave earned as
1367 either a temporary professional employee or professional employee as defined in the school
1368 code not exceeding a maximum of twenty-five (25) working days acquired during the
1369 employment in the school districts of the Commonwealth.

1370 C. The district may deduct from the Bargaining Unit Member's paycheck an amount equal to the
1371 absences beyond accumulated sick leave.

1372 D. CATA and the district will form a committee with equal representation to develop and
1373 administer a sick leave bank to which Bargaining Unit Members may contribute days of sick
1374 leave. This sick leave bank and its committee shall be governed by Board Policy 334.1

1375 E. In order to avoid the abuse of such sick leave, the district may require that all Bargaining Unit
1376 Members who are out of work because of illness, for a period of no less than five school days,
1377 provide the district's personnel office with written certification from the physician upon return.
1378 This note must attest that the Bargaining Unit Member was unable to perform their job
1379 responsibilities during the period of absence.

1380 F. Bargaining Unit Members can take sick time for any FMLA qualifying event.

1381 **7.16 Days without Pay**

1382 The district shall, at a minimum, have the following menu items on the attendance or absence
1383 system regarding without pay day: without pay-personal, without pay-sick, without pay-FMLA.

1384 A. Without Pay-Personal - A Bargaining Unit Member shall use without pay personal when he or
1385 she has a need to take a day off for a reason that qualifies for a personal day under the CBA
1386 and has exhausted all paid leave for the school year. The Bargaining Unit Member may not
1387 take a without pay personal day if he/she has a paid personal day for which he/she qualifies
1388 or could qualify if the Bargaining Unit Member fulfilled the CBA requirements on a timely basis.

1389 B. Without Pay-Sick - A Bargaining Unit Member must exhaust all available sick leave prior to
1390 requesting a "without pay sick day". Approval by the Superintendent or designee is required,
1391 unless an emergency situation exists. Each approved "without pay sick day" shall result in a

1392 deduction of one (1) day's per diem compensation. If a pattern of absences exists and abuse
1393 is suspected, the Bargaining Unit Member's supervisor may require the submission of a
1394 physician's note.

1395 **7.17 Visitation to Other Schools**

1396 Bargaining Unit Members may request one (1) professional day leave related to professional
1397 development and/or curriculum implementation. Approval of the building administrator and the
1398 Assistant-Superintendent is required. A Bargaining Unit Member must submit the leave request
1399 two (2) weeks before the proposed day of visitation.

1400 **7.18 Return from Leave of Absence**

1401 A. A Bargaining Unit Member returning from any one-year leave of absence shall be given their
1402 same position in the same school when he/she returns. If this leave extends beyond one year,
1403 or if unusual circumstances prevail, as determined by the district upon recommendation of the
1404 district wide liaison committee, he/she shall be given a comparable position or one that is
1405 mutually agreed upon.

1406 B. All Bargaining Unit Members on a leave that requires medical clearance to return, will be
1407 permitted to resume work once their physician has provided proper medical release.

1408 **7.19 Family Medical Leave Act of 1993 (FMLA)**

1409 The district shall provide FMLA leave to all eligible employees in accordance with the applicable
1410 law. The FMLA leave shall be applied after the absence is defined under the provisions of FMLA.
1411 The 12-month period in which the 12 weeks of leave entitlement occurs shall be a rolling 12-month
1412 period measured backward from the date an employee uses any FMLA leave. Bargaining Unit
1413 Members may elect not to use accumulated sick leave time during FMLA. The Bargaining Unit
1414 Members may designate the number of sick leave days that will be applied during the FMLA.

1415 **7.20 Fractional Days**

1416 Bargaining Unit Members may use sick leave days and/or personal leave days only in increments
1417 of a quarter day, half day, three-quarters of a day or a full day.

1418 **7.21 Professional Courtesy Leave; Terms and Conditions**

1419 A. The district shall grant professional courtesy leave no more than four (4) times per school year
1420 to any individual Bargaining Unit Member subject to the following terms, conditions and
1421 limitations.

1422 1. *Maximum Length* - Professional courtesy leave shall be no more than 1 hour and 15
1423 minutes in length of time.

1424 2. *Permissible Reasons* - Professional courtesy leave may be used for the following purposes
1425 only: a medical emergency of the Bargaining Unit Member or a member of the Bargaining
1426 Unit Member's Immediate family, doctor's appointment and/or an emergency household
1427 issue. For purposes of this provision immediate family means husband, wife, children,
1428 grandchildren, father and mother, brothers and sisters, grandfather and grandmother,

- 1429 father-in-law, mother-in-law, son-in-law and daughter-in-law, stepparent wherever they
1430 may reside. It also means other members of the family living in the Bargaining Unit
1431 Member's household.
- 1432 3. *Prohibited Combinations* - Professional courtesy leave may not be taken in combination
1433 with or adjacent to any other leave, including unpaid leave, sick leave and/or personal
1434 leave.
- 1435 4. *Approval* - Professional courtesy leave must be approved by the building principal. The
1436 Bargaining Unit Member must provide such information as reasonably requested by the
1437 building principal to ensure that the Bargaining Unit Members meet the terms and
1438 conditions of 7.19. Such approval shall not be unreasonably withheld.
- 1439 5. If ten percent (10%) or more of Bargaining Unit Members are absent, professional courtesy
1440 time may be denied. This provision shall not apply in the event of an emergency situation.
- 1441 6. *Data Entry* - Professional Courtesy Leave must be entered in the substitute leave system
1442 as Professional Courtesy and the reason for the leave must be noted in the box for the
1443 administrator.

1444 **ARTICLE VIII: WORKING CONDITIONS**

1445 **8.1 Administering Medication**

1446 Bargaining Unit Members, except nurses, shall not be required to administer medication to pupils.

1447 **8.2 Coordinator (Working Conditions Specific)**

1448 A. Coordinators, Lead Teachers, Committee Members, and Department Heads shall be granted
1449 access to locking filing cabinets, as necessary for the performance of their assigned duties.

1450 B. Scheduling and extra duty

1451 1. The principal will relieve coordinators of supervisory responsibilities, such as study halls,
1452 homerooms, advisory periods, bus and cafeteria duty, etc. and to schedule their classes in
1453 block fashion at either the beginning or end of the day including released time allowed
1454 under present policy.

1455 2. If scheduling cannot be accomplished by the principal or by him/her in conjunction with
1456 Assistant Superintendent, then the Assistant Superintendent will modify the job
1457 expectations of the coordinator.

1458 C. Clerical Assistance - Secretarial support for coordinators will be provided through existing
1459 clerical personnel as arranged by the Assistant Superintendent.

1460 D. Compensation (See compensation-coordinators)

1461 **8.3 Courses of Study**

1462 A. All programs shall be completed before being implemented, unless otherwise mandated by
1463 applicable law.

- 1464 B. These programs shall include but are not limited to new programs, reviewed programs,
1465 commercially produced programs, in-house produced programs, initiatives, materials and
1466 resources.
- 1467 C. All such programs shall be evaluated periodically. Training (in-service) shall be completed for
1468 full program implementation in the first semester by May 30. Training (in-service) shall be
1469 completed for full program implementation in the second semester by November 20. All
1470 existing programs shall be evaluated prior to May 30 of each school year by a committee of
1471 Bargaining Unit Members selected by the staff and the administrators at each school. A written
1472 evaluation report shall be transmitted to the Superintendent with recommendations to the
1473 Board of School Directors.

1474 **8.4 Department Heads and Grade Level Chairs (Working Conditions)**

- 1475 A. Coordinators may be designated to represent special subjects and will serve as department
1476 heads except where the coordinator has K-12 responsibility and subjects meet regularly every
1477 day.
- 1478 B. Principals shall schedule, if possible, back-to-back released time periods for department
1479 heads.
- 1480 C. Principals shall schedule, if possible, a common team period for each department or grade
1481 level.
- 1482 D. Pay for department heads/grade level chairs (see compensation-department heads/ grade
1483 level chairs).
- 1484 E. The following positions shall receive compensation at the established Department Head rate
1485 as set forth in this Agreement:
1486
- 1487 1. K-12 Coordinators in the areas of Music, Physical Education, Art, STEM, and Library
1488 Services;
1489
 - 1490 2. Middle School Core Curricular Department Heads in the subject areas of English,
1491 Mathematics, Science, and Social Studies. These positions shall be divided equally
1492 between both middle schools: and
1493
 - 1494 3. High School (Grades 9-12) Core Curricular Department Heads.(English, Mathematics,
1495 Science, History and Special Education).

1496 **8.5 In-service meetings**

1497 In-service meetings are an integral part of the school calendar and attendance is required. All in-
1498 service days will be designed and planned by a representative committee of administrators,
1499 elementary and secondary Bargaining Unit Members. The schedule for in-service days shall be
1500 as follows:

- 1501 1. Bargaining Unit Members will have 1 hour for lunch on all full day in-service meetings.
- 1502 2. Travel time to move between buildings will be given.

1503 3. The hours of the day shall be 8:00-3:30.

1504 **8.6 Personnel Files**

1505 A. Bargaining Unit Members will have the right to, during regular office hours, to inspect their own
1506 personnel files and to make a copy and to answer anything therein. However, the Bargaining
1507 Unit Members shall not have the right to remove the file or any of its contents from the
1508 administration office.

1509 B. For purposes of this provision, the term personnel file shall include:

1510 1. application for employment,

1511 2. wage and salary information,

1512 3. notices of commendation, warning or discipline,

1513 4. authorization for deductions or withholding of pay,

1514 5. fringe benefit information,

1515 6. records regarding leave of absence,

1516 7. records regarding the employment history of the Bargaining Unit Member (including salary
1517 information, job title, dates of changes, retirement records, attendance records and
1518 employment evaluations.)

1519 C. No information shall be placed in this file without prior notification, by copy, to the Bargaining
1520 Unit Member. The above documents will be maintained in a location where they are available
1521 for inspection by the Bargaining Unit Member. Any derogatory material requested by CATA
1522 in writing concerning a Bargaining Unit Member must be presented to CATA during preliminary
1523 stages of the grievance procedure, if available at the time. There will be no requirements that
1524 say documents so present must be used by the district or CATA at any arbitration proceeding.

1525 D. Effective with this agreement, in the event that a grievance proceeds to arbitration, the
1526 employee's paper personnel file will contain all documentation related to the grievance in an
1527 envelope/folder with the arbitrator's decision affixed to the front, regardless of whether the
1528 decision is in favor of the Association or the District.

1529 **8.7 Planning Period Utilization**

1530 A. During planning periods Bargaining Unit Members will engage in activities that are teacher
1531 directed. Planning periods during the instructional day should not be used for meetings or
1532 other duties unless the Bargaining Unit Member agrees and is compensated per Article V
1533 Section 5.3, classroom coverage pay.

1534 **8.8 Pupil Behavior**

1535 A. The matter of student discipline will be governed by district policy, in a manner consistent with
1536 applicable law of the Commonwealth of Pennsylvania.

- 1537 B. Each Bargaining Unit Member will be provided by the end of the first work week a copy of the
1538 district policy and the student code of conduct.
- 1539 C. The policy will be implemented consistently and equitable. Any staff member who writes a
1540 discipline referral for a student shall receive a verbal or written response as to the disposition
1541 of the referral prior to that student's return to the setting.

1542 **8.9 Reduction in Staff (Bargaining Unit Member Protection)**

1543 When any reductions in staff are necessary, the district will attempt to first accomplish their
1544 reductions through attrition. In the event that suspensions under Section 1124 of the school code
1545 are implemented by the district, straight-line realignment shall be utilized and not checker
1546 boarding. This suspension and realignment will be accomplished through the use of the Seniority
1547 and Certification list provided by CATA and confirmed by the district.

1548 **8.10 Storage Area**

1549 The district shall provide each Bargaining Unit Member an individual designated storage place
1550 that may be locked at their home station in each building. Bargaining Unit Members assigned to
1551 a split assignment shall be provided with such as storage place at each location to which the
1552 Bargaining Unit Member is assigned. Bargaining Unit Members will be provided with access to
1553 common areas including but not limited to the following: faculty room, bathrooms, lunch/break
1554 area.

1555 **8.11 Teaching Assignments**

1556 Every effort shall be made to avoid assigning extra classes or large classes to inexperienced
1557 Bargaining Unit Members.

1558 **8.12 Posting of a Vacancy**

- 1559 A. Vacancies for all professional positions will be posted on the district's website for a period of
1560 ten (10) teacher days, excluding holidays, prior to filling them. The aforementioned time period
1561 will not apply to vacancies which occur during the summer vacation period. Vacancies
1562 occurring during that period shall be posted for a period of ten (10) business days prior to filling
1563 the vacancy.
- 1564 B. If a coach or club advisor vacates a position between September 1 and the end of the spring
1565 athletic season, the vacancy will be posted on the district's website for five (5) calendar days,
1566 including holidays, prior to being filled.
- 1567 C. The applicants shall be notified in writing of the district's decision within fifteen (15) teacher
1568 days after the filling of the vacancy. All application (letters of intent) will be answered in writing
1569 stating reasons for the decision within ten (10) teacher days after the filling of the vacancy.
1570 Copies will be sent to the Bargaining Unit Member involved.

1571 **8.13 Transfer of Bargaining Unit Members**

- 1572 A. Bargaining Unit Members who are certified in an area of specialization different from the one
1573 in which they are presently teaching or who are working toward an area of specialization that

1574 would qualify them for a position other than the one they hold, or who would want to teach in
1575 another building within the district, should file a letter of request with the Superintendent, the
1576 Assistant Superintendent and with the building principals involved.

1577 B. Letters of intent to transfer will remain valid for a period of one (1) calendar year from the date
1578 of submission.

1579 C. As vacancies occur, Bargaining Unit Members who have filed a letter of request will be
1580 considered on the basis of professional qualifications (professional certification, specialization
1581 and experience) for the particular assignment and the district seniority)

1582 D. The parties recognize that professional Bargaining Unit Members possessing the same
1583 certification and specialization may possess different qualifications for a particular position as
1584 a result of difference in teaching experience, subject taught, competence and educational
1585 experience. The district may also consider the effect on the teaching situation of the
1586 Bargaining Unit Member requesting the transfer including the possible disruption of that
1587 Bargaining Unit Members classroom and the educational welfare of the students.

1588 E. Approved transfers will only take effect at the time designated by administration.

1589 F. When requested by the Bargaining Unit Member, a meeting with the Director of Human
1590 Resources and any other administrative personnel deemed necessary by the Bargaining Unit
1591 Member shall be held to clarify the reasons for the transfer prior to filling the position. All
1592 applications for transfer must be answered in writing within ten (10) working days of the date
1593 of the decision stating reasons for the decision and copies sent to the parties mentioned in
1594 paragraph one (1) and to the regularly employed non-administrative professional Bargaining
1595 Unit Member involved.

1596 G. Involuntary transfers due to reduction in force will be based on certification and seniority. Any
1597 Bargaining Unit Members who is involuntarily transferred by the district will be given an
1598 opportunity if he/she so requests it within seven (7) days of being notified of the involuntary
1599 transfer to meet with the district or a designated committee of the district for the purpose of
1600 discussing any hardship imposed on the Bargaining Unit Member as a result of the involuntary
1601 transfer and the effect of the transfer on the educational program. The district retains the right
1602 to transfer Bargaining Unit Members involuntarily; however, any such involuntary transfers are
1603 not subject to the grievance procedures of their contract. The district agrees that any changes
1604 in its involuntary transfer policy will be discussed with CATA in a liaison roundtable meeting
1605 involving the district. Any Bargaining Unit Member who is involuntarily transferred due to
1606 reduction in force shall be given the first right to transfer back to the school from which he/she
1607 was transferred in the event a vacancy occurs.

1608 **8.14 Work Year (School Calendar)**

1609 A. The work year for Bargaining Unit Members shall be 190 days per year. One and one-half
1610 (1.5) days shall be guaranteed as classroom preparation days to be scheduled within the first
1611 teacher week of each school year. A period of time at the end of each marking period, to be
1612 mutually agreed upon by the district and CATA shall be set aside for Bargaining Unit work
1613 (lessons and room preparation, student assessment, student record keeping. The work year
1614 shall include dates when pupils are in attendance, in-service days, Act 80 days, orientation
1615 days and any such days which must be rescheduled. -The intent of this provision is to define

1616 these days on which Bargaining Unit Members may be required to attend up to two (2)
1617 additional days during the work year for orientation. Bargaining Unit Members who are so
1618 required to attend orientation days shall be paid for such days at their regular salary.
1619 Employees who voluntarily attend orientation days will not be paid by the district.

1620 B. Any changes to the school calendar will be discussed with CATA during liaison, complying
1621 with the Meet and Discuss Provision of Act 195.

1622 C. Bargaining Unit Members will be given five school days to complete and enter grades, for the
1623 marking period or trimester. This time shall commence the day after the marking period ends.
1624 All final grades must be entered by the close of the last teacher day.

1625 **8.15 Definition of Bargaining Unit Member Workday**

1626 A. All Bargaining Unit Members. The following terms and conditions apply to all Bargaining Unit
1627 Members, except as stated otherwise in this Agreement

1628 1. The length of the workday for full time Bargaining Unit Members is seven and one-half (7½)
1629 hours including a thirty (30) minute duty free lunch, planning time and instructional time.
1630 The length of planning and instructional time may be affected by early dismissals, late
1631 openings or emergency conditions. Planning time is not guaranteed if an early dismissal
1632 occurs for an emergency situation.

1633 2. Hours of the workday include, but are not limited to, instruction, supervision, preparation
1634 time, and school related activities as determined by the principal. In the event of a
1635 shortened day due to emergencies (See Article II, Section 2.4) , Bargaining Unit Members
1636 will not be guaranteed a planning period. Any issue arising from successive emergencies
1637 shall be discussed with CATA during liaison roundtable complying with the Meet and
1638 Discuss Provisions of Act 195.

1639 3. Operational Terms and Conditions Definitions. The following operational terms and
1640 conditions apply to the established workday.

1641 a) School related activities- School related activities are department head meetings,
1642 department meetings, team meetings, grade level meetings, curriculum development,
1643 special assignment and any meetings related to the program/curriculum of the district.

1644 b) Supervision defined- Supervision is defined as any time during the workday that the
1645 Bargaining Unit Member is assigned and is responsible for a student or a group of
1646 students during non-instructional activities.

1647 i. Examples at the elementary level include, but are not limited to, recess duty,
1648 assemblies, bus duty and advisory/homeroom.

1649 ii. Examples at the secondary level include, but are not limited to, hall duty, study hall,
1650 library duty, cafeteria duty, advisor/homeroom and ISS.

1651 c) If the necessity arises the principal may substitute a class coverage supervisory duty
1652 or school related activity.

- 1653 d) Cafeteria duty and recess duty shall be rotated equitably. The principal shall discuss
1654 the assignment of cafeteria duty and recess duty with the affected Bargaining Unit
1655 Members and CATA in order to strive towards equitable rotation prior to
1656 implementation.
- 1657 e) Class Coverage - The following terms and conditions apply to class coverage.
- 1658 i. Class Coverage defined - Class coverage is defined as the assignment of a
1659 Bargaining Unit Member to replace another Bargaining Unit Member in a regularly
1660 scheduled classroom assignment, whether the replacing Bargaining Unit Member
1661 is directed to teach the class to which he/she is assigned or is directed to supervise
1662 or monitor that class. Any time a Bargaining Unit Member gives up scheduled
1663 preparation time, he/she will be compensated at the negotiated rate per class
1664 coverage.
- 1665 ii. Pay for class coverage, when appropriate, will be made within the next two (2) pay
1666 periods following the coverage(s).
- 1667 iii. When two (2) or more coverages are combined, the Bargaining Unit Member will
1668 receive a coverage for each of the classes or supervision. If a Bargaining Unit
1669 Member has an assigned study hall and one or more study hall(s) are added,
1670 payment will be given for each additional coverage(s) or study hall(s). Every effort
1671 will be made by the principal to ensure that Bargaining Unit Members are not taken
1672 from an assigned instructional period for a class coverage.
- 1673 f) Duties will be as evenly rotated and distributed among full-time Bargaining Unit
1674 Members as possible.
- 1675 g) Where possible, principals are encouraged to assign coaches their supervision and
1676 preparation times during the latter portion of the aforementioned workday.
- 1677 h) Team meetings will not be sacrificed for other supervisory duties unless the principal
1678 determines that there are no other alternatives practicable.
- 1679 i) In special subject areas, a substitute Bargaining Unit Member shall be employed when
1680 the regular (special area) Bargaining Unit Member is absent, whenever possible.
- 1681 j) In the event that a Bargaining Unit Member is absent for one-half (1/2) day or more, the
1682 principal will make every effort to employ a substitute.
- 1683 k) Split Assignments
- 1684 i. Split assignments defined- Split assignments is defined as the assignment of a
1685 Bargaining Unit Member to more than one (1) building in a single day. A Bargaining
1686 Unit Member will not have a supervisory period on a split assignment day.
- 1687 ii. Full time Bargaining Unit Members will not have more than one split assignment per
1688 day which requires a move between buildings. Bargaining Unit Members will be
1689 provided travel time at the rate of two and one half (2 ½) minutes per mile plus five
1690 (5) minutes between each building and mileage which will be reimbursed at the then
1691 applicable Internal Revenue Business Mileage Reimbursement Allowance.

- 1692 Bargaining Unit Members shall not be eligible for mileage reimbursement when
1693 traveling between the building presently known as Coatesville Area Senior High
1694 School and the Coatesville Area Intermediate High School.
- 1695 iii. The workday for a Bargaining Unit Member with a split assignment shall not exceed
1696 that of the established workday.
- 1697 l) If a principal deems it necessary, an extra duty paid position(s) will be created at that
1698 school to supervise students before and/or after the Bargaining Unit Member workday.
1699 In case of an exchange for planning period and a supervisory or related activity, and
1700 the Bargaining Unit Member needs time to prepare materials for classes between the
1701 exchange periods, time or clerical help will be provided to do so.
- 1702 B. Bargaining Unit Members Assigned to Secondary Schools. The following terms and conditions
1703 apply to Bargaining Unit Members assigned to secondary school.
- 1704 1. Class Bargaining Unit Members will have the equivalent of one (1) class period per day per
1705 cycle for preparation during the instructional day and an additional thirty-five (35) minutes
1706 per day for preparation during the teacher day.
- 1707 2. Special education and special area Bargaining Unit Members will have a minimum of six
1708 (6) hours per six-day cycle for classroom preparation during the workday.
- 1709 3. After instructional periods and planning periods have been assigned, principals have the
1710 latitude to schedule supervision of school related activities in the remaining periods.
- 1711 4. The district may change duty assignments in the secondary school during the school year,
1712 provided that this provision shall not be interpreted to allow the district to expand the types
1713 of duty assignments allowed.
- 1714 C. Bargaining Unit Members Assigned to Elementary Schools. The following terms and
1715 conditions apply to Bargaining Unit Members assigned to elementary schools.
- 1716 1. The instructional day shall be six and one half (6½) hours.
- 1717 2. In the event of inclement weather, Bargaining Unit Members will report back to their
1718 classrooms to supervise students during the recess period. The assignment of inclement
1719 weather recess duty will not infringe upon the Bargaining Unit Members thirty (30) minute
1720 lunch period. The principal will determine what constitutes inclement weather.
- 1721 3. Elementary Classroom Bargaining Unit Members shall have a minimum of forty (40)
1722 minutes block planning time per day during the instructional day.
- 1723 4. Elementary special area Bargaining Unit Members shall have a minimum of forty (40)
1724 minutes block planning time per day during the instructional day.
- 1725 5. Additionally, the following terms and conditions shall apply:
- 1726 a) There shall be a thirty (30) minute period of time at the start of the workday before
1727 students are scheduled to arrive that is to be used for meetings as assigned by the
1728 district, for preparation, and for instructional activities as determined by the Bargaining

- 1729 Unit Member, provided, however that on the days when the district has scheduled data
1730 team meetings for the teacher, the district will not schedule a meeting under this
1731 paragraph for that teacher.
- 1732 b) Students shall be scheduled to arrive thirty (30) minutes after the start of the workday
1733 and the instructional day shall start fifteen (15) minutes thereafter. During this fifteen
1734 (15) minutes, Bargaining Unit Members fulfill such responsibilities as required by the
1735 district and usual operations and shall integrate an instructional activity or other activity
1736 designed either to improve student performance or to prepare the students ready to
1737 learn.
- 1738 c) The instructional day shall be scheduled to end fifteen (15) minutes before the end of
1739 the workday.
- 1740 6. Exigency Teams - Each elementary school shall establish and maintain an exigency team
1741 that can be utilized for such purposes as the district shall determine at its discretion. It can
1742 be composed of Bargaining Unit Members, employees who are not Bargaining Unit
1743 Members, contractors or employees of contractors as it may choose at its sole discretion.
1744 With respect to Bargaining Unit Members, service on the team is voluntary. If the district
1745 must utilize the exigency team after the end of the workday for Bargaining Unit Members,
1746 the district shall pay the Bargaining Unit Members at the hourly curriculum rate. The
1747 minimum payment shall be one-quarter (1/4) of an hour. The district may utilize the
1748 exigency team if supervision of students is necessary after the end of the workday.
- 1749 a) The district at its discretion may employ paraprofessionals in grades K-5.
- 1750 D. Special Education Bargaining Unit Members - The following terms and conditions shall apply
1751 to Bargaining Unit Members who are assigned as special education teachers in either
1752 elementary schools or secondary schools.
- 1753 1. Bargaining Unit Members who serve as special education case managers for Autistic
1754 Support and Life Skills Support will be given 2 days release time each semester.
1755 Bargaining Unit Members who serve as special education case managers for all other
1756 types of support (Learning Support, Emotional Support, Speech/Language Support, Gifted
1757 etc.) will be given 1 day release time for every 10 students on their caseload. Gifted Support
1758 will be given 1 day release time for every 30 students on their caseload. This release time
1759 shall be used to contribute or manage paperwork including but not limited to Progress
1760 Monitoring, IEPs, GIEPs, BIPs, ERs, RRs etc.
- 1761 2. Itinerant and speech/language therapists shall receive one (1) day release time for every
1762 fifteen (15) students not to exceed five (5) days within one (1) school year to manage the
1763 aforementioned paperwork.
- 1764 3. Release time is to be held in a district building and used to complete the above-mentioned
1765 paperwork.
- 1766 4. Special education Bargaining Unit Members and speech/language therapists will receive
1767 a minimum of one (1) workday release time per school year.
- 1768 5. Special education Bargaining Unit Members will be provided a locked filing cabinet for
1769 confidential materials such as IEPs, ERs, RRs, BIPs, GIEPs etc.

- 1770 6. Emotional and autistic support classrooms must have a minimum of two scheduled adults
1771 in the classroom at all times.
- 1772 7. Itinerant special education Bargaining Unit Members and speech/language therapists will
1773 not be given supervisory duties
- 1774 8. The district will provide a secure setting with the necessary technology for writing IEPs,
1775 RRs, ERs, GIEPs, BIPs, etc.
- 1776 9. Secondary Special Education Bargaining Unit Members - Secondary Special Education
1777 Bargaining Unit Members will have the following preparation time during the workday.
- 1778 a) One class period per day, per cycle.
- 1779 b) 35 minutes per day.
- 1780 c) One half (1/2) day per quarter for state required or other special education paperwork.
1781 The district shall schedule the day.
- 1782 10. Elementary Special Education Bargaining Unit Members - The following terms and
1783 conditions apply to Bargaining Unit Members assigned as special education teachers in an
1784 elementary school setting:
- 1785 a) Elementary special education teachers shall receive the following preparation time
1786 during the instructional day:
- 1787 1. Thirty (30) minutes of daily planning preparation time each day of the six-day
1788 cycle.
- 1789 2. Three (3) additional hours of preparation time per cycle; (before or after
1790 instructional time).
- 1791 3. One-half (½) day each quarter for state-required and other special education
1792 paperwork, scheduled by the District.
- 1793
- 1794 b) Special Education Students in Non-Public Schools - Special education teachers
1795 assigned to students enrolled in non-public schools shall be compensated at the
1796 curricular rate for time spent on activities related to the student's IEP or
1797 implementation of services outside of contractual hours. A timesheet must be
1798 submitted to the Special Education Supervisor within two weeks.
- 1799
- 1800 c) Additional Caseload Compensation
- 1801 1. Special education teachers who are over FTE and receive additional students on
1802 their caseload shall be compensated at the curricular rate, up to six (6) hours per
1803 student outside of contractual hours, for work related to the new student(s), including
1804 but not limited to:
- 1805 a. Initial development of the IEP and related documentation;
- 1806 b. Updates and revisions to the IEP;
- 1807 c. Meetings related to the student, including IEP, manifestation, or discipline
1808 meetings; and

1809 d. Required paperwork, including schedule changes.
1810 If testing and progress monitoring related to the IEP is required, coverage may
1811 be sought from a supervisor.

1812 E. *Pre/Post Workday Activities*

1813 1. Faculty Meetings

1814 a) *Defined.* Faculty meetings are defined as meetings scheduled by the principal regarding
1815 school business

1816 b) Faculty meetings may be scheduled by the principal through notification to all
1817 Bargaining Unit Members requiring the appropriate faculty members, as determined by
1818 the principal

1819 c) Faculty meetings will be pre-scheduled on a marking period (report card) basis and will
1820 be held on the same day of each month unless the principal determines otherwise. In
1821 this latter case, at the beginning of the marking period in question, the principal and the
1822 CATA building representative will determine by mutual agreement the schedule for a
1823 faculty meeting.

1824 d) If it is necessary to change the date of a meeting the principal shall provide notice at
1825 least two(2) full workdays in advance of the new meeting date and time.

1826 e) Faculty meetings will not exceed thirty-five (35) minutes before or after the workday and
1827 will be held only when necessary. Additional faculty meetings may be called by the
1828 principal if necessity arises. However, if more than two (2) faculty meetings are held
1829 per month, the Bargaining Unit Members present at the additional meeting(s) will be
1830 compensated at the class coverage rate.

1831 2. Bargaining Unit Members attendance is required at one (a) Back to School Night, two (b)
1832 district-side parent teacher conferences, (c) if requested, the dedication ceremonies of a
1833 new building in which they teach; and (d) graduation ceremonies. If attendance is
1834 required for graduation ceremony and the graduation ceremony is outside the workday,
1835 the time shall be compensated time off on the last workday.

1836 3. Teacher conferences with parents will be scheduled after consultation with Bargaining Unit
1837 Members to ensure that he/she is available at the scheduled time.

1838 **8.16 Multifactor Authentication**

1839 A. The district may use multifactor authentication which may be placed on the personal device
1840 by the Bargaining Unit Member according to the following criteria:

1841 1. Placing the app on a Bargaining Unit Member's personal device must be voluntary.

1842 2. If the Bargaining Unit Member does not elect to place the app on their device they will be
1843 provided with a MFA USB device. Should this device be lost, damaged, or stolen, the MFA
1844 USB will be replaced at cost to the employee.

1845 3. CASD shall not use the application to track, search, or in any way obtain information from
1846 the employee's personal device, An exception to this prohibition shall be in circumstances

1847 where law enforcement and/or federal or state regulatory authorities serve the District with
1848 a lawful subpoena, court order, or request that requires the District's compliance.

1849 4. Downloading the appropriate application does not in any way constitute the Bargaining Unit
1850 Member giving CASD permission to track, search or in anyway obtain information, except
1851 in the case of a subpoena or court order. No discipline shall be issued for information found
1852 on a Bargaining Unit Member's device, except in the case of a subpoena or court order. In
1853 this case the subpoena or court order must be presented to the Bargaining Unit Member.

1854 5. No Bargaining Unit Member shall be disciplined for downloading and/or utilizing the
1855 application during contractual hours.

1856 **8.17 Safe Working Conditions**

1857 A. The district and CATA agree that Bargaining Unit Members shall work in a safe environment.
1858 Unsafe working conditions are defined under the Pennsylvania Workers Compensation Law
1859 as amended (1996) pertaining to occupational diseases and/or injury. Teachers shall not be
1860 required to work in unsafe conditions and may report safety concerns without fear of retaliation.

1861 B. Per section 438 of the Workers Compensation Act, 77 P.S. the employer shall report all injuries
1862 received by employees in the course of or resulting from their employment immediately to the
1863 employer's insured.

1864 C. If as a result of an unsafe working condition a Bargaining Unit Members is required to seek
1865 medical attention pertaining to an occupational disease and/or injury as covered under
1866 Pennsylvania Workers' Compensation Law as amended (1996), the employer will not charge
1867 the Bargaining Unit Member with a day's absence (sick or personal leave) for seeking medical
1868 consultation. The Bargaining Unit Members must, however, provide verification that he/she
1869 has received medical attention for either physician or through a medical facility on the day of
1870 the incident. On the day the Bargaining Unit Member is seeking medical attention class
1871 coverage will be provided through the use of a substitute Bargaining Unit Member,
1872 administrator, special area Bargaining Unit Member or classroom Bargaining Unit Member.

1873 D. Remaining days of absence, if any, will be provided in accordance with the Pennsylvania
1874 Workers' Compensation as amended (1996)

1875 E. If a school building is determined to be unsafe in accordance with the Pennsylvania Safety
1876 Code for School Buildings, the Superintendent or the Superintendent's designee shall order
1877 the immediate closure of such building. In the event of such closure, Bargaining Unit Members
1878 shall be directed to leave the premises and may, at the District's discretion, be reassigned to
1879 an alternate location or directed to return home to perform their professional duties, as
1880 determined appropriate by the District.

1881 F. Make-up days shall be scheduled in accordance with CATA Leadership.

1882 G. Bargaining unit members shall have their duty-free lunch period scheduled while the cafeteria
1883 is open for lunch.

1884

1885

ARTICLE IX: IMPLEMENTATION

9.1 Prospective Application of Agreement Changes

Except as stated herein, changes in this agreement shall be made as soon as reasonably practicable and shall be prospective only from the date of the change. Those changes that are self-executing shall be effective upon execution of this agreement by both parties and shall be prospective only.

9.2 Prospective Application of Premium Share Increases

Increases in premium share shall be prospective only from the date of ratification by the school board.

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SIGNATURE PAGE FOLLOWS.

WITNESS

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound, have each caused the due execution and attested here to by its duly authorized officers.

Coatesville Area School District Board of Education

Coatesville Area Teachers Association

Lyrn Yacoe

Scott Polk

(Board of Education President)

(CATA President)

Lori A. Diefenderfer

anthony olseski

(Board Secretary)

(Chief Negotiator)

Date: June 9, 2026

Date: Jun 25, 2026

Lyrn Yacoe, School Board President
Lori A. Diefenderfer, School Board Secretary
Coatesville Area School District

Exhibit A
2026-2027

3.50	B	B+24	M	M+15	M+30	M+45	M+60
1	54000	55000	59400	61200	63000	64500	66500
2	55200	56920	61388	63232	65075	66635	68695
3	56400	58840	63376	65264	67150	68770	70890
4	57600	60760	65364	67296	69225	70905	73085
5	58800	62680	67352	69328	71300	73040	75280
6	60000	64600	69340	71360	73375	75175	77475
7	61200	66520	71328	73392	75450	77310	79670
8	62400	68440	73316	75424	77525	79445	81865
9	63600	70360	75304	77456	79600	81580	84060
10	64800	72280	77292	79488	81675	83715	86255
11	66000	74200	79280	81520	83750	85850	88450
12	67200	76120	81268	83552	85825	87985	90645
13	68400	78040	83256	85584	87900	90120	92840
14	69600	79960	85244	87616	89975	92255	95035
15	70800	81880	87232	89648	92050	94390	97230
16	72000	83800	89220	91680	94125	96525	99425
17	73200	85720	91208	93712	96200	98660	101620
18	84111	87646	93201	95726	98251	100776	103806

2027-2028

3.50	B	B+24	M	M+15	M+30	M+45	M+60
1	55250	56225	60625	62425	64225	65725	67725
2	56997	58125	62596	64440	66284	67846	69908
3	58744	60025	64567	66455	68343	69967	72091
4	60491	61925	66538	68470	70402	72088	74274
5	62238	63825	68509	70485	72461	74209	76457
6	63985	65725	70480	72500	74520	76330	78640
7	65732	67625	72451	74515	76579	78451	80823
8	67479	69525	74422	76530	78638	80572	83006
9	69226	71425	76393	78545	80697	82693	85189
10	70973	73325	78364	80560	82756	84814	87372
11	72720	75225	80335	82575	84815	86935	89555
12	74467	77125	82306	84590	86874	89056	91738
13	76214	79025	84277	86605	88933	91177	93921
14	77961	80925	86248	88620	90992	93298	96104
15	79708	82825	88219	90635	93051	95419	98287
16	81455	84725	90190	92650	95110	97540	100470
17	83202	86625	92161	94665	97169	99661	102653
18	84952	88522	94133	96683	99233	101784	104844

2028-2029

3.50	B	B+24	M	M+15	M+30	M+45	M+60
1	58140	59102	63502	65302	67102	68602	70602
2	59767	60885	65359	67205	69050	70614	72678
3	61394	62668	67216	69108	70998	72626	74754
4	63021	64451	69073	71011	72946	74638	76830
5	64648	66234	70930	72914	74894	76650	78906
6	66275	68017	72787	74817	76842	78662	80982
7	67902	69800	74644	76720	78790	80674	83058
8	69529	71583	76501	78623	80738	82686	85134
9	71156	73366	78358	80526	82686	84698	87210
10	72783	75149	80215	82429	84634	86710	89286
11	74410	76932	82072	84332	86582	88722	91362
12	76037	78715	83929	86235	88530	90734	93438
13	77664	80498	85786	88138	90478	92746	95514
14	79291	82281	87643	90041	92426	94758	97590
15	80918	84064	89500	91944	94374	96770	99666
16	82545	85847	91357	93847	96322	98782	101742
17	84172	87630	93214	95750	98270	100794	103818
18	85801	89407	95074	97650	100226	102801	105892

2029-2030

2.50	B	B+24	M	M+15	M+30	M+45	M+60
1	59000	59500	64000	65500	67250	69000	70950
2	60630	61314	65887	67451	69252	71051	73071
3	62260	63128	67774	69402	71254	73102	75192
4	63890	64942	69661	71353	73256	75153	77313
5	65520	66756	71548	73304	75258	77204	79434
6	67150	68570	73435	75255	77260	79255	81555
7	68780	70384	75322	77206	79262	81306	83676
8	70410	72198	77209	79157	81264	83357	85797
9	72040	74012	79096	81108	83266	85408	87918
10	73670	75826	80983	83059	85268	87459	90039
11	75300	77640	82870	85010	87270	89510	92160
12	76930	79454	84757	86961	89272	91561	94281
13	78560	81268	86644	88912	91274	93612	96402
14	80190	83082	88531	90863	93276	95663	98523
15	81820	84896	90418	92814	95278	97714	100644
16	83450	86710	92305	94765	97280	99765	102765
17	85080	88524	94192	96716	99282	101816	104886
18	86702	90346	96072	98675	101278	103881	107004

Exhibit B - POSITION SCHEDULE

	2026-2030
0-2	\$8.50 per unit
3-4	\$9.50 per unit
5-10	\$10.50 per unit
11 or more	\$11.50 per unit

Formula to calculate extra duty pay: Dollar amount per unit (above) x number of units (below) = Total Pay

Position Name	Level	Units	Extended Season?	Ext. Units
HIGH SCHOOL SPORTS				
Baseball - 9th Grade Coach	HS Sport	271	Yes	271
Baseball - Assistant Coach	HS Sport	352	Yes	352
Baseball - Head Coach	HS Sport	541	Yes	541
Basketball (Boys) - Assistant Coach	HS Sport	477	Yes	477
Basketball (Boys) - Head Coach	HS Sport	734	Yes	734
Basketball (Girls) - Assistant Coach	HS Sport	477	Yes	477
Basketball (Girls) - Head Coach	HS Sport	734	Yes	734
Cheerleader - Assistant Varsity Coach	HS Sport	333	Yes	333
Cheerleader - Head Coach	HS Sport	512.5	Yes	512.5
Cross Country - Assistant Coach	HS Sport	289	Yes	289
Cross Country - Head Coach	HS Sport	445	Yes	445
Dance - Head Coach	HS Sport	333	Yes	333
Field Hockey - Assistant Coach (2)	HS Sport	313	Yes	313
Field Hockey - Head Coach	HS Sport	481.5	Yes	481.5
Flag Football - Head Coach	HS Sport	512	Yes	512
Flah Football - Assistant Coach	HS Sport	312	Yes	312
Football - 9th Grade Coach (2)	HS Sport	379	Yes	379
Football - Assistant Coach (6)	HS Sport	492	Yes	492
Football - Head Coach	HS Sport	757.5	Yes	757.5
Golf - Head Coach	HS Sport	338	Yes	338
Indoor Track (Boys) - Assistant Coach (2)	HS Sport	322	Yes	322
Indoor Track (Boys) - Head Coach	HS Sport	496	Yes	496
Indoor Track (Girls) - Assistant Coach (2)	HS Sport	322	Yes	322

Indoor Track (Girls) - Head Coach	HS Sport	496	Yes	496
Lacrosse (Boys) - Assistant Coach (2)	HS Sport	339	Yes	339
Lacrosse (Boys) - Head Coach	HS Sport	521.5	Yes	521.5
Lacrosse (Girls) - Assistant Coach (2)	HS Sport	319	Yes	319
Lacrosse (Girls) - Head Coach	HS Sport	491.5	Yes	491.5
Soccer (Boys) - Assistant Coach	HS Sport	333	Yes	333
Soccer (Boys) - Head Coach	HS Sport	512.5	Yes	512.5
Soccer (Girls) - Assistant Coach	HS Sport	333	Yes	333
Soccer (Girls) - Head Coach	HS Sport	512.5	Yes	512.5
Softball - Assistant Coach (2)	HS Sport	352	Yes	352
Softball - Head Coach	HS Sport	541	Yes	541
Swimming - Asst Coach (Boys)	HS Sport	341	Yes	341
Swimming - Asst Coach (Girls)	HS Sport	341	Yes	341
Swimming - Asst Coach (Diving)	HS Sport	341	Yes	341
Swimming - Head Coach	HS Sport	788	Yes	788
Tennis (Boys) - Assistant Coach	HS Sport	259	Yes	259
Tennis (Boys) - Head Coach	HS Sport	398	Yes	398
Tennis (Girls) - Assistant Coach	HS Sport	259	Yes	259
Tennis (Girls) - Head Coach	HS Sport	398	Yes	398
Track (Girls) - Assistant Coach (2)	HS Sport	335	Yes	335
Track (Girls) - Head Coach	HS Sport	516	Yes	516
Track (Boys) - Assistant Coach (2)	HS Sport	335	Yes	335
Track (Boys) - Head Coach	HS Sport	516	Yes	516
Unified Track & Field - Head Coach (2)	HS Sport	260	Yes	260
Unified Track & Field - Assistant Coach	HS Sport	See Online Chart	Yes	See Online Chart
Volleyball (Girls) - Assistant Coach	HS Sport	278	Yes	278
Volleyball (Girls) - Head Coach	HS Sport	427.5	Yes	427.5
Weight Training - Advisor (2)	HS Sport	935	Yes	935
Wrestling - Assistant Coach (2)	HS Sport	372	Yes	372
Wrestling - Head Coach	HS Sport	573	Yes	573

MIDDLE SCHOOL SPORTS

Basketball (Boys) - 7th Grade Coach	MS Sport	294	No	—
Basketball (Boys) - 8th Grade Coach	MS Sport	367	No	—
Basketball (Girls) - 7th Grade Coach	MS Sport	294	No	—
Basketball (Girls) - 8th Grade Coach	MS Sport	367	No	—
Baseball - 7th Grade Coach	MS Sport	216	No	—
Baseball - 8th Grade Coach	MS Sport	271	No	—
Cheerleading - Coach	MS Sport	256	No	—
Cross Country - 7th & 8th Grade Coach	MS Sport	223	No	—
Field Hockey - 7th Grade Coach	MS Sport	192	No	—
Field Hockey - 8th Grade Coach	MS Sport	241	No	—
Football - 7th Grade Coach	MS Sport	303	No	—
Football - 8th Grade Coach	MS Sport	379	No	—
Lacrosse - 7th Grade Coach	MS Sport	246	No	—
Lacrosse - 8th Grade Coach	MS Sport	246	No	—
Soccer (Boys) - 7th Grade Coach	MS Sport	205	No	—
Soccer (Boys) - 8th Grade Coach	MS Sport	256	No	—
Soccer (Girls) - 7th Grade Coach	MS Sport	205	No	—
Soccer (Girls) - 8th Grade Coach	MS Sport	256	No	—
Softball - 7th Grade Coach	MS Sport	216	No	—
Softball - 8th Grade Coach	MS Sport	271	No	—
Track - 7th Grade Coach	MS Sport	206	No	—
Track - 8th Grade Coach	MS Sport	258	No	—
Wrestling - 7th Grade Coach	MS Sport	229	No	—
Wrestling - 8th Grade Coach	MS Sport	287	No	—

HIGH SCHOOL CLUBS & ACTIVITIES

Academic Team - Advisor	HS Club	300	Yes – Nationals	300
Art Club (CAIHS) - Advisor	HS Club	115	No	
Art Club (CASH) - Advisor	HS Club	115	No	
Band - Director	HS Club	740	Yes	740
Band - Assistant Director	HS Club	481	No	—
Band - Front Instructor	HS Club	312	No	—

Best Buddies - Advisor	HS Club	See Online Chart	No	
Bible Club - Advisor	HS Club	See Online Chart	No	
Black Student Union - Advisor	HS Club	See Online Chart	No	
B.R.I.D.G.E.E. - Advisor	HS Club	135	No	—
Chess Club - Advisor	HS Club	57.5	No	
Color Guard	HS Club	See Online Chart	No	
Drama 11/12 - Director	HS Club	350	No	—
Drama 9/10 - Director	HS Club	350	No	—
Faculty Manager (HS)	HS Club	995	No	—
FBLA/DECA - Advisor	HS Club	310	No	—
Foreign Language (German) - Advisor	HS Club	290	No	—
Foreign Language (Spanish) - Advisor	HS Club	290	No	—
Gospel Choir - Advisor	HS Club	140	No	—
GSA/VO1CE/PRISM	HS Club	77.5	No	
Helping Hands - Advisor	HS Club	See Online Chart	No	
Indoor Drumline - Advisor	HS Club	See Online Chart	No	
Interact - Advisory	HS Club	See Online Chart	No	
Junior Class - Advisor	HS Club	270	No	—
Leo Club - Advisor	HS Club	310	No	—
Musical Production - Director	HS Club	250	No	—
National English Honor Society - Advisor	HS Club	See Online Chart	No	
National Junior Honor Society - Advisor	HS Club	200	No	
National Honor Society - Advisor	HS Club	200	No	—
Orchestra 9-12 - Director	HS Club	240	Yes	240
Robotics Club - Advisor (RAIDER BOTS)	HS Club	295	No	—
S.A.D.D. - Advisor	HS Club	155	No	—
Senior Class - Advisor	HS Club	400	No	—
Ski Club - Advisor	HS Club	340	No	—
Stage Crew 9/10 - Advisor	HS Club	270	No	—
Stage Crew 11/12 - Advisor	HS Club	270	No	—
STEM Club 8/9 - Advisor	HS Club	170	No	—

Student Council 9/10 - Advisor	HS Club	485	No	—
Student Council 11/12 - Advisor	HS Club	505	No	—
Unified Club - Advisor		See Online Chart		
Vocal Music 9/10 - Director	HS Club	600	No	—
Vocal Music Meistersingers - Director	HS Club	600	Yes	600
WCHS (CTV) 11/12 - Advisor	HS Club	520	No	—
Yearbook - Advisor 11/12	HS Club	625	No	—
Yearbook - Advisor 9-10	HS Club	See Online Chart	No	
Pilot Clubs - Advisor	HS Club	60	No	—

MIDDLE SCHOOL CLUBS & ACTIVITIES

Art Club - Advisor	MS Club	115	No	—
Band - Director (MS)	MS Club	270	No	—
Drama - Advisor (MS)	MS Club	270	No	—
Faculty Manager (MS)	MS Club	498	No	—
National Junior Honor Society (MS)	MS Club	200	No	
Orchestra - Director (MS)	MS Club	100	No	—
Student Council - Advisor (MS)	MS Club	505	No	—
Vocal Music - Director (MS)	MS Club	270	No	—
Yearbook - Advisor (MS)	MS Club	155	No	—

ELEMENTARY CLUBS & ACTIVITIES

Art Club- Advisor	Elem Club	115	No	
Band - Director (Elem)	Elem Club	185	No	—
Garden Club (Rainbow) - Advisor	Elem Club	100	No	—
Orchestra - Director (Elem)	Elem Club	100	No	—
Robotics/STEM - Advisor (Elem)	Elem Club	110	No	—
Safety Patrol - Advisor (Elem)	Elem Club	110	No	—
Spanish Club (Caln) - Advisor	Elem Club	110	No	—
Spark Club - Advisor (Rainbow)	Elem Club	55	No	
STEM - Advisor	Elem Club	See Online Chart	No	
Student Council - Advisor (Elem)	Elem Club	110	No	—

Exhibit C

Coatesville Area School District (Active CATA Contracts)

Comparison of Current Customized HD1-HC1 and Proposed Medical Plan Option

BENEFIT	Customized HD1-HC1 Plan		Proposed PC C3F2O2 Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network
Benefit Period	September 1 - August 31		September 1 - August 31	
Benefit Period Deductible (Individual/family)	\$1,700 / \$3,400 ¹	\$5,000 / \$10,000 ¹	\$0 / \$0 ²	\$1,500 / \$4,500 ²
Out-of-Pocket Maximum ³ (Individual/family)	\$6,550 / \$13,100	\$10,000 / \$20,000	\$4,950 / \$9,900	\$10,000 / \$30,000
Coinsurance (after deductible)	0%	50%	0%	50%
Preventive Services				
Preventive Care	No charge, no deductible	50% no deductible	No charge	50% no deductible
Preventive Colonoscopy				
Preventive Plus Providers	No charge, no deductible	Not covered	No charge	Not covered
Hospital Based	No charge, no deductible	50% no deductible	No charge	50% no deductible
Physician Services				
Primary Care Physician (PCP)				
Office Visit	No charge after deductible	50% after deductible	\$20	50% after deductible
Telemedicine Visit	No charge after deductible	50% after deductible	Not covered	Not covered
Specialist				
Office Visit	No charge after deductible	50% after deductible	\$40	50% after deductible
Telemedicine Visit	No charge after deductible	50% after deductible	Not covered	Not covered
Retail Health Clinic Visit	No charge after deductible	50% after deductible	\$20	50% after deductible
Urgent Care Visit	No charge after deductible	50% after deductible	\$70	50% after deductible
Therapy Services				
Physical Therapy				
Freestanding	No charge after deductible	50% after deductible	\$40	50% after deductible
Hospital Based	No charge after deductible	50% after deductible	\$40	50% after deductible
Occupational Therapy				
Freestanding	No charge after deductible	50% after deductible	\$40	50% after deductible
Hospital Based	No charge after deductible	50% after deductible	\$40	50% after deductible
Speech Therapy	No charge after deductible	50% after deductible	\$40	50% after deductible
PT/ST/OT Visit Limits ^{4, 5}	PT Visit Limit: 30 visits/year ST Visit Limit: 20 visits/year OT Visit Limit: 30 visits/year		PT Visit Limit: 30 visits/year ST Visit Limit: 20 visits/year OT Visit Limit: 30 visits/year	
Emergency Services				
Emergency Room	No charge after deductible	Covered at in-network level	\$100 (not waived if admitted)	Covered at in-network level
Emergency Ambulance	No charge after deductible	Covered at in-network level	No charge	Covered at in-network level
Non-Emergency Ambulance	No charge after deductible	50% after deductible	No charge	50% after deductible
Hospital Services				
Inpatient Hospital Services (In-network-365 days/year; Out-of-network 70 days/year) ⁶	No charge after deductible	50% after deductible	\$100/Day; max of 5 copays per admission	50% after deductible

Benefit	Customized HD1-HC1 Plan		Proposed PC C3F202 Plan	
	In-Network	Out of Network	In-Network	Out of Network
Observation Services	No charge after deductible	50% after deductible	\$100/Day; max of 5 copays per admission	50% after deductible
Maternity Hospital Services ⁶	No charge after deductible	50% after deductible	\$20 First OB Visit \$100/Day; max of 5 copays per admission	50% after deductible
Inpatient Professional Services (includes maternity)	No charge after deductible	50% after deductible	\$100/Day; max of 5 copays per admission	50% after deductible
Outpatient Surgery				
Freestanding	No charge after deductible	50% after deductible	\$50	50% after deductible
Hospital Based	No charge after deductible	50% after deductible	\$50	50% after deductible
Outpatient Diagnostics				
Diagnostic Medical (EKG)	No charge after deductible	50% after deductible	\$40	50% after deductible
Routine Radiology				
Freestanding	No charge after deductible	50% after deductible	\$40	50% after deductible
Hospital Based	No charge after deductible	50% after deductible	\$40	50% after deductible
Advanced Imaging (MRI/MRA, CT/CTA Scan, PET Scan)				
Freestanding	No charge after deductible	50% after deductible	\$80	50% after deductible
Hospital Based	No charge after deductible	50% after deductible	\$80	50% after deductible
Other Medical Services				
Spinal Manipulation Services	No charge after deductible	50% after deductible	\$40	50% after deductible
	Limit: 20 visits/year ⁵		Limit: 20 visits/year ⁵	
Skilled Nursing Facility (120 days/year) ⁵	No charge after deductible	50% after deductible	\$50/Day; max of 5 copays per admission	50% after deductible
Home Health Care	No charge after deductible	50% after deductible	No charge	50% after deductible
Hospice	No charge after deductible	50% after deductible	No charge	50% after deductible
Durable Medical Equipment (DME)	No charge after deductible	50% after deductible	30%	50% after deductible
Private Duty Nursing	No charge after deductible	50% after deductible	10% Limit: 360 hours/year	50% after deductible
Mental Health Care: Outpatient (includes serious mental illness & substance abuse)	No charge after deductible	50% after deductible	\$40	50% after deductible
Mental Health Care: Inpatient (includes serious mental illness & substance abuse) ⁶	No charge after deductible	50% after deductible	\$100/Day; max of 5 copays per admission	50% after deductible
Prescription Drug				
Deductible	Medical deductible applies	Medical deductible applies	\$0 / \$0	
Formulary ⁷	Select			
Retail Pharmacy				
Tier 1 Generic Drugs	\$5 after deductible	50% reimbursement after deductible	\$5	50% reimbursement after deductible
Tier 2 Preferred Brand Drugs	\$20 after deductible	50% reimbursement after deductible	\$20	50% reimbursement after deductible
Tier 3 Non-Preferred Drugs	\$45 after deductible	50% reimbursement after deductible	\$50	50% reimbursement after deductible
Dispensing Limits ⁸	30 day supply max	30 day supply max	30 day supply max	30 day supply max
Mail Order Pharmacy Available For Maintenance Drugs				
Tier 1 Generic Drugs	\$10 after deductible	Not covered	\$10	Not covered

Tier 2 Preferred Brand Drugs	\$40 after deductible	Not covered	\$40	Not covered
Tier 3 Non-Preferred Drugs	\$90 after deductible	Not covered	\$100	Not covered
Dispensing Limits⁹	90 day supply max	Not covered	90 day supply max	Not covered

¹ Non-Embedded deductible: For family coverage, the entire family deductible must be met before copayments or coinsurance are applied for an individual member.

² Embedded deductible: Each covered family member only needs to satisfy his or her individual deductible, not the entire family deductible, prior to receiving plan benefits.

³ In-Network embedded out-of-pocket maximum: Each covered family member only needs to satisfy his or her individual out-of-pocket maximum, not the entire family out-of-pocket maximum. Out-of-Network aggregate out-of-pocket maximum: For family coverage, the entire family out-of-pocket maximum must be met before copayments or coinsurance are applied for an individual member.

⁴ Physical Therapy, Occupational Therapy, and Cognitive Therapy combined visit limit in and out-of-network.

⁵ Combined in and out-of-network.

⁶ Inpatient hospital out-of-network day limit combined for all inpatient medical, maternity, mental health, serious mental illness, and substance abuse services.

⁷ Benefits will be provided for Covered Drugs and medicines appearing on the Drug Formulary. To check the formulary status of a drug or view a copy of the most recent formulary, log

⁸ Up to a 90-day supply of drugs to treat chronic conditions available at any participating retail pharmacy or mail for same cost share.

⁹ Mail order cost-sharing for 1-30 day supplies is equal to the in-network retail cost-sharing.

CATA Contract July.1.2026-June.30.2030 - Need CATA Signatures

Final Audit Report

2026-06-25

Created:	2026-06-24
By:	Chris Roten (rotenc@casdschools.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfmLaLwSTQjtjRwh6yBtIndFX4Mt1GbY_

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-  Document created by Chris Roten (rotenc@casdschools.org)
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