



Agreement between

Cumberland Valley School District
&
Cumberland Valley Education Association

July 1, 2018 - June 30, 2021



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THIS AGREEMENT

MADE AND ENTERED into this day of by and between:

THE CUMBERLAND VALLEY SCHOOL DISTRICT of Cumberland County, Pennsylvania, party of the first part, hereinafter called the "Employer"

AND

THE CUMBERLAND VALLEY EDUCATION ASSOCIATION of the same place, party of the second part, hereinafter called the "Association".

WHEREAS, Employer is a duly constituted school district of the second class in the Commonwealth of Pennsylvania as defined and constituted by the Act of March 10, 1949, P.L. 30, as amended, hereinafter referred to as the "Public School Code of 1949"; and

WHEREAS, Employer is a public employer within the meaning of the Act No. 195 of July 23, 1970, hereinafter known as the "Public Employe Relations Act"; and

WHEREAS, Association is the exclusive representative of the professional unit of the employees of the Cumberland Valley School District as limited and defined in the "Joint Request For Certification" (Pennsylvania Labor Relations Board Form No. PERA 602(a)-a(10-70) as jointly filed with the Pennsylvania Labor Relations Board on December 4, 1970, and as certified by said Board on December 21, 1970, in case number PERA-R-396C, and as certified by said Board on June 6, 1989, in case number PERA-U-89-193-E and as certified by said Board on December 21, 1999, in case number PERA-U-99-354-E; and as certified by said Board on December 3, 2008, in case number PERA-U-08-396-E; and

WHEREAS, Association's bargaining unit therefore is comprised of a subdivision of the employer unit comprised of full-time professional employees, regular part-time teachers, registered nurses, school psychologists, home and school visitors, behavior specialists and occupational therapists; and excluding the district superintendent, the administrative assistant to the superintendent, the director of elementary education, the school building principals, the assistant school building principals, supervisors, first level supervisors, and confidential employees as defined in the Act; and

WHEREAS, the parties have heretofore negotiated in good faith all matters raised by said parties and have reached agreement thereon and desire to formally document their agreement by this document which is accepted by said parties as the collective bargaining agreement within the meaning of the Public Employe Relations Act; NOW, THEREFORE, it is mutually agreed as follows:

Article I

DEFINITIONS

A. The words "employee" and "teacher" as used in this agreement shall be synonymous and shall mean a professional employee within the bargaining unit. Said terms shall include both the masculine and feminine except where the context clearly indicates otherwise.

B. The word “superintendent” as used in this agreement shall mean the Superintendent of the Cumberland Valley School District.

Article II

RIGHTS OF THE ASSOCIATION

A. The Employer agrees to furnish to the Association financial and personnel data necessary to assist in developing recommendations. Information which may be necessary for the Association to process any grievance or complaint shall be made available by the Employer.

B. Whenever any representative of the Association or any professional employee is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences or meetings relating to this contract, he shall suffer no loss in pay.

C. The Association and its representatives shall be allowed the use of school buildings for meetings. Arrangements for such meetings shall be made with the principal of the building in which the meeting is planned.

D. The Association shall be allowed reasonable use of inter-school mail facilities and school mail boxes and the E-mail system as scheduled and operated by the school. A courtesy copy of materials placed in employees' mail boxes or sent by the Association through the E-mail system shall be distributed to the building principals.

E. The Association shall be allowed a place on the agenda of the Orientation Program for new teachers to explain services available through the Association within time allotted by administration. The Association shall be allowed within time allotted a place on the agenda of the first General meeting of all teachers at the opening of school. During such presentations the Association will encourage all teachers to participate in after-school and evening activities of the School District.

F. Upon the signed written request of any professional employee, the Employer agrees that the Cumberland Valley School District will make ten (10) or twenty (20) equal deductions from the employee's pay, as elected by the employee, to be paid to the Association for the purpose of United Teaching Professional dues. The Association shall notify the Business Office of the amount to be deducted under each plan. The foregoing request shall be filed with the Business Office no later than October 20 of each school year. The deductions shall begin with the first pay in November and shall be made on ten (10) or twenty (20) consecutive pay periods as elected by the employee. The Association shall be paid in full monies withheld each month on the last payday of each month. As to any employee who has previously authorized such dues deductions and who resigns from his or her professional position with this District before the full annual dues has been deducted, the Employer shall deduct the unpaid balance of such annual dues from the employee's final payment of wages but only to the extent that such wages are available for such deductions, and the Employer shall notify the Association of such final deduction during the month in which the final deduction occurs.

G. The Association shall be guaranteed a maximum of fourteen (14) teacher days' leave per school year. Such leave shall be used for attendance of the Association's delegates and other Association members holding Pennsylvania State Education Association (hereafter "PSEA") positions at the official meetings of the PSEA's House of Delegates. The President or designee and Secretary of the Association shall certify in writing to Employer the number and identity of the official delegates attending such meetings at least thirty (30) days prior to the meeting of said PSEA House of Delegates. In addition, the Association shall be provided, at Association cost, up to five (5) days for the President or

designee to conduct Association business as requested by the Association. These five (5) days may be used in ½ day increments if so requested by the President/designee.

Article III

PROFESSIONAL QUALIFICATIONS, ASSIGNMENTS AND TRANSFERS

A. Teachers shall not be assigned a classroom teaching assignment outside the scope of their teaching qualifications and certification except in emergency situations.

B. Teachers shall receive written notice of their proposed teaching assignment for the forthcoming year by the preceding first day of July and the daily schedule as soon as possible. In the event that changes in such assignments are proposed, all teachers affected shall be notified within five days.

C. In the event that the Superintendent is notified in writing of any supervisory or teaching vacancy or an extra-duty vacancy which will be occurring within the School District, (s)he shall notify the President of the Association and a notice shall be posted on the Districts website setting forth a description of and the qualifications for such position. Such notice shall be given and posted as far in advance as possible, but in no event less than two (2) weeks before the application for such position must be submitted. During the period June 15 to July 1, the Superintendent will notify, in writing, the President of the Cumberland Valley Education Association as to the occurrence of any supervisory, teaching or extra-duty vacancy and shall not fill such vacancy for a period of two (2) weeks from such notification. During the period July 1 to August 30, the Superintendent will notify, in writing, the President of the Cumberland Valley Education Association as to the occurrence of any supervisory, teaching or extra-duty vacancy on the date such vacancy occurs. Such notification shall also be given for new supervisory, teaching or extra-duty positions created within the District.

D. For all permanent, posted bargaining unit vacancies, all qualified bargaining unit applicants will be granted an interview. In cases of interschool transfer, teachers with seniority and the necessary qualifications will be given consideration.

E. Except where a transfer is requested by a teacher, the Employer shall notify any teacher of a proposed transfer and the reasons for such transfer. Such notification shall be given thirty (30) days in advance of the transfer except in cases of emergency. Any teacher who is permanently involuntarily transferred or reassigned will be granted, upon written request, a meeting with the Superintendent to discuss the reasons for such transfer or reassignment.

F. All elementary teachers will be free of all cafeteria supervision. Upon request to the building principal, any teacher is free to perform cafeteria supervision.

G. An employee may leave his school building during his regularly scheduled lunch period with the consent of the building principal or his designee.

H. PLANNING TIME

1. Professional employees shall be scheduled for a minimum of 200 minutes per week of planning time during the student day. Planning time shall be scheduled in blocks of not less than thirty (30) minutes. In the elementary schools, planning time shall be scheduled on a minimum of four (4) days out of five (5) days during a week.

I. SENIORITY

1. Seniority shall be defined as continuous length of time as a temporary professional employee or professional employee in the District as that term is defined under the Public School Code of 1949, as amended.
2. Seniority shall not accrue for time served as a long term substitute or as a day to day substitute.
3. Part time employees shall accrue seniority on a pro rata basis.
4. The school district will create and maintain a seniority list for all bargaining unit employees. Such list shall include the employee's first working day as a temporary professional employee or professional employee, length of employment, and the employee's areas of professional certification. This list shall be posted once each year with notice to the bargaining unit members and the Association. Any concerns regarding placement on the seniority list must be raised within two (2) weeks of the posting date; otherwise the list will be presumed to be accurate and no modifications will be made thereto until the next posting. Concerns expressed during the posting period which remain unresolved are subject to the grievance procedure.
5. Whenever two (2) employees have the same "first working day" so that their seniority would commence at the same time, their order of seniority shall be determined by lot. Once the determination is made by lot such determination shall establish their position for seniority purposes for the balance of their employment. Tenured employees shall be considered more senior to non-tenured employees having identical seniority as defined by this Agreement.
6. Seniority shall be determined on the basis of the school year or the number of days worked if less than one school year. An employee who worked more than the normal school year shall not be credited with any more seniority than an employee who works the normal school year.
7. During the first week of January 2012, the District shall post a preliminary seniority list. Employees shall have 2 months from that posting date to review and correct any inaccuracies. After that time, the list shall be considered final, absent extenuating circumstances. Thereafter, the annual posting of the list shall be by the second week of September.
8. An employee whose service is involuntarily interrupted or interrupted by an approved leave of absence shall continue to accrue seniority during such interruption for the purpose of computing seniority for suspension and recall purposes.

Article IV

EMPLOYEE RIGHTS

- A. Upon prior request given not less than twenty-four (24) hours in advance of review, a teacher shall have the right to review the contents of his personnel file, in the presence of a representative of the Employer. An employee shall be entitled to have a representative of the Association accompany him during such review. Such request shall be made through the Superintendent's Office. Such review shall be made at a time mutually convenient to the employee and the Superintendent (or his designee). The Employer agrees to make copies of any material in the personnel file upon request by the employee; the cost of said copies shall be borne by the employee.
- B. No employee shall be reprimanded in writing without justifiable reason.

C. Any complaint as hereinafter defined as a complaint made against a teacher by any parent, student or other person shall be reported to the subject teacher in writing promptly. A “complaint” shall be an adverse criticism of a teacher communicated to any member of the administration which is either submitted in writing, or if unwritten is of such character as to be further investigated or otherwise pursued by the administration. The subject teacher shall have the right to meet with his supervisor to discuss the complaint. The subject teacher shall have the right to be represented by the Association at any meeting concerning such complaint.

D. A committee (not to exceed 10 people total) shall be established to address professional employees’ concerns relating to work-related health and safety issues, including without limitation concerns relating to security, personal safety, District crisis plans, air quality, physical plant issues and similar issues. Membership on the committee shall consist of an equal number of management members appointed by the Cumberland Valley School District Administration and of bargaining unit members to be appointed by the Cumberland Valley Education Association. This committee shall meet a minimum of two (2) times per year to address health and safety issues and to make policy recommendations to the Board of School Directors. More frequent meetings may be called as necessary for the purpose of addressing immediate health and safety issues in a timely manner.

Article V

TEACHING HOURS

A. HOURS

1. Each teacher is required to be in the building or buildings to which he is assigned not more than a total of eight (8) hours per day.

B. SERVICES OUTSIDE THE SCHOOL DAY

1. The Employer may engage the services of individual professional employees outside the contract day or between regular school terms to voluntarily participate in educational concern of the Cumberland Valley School District, including in-service and/or professional development type programs, curriculum rewrites, and curriculum development procedures. Employees shall be entitled to compensation for such service at the rate of thirty-eight dollars (\$38.00) per hour of service.
2. For all employees who work an extended contract (for example: Guidance, Occupational Therapists, Behavioral Specialists, Physical Therapists, Nurses (certified and registered) Psychologists and Department Chairs) such extended contracts shall continue to be paid at the employee’s per diem rate.

Article VI

LEAVES OF ABSENCE

A. ILLNESS OR DISABILITY LEAVE:

1. Sick leave shall be accrued at the rate of ten (10) days per school year. Any unused portion of the previously mentioned ten (10) days absence period of accrued sick leave shall be cumulative from year to year in the school district of current employment or its predecessors without limitation. All or any part of such accumulated unused leave may be taken with full pay in any one or more school years.

2. Any employee may use if available, up to five (5) sick days annually to assist his/her immediate family members (father, mother, sister, brother, children, spouse, or any person with whom said employee currently makes his home) when they are ill. The employee must so indicate family illness when reporting off for this reason.
3. A professional employee who is unable to perform his duties because of illness or disability and who has exhausted all sick leave available shall be granted a leave of absence without pay for the duration of such illness or disability up to one calendar year, and upon written request the leave may be renewed at the discretion of the Employer. Upon return to the classroom the employee shall be entitled to a position similar to the one (s)he left.

B. CHILDREARING LEAVE:

1. A professional employee shall be entitled to childrearing leave without pay for a period not exceeding one (1) year from the date of the of the child's birth or acceptance of an adoptive child. The employee's one (1) year of childrearing leave entitlement shall be inclusive of any amount of paid sick or other leave taken during the relevant one-year period following the birth or adoption of the child. The employee shall request such leave in writing to the Superintendent not less than sixty (60) days in advance of the effective date of the leave of absence. The employee's position or one equivalent to it shall be held open during the period of childrearing leave. The employee must confirm in writing the employee's intention to resume employment by giving at least sixty (60) days' notice prior to the employee's scheduled return. If the employee fails to give such notice, the employee shall be deemed to have waived the right to resume employment and the employee's status as Employee shall be terminated. In the event a childrearing leave is to end near the end of a school term, the School District shall consider an employee's request to return. Consistent with the Special Rules for Instructional Employees set forth in Family and Medical Leave Act of 1993, ("FMLA") as amended, and its implementing regulations at 29 C.F.R. 825.602 the District shall have the right to require the employee to remain on leave until the end of the school term. During childrearing leave, the Employee shall retain the employee's unused sick leave, shall retain the employee's credits toward sabbatical leave, and shall retain credit for past service on the employee's rating card.
2. Upon return to employment following a childrearing leave, the employee will advance on the salary schedule in the same manner as other bargaining unit members, provided the employee was employed at least half of the contracted days during the school year prior to commencement of childrearing leave.
3. An employee who has completed a minimum of five (5) years of service in the Cumberland Valley School District shall be entitled to the medical and hospitalization insurance coverage as provided in Article VII hereinbelow while the employee is on such childrearing leave of absence.
4. Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom, shall be considered to be temporary disabilities. When documented by appropriate medical report, the professional employee shall be entitled to sick leave pursuant to the Public School Code of 1949, as amended.
5. To the extent that any part of the foregoing childrearing leave is at variance with the lawfully promulgated Rules and Regulations of the Pennsylvania Human Relations Commission the same shall not be enforced but shall be interpreted and enforced in compliance with such Rules and Regulations, as the same may be adopted from time to time. Childrearing leave shall be equally available to natural and adoptive parents of an infant child.

C. PERSONAL AND PROFESSIONAL LEAVE:

1. During each school year within the term of this Agreement, each full time professional employee is entitled to three (3) personal leave days with pay each year cumulative to a maximum of six (6) days. Personal and

professional leave shall not be used during the first five (5) and last five (5) days of the student school year except at the sole discretion of the Superintendent on a case by case basis. Prior notification of intention to use said personal leave days shall be submitted in writing so that proper records can be maintained. An employee who has accumulated a maximum of six (6) personal leave days at the end of any school year shall automatically have a maximum of three (3) such personal leave days transferred and added to his or her sick leave as additional sick leave days.

2. Requests for attendance at professional meetings shall be submitted to the Superintendent for approval. This determination shall be made after consultation with the building principal, department supervisor and outline of the benefits that will accrue to the Cumberland Valley School District by such visitation.

D. JURY/WITNESS LEAVE:

1. A member of the bargaining unit who is summoned for jury duty, to give testimony on behalf of the school district, or to testify in cases related to their employment shall make a request for a leave of absence within a reasonable period of time after receipt of notice of such service. Such leave shall be granted with pay upon proper application and receipt of applicable documentation.
2. A member granted leave for jury duty, to give testimony on behalf of the school district or to testify in cases related to their employment, shall be paid his/her regular salary or per diem less the amount earned as a juror. Prior to receipt of payment the employee shall be required to present a statement issued and signed by the Clerk of Court stating the number of days the employee was on jury duty or giving testimony and the compensation paid.

E. BEREAVEMENT LEAVE:

1. Immediate Family: An employee shall be entitled to five (5) school days of leave of absence with pay because of the death of a member of the immediate family of such employee. An employee desiring such leave shall request the same through the Superintendent or his designee. The term "member of immediate family" is defined to include the employee's father, mother, brother, sister, son, daughter, spouse, grandchild, or any person with whom said employee has made his home at the time of said death.
2. Near Relative: An employee shall be entitled to three (3) school days of leave of absence with pay because of the death of a near relative of such employee. An employee desiring such leave shall request the same through the Superintendent or his designee. Such leave of absence shall include the day of the funeral of the near relative. The term "near relative" is defined to include the employee's grandparent, brother-in-law and sister-in-law, parent-in-law, son-in-law or daughter-in-law.
3. Other Relative: An employee shall be entitled to one (1) day leave of absence with pay on the day of the funeral because of the death of the employee's first cousin, aunt, uncle, niece or nephew. An employee desiring such leave shall request the same through the Superintendent or his/her designee.
4. Extended Travel: In the event that an employee is entitled to bereavement leave under Sections 2 or 3 above, and providing that this leave is because of the death of a relative of the employee described in Sections 2 or 3, and providing that extended travel of 400 miles or more round trip is necessary, and providing such leave shall be requested in advance, the employee shall be entitled to one (1) additional consecutive day of absence with pay.

F. SABBATICAL LEAVE AND LEAVE OF ABSENCE FOR PROFESSIONAL DEVELOPMENT:

1. Sabbatical leave of absence and a leave of absence for professional development shall be granted as provided in the Public School Code of 1949, as amended, subject to the following additional limitations:
 - a. Leave for the purpose of professional development shall be granted for either (1) one-half school term at seventy-five per centum (75%) of full pay or (2) two [2] one-half school terms at one-half pay, at the option of the employee.
 - b. Course work taken during the one-half school term leave of absence for professional development will be scheduled over a minimum time period of twelve (12) weeks.
 - c. PLS (Performance Learning Systems) courses shall not qualify as meeting the leave of absence for professional development credit requirements.
 - d. After an employee completes a one-half school term leave of absence for professional development at the rate of pay as provided above, the employee will be eligible to be considered for another one-half school term leave of absence for professional development at the same rate of pay after the completion of ten (10) additional years of service following the leave.

Article VII

EMPLOYEE WAGES AND SUPPLEMENTAL FINANCIAL BENEFITS

A. SALARIES:

1. The parties agree that the annual salaries to be effected by this agreement for the years commencing July 1, 2018, July 1, 2019 and July 1, 2020 are set forth in a certain set of Salary Schedules marked Appendix "A" attached hereto and made a part hereof. In the 2018-2019 school year, employees will not advance a step on the salary schedule (as indicated in the step placement chart also found in Appendix "A"). Step movement will occur in 2019-2020 and 2020-2021.
2. The teacher's annual salary is based upon the regular school year of 191 days. Each new teacher will be required to work five (5) additional days during the employee's first year of employment by the employer and may be required to work up to five (5) additional days during the employee's second year of employment by the employer. Employees required to work these days under this provision will be compensated at their per diem rate for each additional day worked.
3. Upon receiving an advanced degree or sufficient credits to warrant a salary adjustment under the Salary Schedule herein, an employee shall begin to receive the appropriate salary adjustment within three (3) weeks after the filing of the required documentation of such advanced degree or credits with the Employer.
4. Annual salaries shall be paid to employees from September through August in twenty-six (26) bi-weekly installments; however, an employee shall have the option to receive all monies due him for the months of June, July and August in a lump-sum at the close of the school year in June. Before the beginning of the school year, employees must make an irrevocable election regarding whether to be paid over twenty-six 26 bi-weekly pays or to receive their summer pay in the form of a lump sum payment. This decision is irrevocable for any particular

school year, and may not be changed or withdrawn after the beginning of the school year. Notice of a change must be made prior to the beginning of any school year. This section shall be administered in accordance with current regulations under Section 409A of the Internal Revenue Code.

5. Registered nurses will be placed on the salary schedule and will be compensated as set forth in a certain Salary Schedule marked Appendix "A" attached hereto and made a part hereof. Each employee will be given credit for years of experience to determine placement on the salary schedule.

6. Direct deposit of payroll at a bank or financial institution designated by the employee will be mandatory for all employees unless they can provide written documentation from a financial institution of their inability to secure banking services. Employees who have direct deposit will be required to obtain a copy of their pay stub via the e-pay stub website. Employees shall be permitted to access the e-pay web site and print copies of such information using District equipment.

B. MEDICAL/HOSPITALIZATION INSURANCE:

1. Each full time employee shall have the privilege of medical coverage and the ability to elect coverage for his/her spouse and children. Medical insurance coverage as provided by an insurer or insurers selected by the employer, shall be equivalent in benefits and similar in billing processes as provided under the group programs as defined in the prior Agreement between the Cumberland Valley Education Association and the Cumberland Valley School District. In addition to the Employer's obligation to pay the premium cost of the coverage attributable to the individual employee, the Employer shall pay the premium cost attributable to such family-dependent coverage subject to employee contributions as set forth herein.

The employer will offer a PPO with a Health Reimbursement Account (HRA) Hospitalization and Medical insurance program and provide a pharmacy benefit as described below by an insurer or insurers selected by the employer. The PPO with a HRA effective on January 1, 2015, shall include an in-network deductible of \$1,000/\$2,000. The employee shall only be responsible for the first \$500/\$1,000 of the deductible. After that responsibility has been met, the District shall pay the remaining deductible expense via the HRA.

Doctor visit and specialist visit copays shall be \$15, urgent care copays shall be \$35 and emergency room copays shall be \$100 (waived if admitted).

Pharmacy benefit will be as described below:

All Prescription drugs shall require a mandatory soft generic, quantity level limits, prior authorization action, step therapy and have no deductible

Retail costs for a 30 day supply shall be:

\$5 - generic

\$20 - brand formulary

\$30 - brand non-formulary

Mail order costs for a 90 day supply shall be:

\$10 - generic

\$30 - brand formulary

\$45 - brand non-formulary

See Appendix “H” for additional detail regarding the PPO plan design.

2. Employee Contributions to Medical Plans:

The employer will implement an IRS Section 125 Plan to allow the applicable employee participation payment to be deemed a pre-tax deduction. As a result of changes to regulations governing Section 125 unreimbursed medical FSA plans under the Internal Revenue Code, the plan document will be modified to permit \$500 of unused health FSA amounts remaining at the end of a plan year to be paid or reimbursed to plan participants for qualified medical expenses incurred during the following plan year.

	Wellness Plan Participant	Non-Wellness Plan Participant
January 1 thru December 31, 2018	13.50%	16.50%
January 1 thru December 31, 2019	13.50%	16.50%
January 1 thru December 31, 2020	13.75%	16.75%
January 1 thru December 31, 2021	14.00%	17.00%

Employees are strongly encouraged to participate in the district’s wellness plan. If an employee does not participate in the wellness plan, s/he will be required to pay the above listed higher premium amount during the following year. If at any time a non-participating employee and spouse begins to participate and meets the requirements for that year, s/he shall pay the premium rate for the following year as a wellness plan participant. In the years in which the employee and his/her spouse are both required to participate, both must participate in the requirements of the wellness program in order to not be penalized by the higher premium contribution. The requirements of the wellness plans shall be:

Employees and spouses covered by the insurance plan are required to complete one primary care physician visit (annual physical) per year. Both the employee and covered spouses must also certify preventative care compliance (a. PSA (men only), b. colonoscopy, c. pap smear (women only), d. mammogram (women only) e. dental visits). In addition, both employee and covered spouse must sign a tobacco affidavit certifying tobacco user/non-tobacco user. If the employee and/or spouse are a user of tobacco, s/he must successfully complete a tobacco cessation program.

3. Employees can opt to discontinue coverage and receive 30% of the annual premium savings. Those opting out must present proof of alternate coverage to the District. Those who opt out will receive the buyout amount in two (2) checks (December, June). Those employees may rejoin if necessary with proof of a qualifying event resulting with the loss of alternate coverage. There shall be no entitlement to a further buyout if the employee rejoins the District’s coverage. Couples who are currently receiving the buy-out for dual health care coverage will be grandfathered and shall continue to receive the buy-out per the 2004-2007 collective bargaining agreement. Couples hired (or who become married) and moving forward, shall not be eligible to receive the opt-out payment hereafter.

4. The spouses of employees newly hired by the District after January 1, 2014 will have limited access to medical benefits. For such new employees, the District will not provide medical coverage for spouses who work for and are entitled to receive benefits from any of the following entities:

- a. Federal Government
- b. Commonwealth of Pennsylvania
- c. County and Local Government
- d. Public School Districts, charter and cyber schools.

If a newly hired employee's spouse is employed but not benefit eligible, they must provide confirmation from the spouse's employer.

5. Exploratory Qualified High Deductible Health Plan (QHDHP) Committee: The Employer and the Association will establish a joint committee for the purpose of exploring, researching and becoming educated about the fundamentals and concepts of a QHDHP with a Health Savings Account (HSA). The parties shall each appoint no more than three (3) committee members. Meetings are to be held during the work day and no employees shall lose time or pay as a result of attending meetings. The committee will consider various elements of a QHDHP with HSA including but not necessarily limited to deductible levels, District funding of deductible levels, premium costs, plan design, etc. If the committee is able to reach consensus on the components of a QHDHP with HSA by July 2019 and both parties desire to make a recommendation for their respective constituents to consider such, the parties may subsequently meet with their constituents to allow an opportunity for them to vote on whether or not such a plan will be offered as an optional health insurance plan beginning January 2020.

C. VISION CARE INSURANCE:

1. The Employer shall pay the entire premium cost attributable to each employee for vision care insurance as selected by Employer. Vision insurance coverage as provided by an insurer or insurers selected by the employer, shall be equivalent in benefits and similar in billing processes as provided under the group programs as defined in the prior Agreement between the Cumberland Valley Education Association and the Cumberland Valley School District.

2. Each employee shall have the privilege of electing to have family-dependent coverage for his spouse and children under the vision care insurance provisions mentioned in Paragraph 1 immediately above as the same is available through said insurer or insurers. In addition to the Employer's obligation to pay the premium cost for the coverage attributable to the individual employee under Paragraph 1 immediately above, the Employer shall pay the premium cost attributable to such family-dependent coverage.

D. DENTAL CARE INSURANCE:

1. The Employer shall pay the entire premium cost attributable to each employee for dental care insurance as selected by Employer. Dental insurance coverage as provided by an insurer or insurers selected by the employer, shall be equivalent in benefits and similar in billing processes as provided under the group programs as defined in the prior Agreement between the Cumberland Valley Education Association and the Cumberland Valley School District. The coverage shall include the following additional matter:

- (a) Major restorative at 50%-50% shared cost.
- (b) Denture relining.

2. Each employee shall have the privilege of electing to have family-dependent coverage for his spouse and children under the dental insurance provisions mentioned in Paragraph 1 immediately above as the same is available through said insurer or insurers. In addition to the Employer's obligation to pay the premium cost for the coverage attributable to the individual employee under Paragraph 1 immediately above, the Employer shall pay the premium cost attributable to such family-dependent coverage.

E. GROUP LIFE INSURANCE:

1. The Employer shall pay the premium cost of individual life insurance coverage for each medically acceptable employee as determined by the insurance company under a group life insurance program selected by the Employer whereby each such employee shall be entitled to death benefits in an amount equal to the employee's annual salary rounded off to the nearest thousand dollars but in no event to be less than Thirty Thousand (\$30,000) Dollars nor exceed a maximum of Fifty Thousand (\$50,000) Dollars.

F. LONGEVITY INCREMENTS:

1. Employer agrees to pay to each employee who has been credited with completion of not less than five (5) years of service as of July 1, 2018 as additional salary a longevity increment based upon the schedule attached hereto marked Appendix "B" and incorporated herein by reference thereto.

2. The term "year of service" shall be construed to mean the duration of employment in the Cumberland Valley School District as a professional employee.

3. The term "longevity increment" shall be construed to mean the amount of money shown on Appendix "B" to be paid in each respective and designated year of the effective life of this agreement determined by the number of years of service completed by an employee as of June 30 of the year preceding the year of increment. Such increment shall not be deemed to increase or modify the salaries as provided in Article VII, D, Appendix "A", nor shall said increments be cumulative. It is intended that the increment is a one-time annual element of wages which shall terminate upon each annual payment thereof.

G. ADDITIONAL COMPENSATION UPON RETIREMENT, DEATH OR TERMINATION:

1. Upon retirement, a full time employee having served the Cumberland Valley School District for a period of at least ten (10) years shall be entitled to additional compensation computed by multiplying two-third of the number of such employee's unused accumulated sick leave days (but not to exceed 200 days) by the per diem rate of \$120.00.

2. In the event of death of a full time employee, a payment shall be made to his or her beneficiary in an amount computed by multiplying the number of such deceased employee's unused accumulated sick leave days (not to exceed 130 days) by the per diem rate paid substitute teachers at the time of said employee's death.

3. In the event that any employee with at least ten (10) years employment with the Cumberland Valley School District terminates his or her employment for any other reason, such employee shall be entitled to additional compensation in the form of a single cash payment computed by multiplying one-third of the number of such employee's unused accumulated sick leave and personal leave days (not to exceed 130 days) by one hundred dollars (\$100.00).

4. In order to qualify for any benefits under this Section G, the employee must give not less than 120 days written notice of his/her retirement or voluntary termination. An employee shall have thirty (30) days from the date the written notice was submitted, to advise the Board, in writing, of his/her intention to rescind his/her retirement or voluntary termination. The Board shall accept an employee's rescission of his/her retirement or voluntary termination so long as the employee complied with the conditions set forth above. The Superintendent, in his/her sole discretion, and on a non-precedential basis, can waive the 120 day written notification requirement above and deem an employee qualified for benefits under this Section G.

5. All payments to eligible employees under Article VII, Section G shall be made as a non-elective Employer contribution into a 403(b) or other appropriate tax sheltered account in lieu of cash payments.

H. EARLY RETIREMENT INCENTIVE:

1. A full-time professional employee shall be eligible to participate in the voluntary early retirement incentive plan (ERIP) and to receive the benefit provided by the plan if the following eligibility criteria are met:

a. The applicant must have a minimum of thirty (30) years of service under the Public School Employees Retirement System and 15 years of service in Cumberland Valley Area School District.

b. In any year, the applicant shall deliver to the District a letter of retirement no later than January 5.

c. Retirement shall be defined as the withdrawal from active service on a superannuation or early retirement basis and the drawing of an annuity from PSERS. The term retirement, for purposes of this resolution, shall not include disability retirement.

d. The benefit under this plan will be an incentive cash payment in the total amount of fifteen thousand dollars (\$15,000) payable in the month of June of the year of retirement. If the retiree dies prior to receiving the amount payable under this provision, the remaining amount will be paid to his/her estate. All payments under Article VII Section H shall be made as a non-elective Employer contribution into a 403(b) a district tax sheltered account in lieu of cash payments.

e. While this plan contains specific requirements and deadlines, the Superintendent, with the concurrence of the Board, may waive strict enforcement of the notification requirement on a case-by-case basis in the interest of the District without creating a precedent or establishing a practice governing any future case. The Superintendent shall not have the authority, however, to waive the termination date of the plan as set forth in paragraph g, below.

f. It is understood and agreed that this retirement incentive shall expire and become null and void June 28, 2021.

I. AUTOMOBILE MILEAGE ALLOWANCE:

1. An employee who operated his private automobile in the performance of his professional duties or on official business of the District and provided such business and the approximate anticipated mileage shall be approved by the employee's principal, shall be reimbursed a mileage allowance at the rate per actual mile as published by Internal Revenue Service as the allowed standard flat rate for personal income tax deduction purposes. In the event that Internal Revenue Service discontinues such publication or the allowed standard flat rate deduction is terminated, the rate shall be the last rate allowed by the IRS.

J. QUALIFIED EXTRA-CREDIT REIMBURSEMENT:

1. The Employer agrees to reimburse employee for actual tuition expense incurred by the employee for graduate educational courses on the terms and within the following limitations:

- a. The employee must have academic credentials of at least a Bachelor's Degree.
- b. Employees wishing to be reimbursed for courses and credits must obtain approval from the Superintendent in advance of the start of the course and must be (1) college or university credits in the employee's field of certification, or (2) credits earned in a higher degree or certification program acceptable to the Pennsylvania Department of Education, or (3) courses meeting the criteria for approval under subsections g(1), g(2) or g(3) of this article. The Superintendent shall have the discretion, on a case by case basis, to waive the requirement for course approval to occur prior to the start of the course. Employees must resubmit and obtain the Superintendent's approval in cases where preapproved courses and credits are changed by college or university officials prior to the completion of the course.
- c. An employee newly employed by the Cumberland Valley School District must commence the course for which he/she seeks reimbursement subsequent to beginning his/her actual classroom teaching services.
- d. All employees hired after June 28, 2018 will be subject to an 84-credit cap during the lifetime of their employment with Cumberland Valley School District.
- e. The course must be completed successfully with an earned grade of at least a "B."
- f. Responsibility for course and credit pre-approval as well as submitting to the Superintendent necessary documentation for course and credit completion rests with the employee.
- g. No reimbursement will be paid for credits earned in excess of four (4) credits per semester or trimester during any one academic year of this School District; except, however, if any one course exceeds the foregoing four (4) credits by reason of college or university requirements, in that additional credits are required as a condition of enrollment in order to remain matriculated in program, reimbursement will be allowed to a maximum of six (6) credits per semester. The employee shall have the responsibility of establishing the basis for the foregoing exception.
- h. Reimbursement for actual tuition cost shall be paid to the employee subject to the following limitations:
 - (1) The maximum per credit reimbursement for each credit within a Master's Degree program, other approved advanced degree program or accredited college or university credits in an employee's field of certification and assignment completed with a grade of "A" or "B" or "PASS" where PASS-FAIL is mandatory, shall be ninety percent (90%) of the amount charged per credit by Penn State University at the time the course was taken.
 - (2) The maximum reimbursement for courses that are not within a Master's Degree program, or other approved advanced degree program or certification program, or "PASS" where PASS/FAIL is optional shall be seventy percent (70%) of the amount charged per credit by Penn State University at the time the course was taken.

(3) The employee shall only be entitled to reimbursement once per year for any three-credit course of instruction being one (1) week or less in duration.

(4) The employee shall not receive reimbursement for any correspondence, audio tape, and/or video tape courses, except as follows:

- The restrictions on correspondence, audio tape and/or video tape courses do not apply if the courses are offered as part of a Master's degree program or other approved advanced degree program in which the employee is enrolled.

i. Payment of reimbursement will be made only upon receipt by the Employer of the employee's grade record. The reimbursement will be paid only during the months of August, October, January or June following the presentation of the employee's grade record.

j. Reimbursements made hereunder shall not become a part of the employee's salary.

k. The employee must remain employed by the District for a minimum period of one (1) year following completion of the course. Failure to remain for one full year will result in repayment of the reimbursement to the District from any funds otherwise due the employee from the District. Employees leaving the employment of the District for purposes of retirement, disability, suspension, or termination by the Employer are excluded from this requirement

K. SPECIAL INSTRUCTIONAL SERVICES COMPENSATION:

1. HOMEBOUND INSTRUCTION PROGRAM

a. A teacher employed in the homebound instruction program shall be paid for actual instruction time at the rate of thirty dollars (\$30.00) per hour.

2. INDIVIDUALIZED EDUCATION PROGRAM ("IEP"/"GIEP") DEVELOPMENT COMPENSATION

a. The term "employee" as used in this Section J2 shall mean and be limited to special and gifted support education teachers.

b. An employee's participation in conceiving, developing, drafting and administering individualized education programs (IEP's/GIEP's) beyond the employee's regular work day shall be voluntary.

c. If a special education teacher or a gifted support teacher participates in such IEP/GIEP program beyond his or her regular work day, the teacher shall be entitled to a maximum of \$800.00 per school year (regardless of the number of hours of participation) payable no later than the last payment of salary for the school year in which earned, provided all special education documents have been completed in accordance with all Chapter 14/Chapter 16 requirements and procedural timelines. A special education or gifted support teacher who is approved by the School Board for a medical or childrearing leave shall receive a prorated IEP or GIEP payment to reflect the percentage of IEPs/GIEPs written by the teacher in the contracted teacher school year based upon the teacher's caseload.

3. INDUCTION PROGRAM MENTOR COMPENSATION

- a. A teacher designated and employed in the capacity of Mentor in the District's Induction Program as filed with the Pennsylvania Department of Education shall be entitled to compensation for such service at the rate of thirty dollars (\$30.00) per hour of service.
- b. The maximum hours of service shall be limited to thirty (30) hours per semester, or fifty-five (55) hours per school year, whichever is less.
- c. The compensation earned in said Induction Program shall be paid at the end of the semester in which the services were rendered.

L. INTRA-STAFF SUBSTITUTION HONORARIUM:

1. A full time teacher required to substitute for another teacher during the former's preparation period shall receive an hourly honorarium prorated over the amount of actual time of substitution at the rate of forty dollars (\$40.00) per hour.

The foregoing provision for payment of honorarium shall not apply to substitutions occasioned by District curriculum development meetings provided that such meetings shall not exceed a frequency of one (1) substitution per month per individual teacher; any curriculum meetings in excess of the foregoing shall be held with the consents of the subject teacher, the substituting teacher and the Employer.

M. EXTRA-DUTY COMPENSATION:

1. The compensation level for extra-duty positions for the 2018-2019, 2019-2020 and 2020-2021 school years shall be increased by the Consumer Price Index (CPI-U) for all urban consumers (Northeast Region) as published HALF 1 respectively in each year of this agreement.
2. Evaluation. Employees serving in extra-duty positions who are evaluated shall be rated satisfactory or unsatisfactory. The evaluation of employees serving in extra-duty positions shall be conducted openly and with full knowledge of the employee being evaluated. When deficiencies are observed in employee performance, said deficiencies should be brought to the attention of the employee in writing, and discussed, along with specific recommendations for improvement. The employee should be given a reasonable amount of time to correct cited deficiencies in the performance of his/her extra duty responsibilities. Should the employee fail to correct the cited deficiencies, he/she should be given a written warning of the possible or probable consequences, i.e. disciplinary action or discharge. Should the employee continue to perform in an unsatisfactory manner, said unsatisfactory performance should be specified in his/her formal evaluation. Such staff member shall have the right to be represented by the Association at any meeting concerning a complaint in relationship to extra-duty assignment.
3. Unless it is mutually deemed unnecessary by the parties, a joint committee will meet at least once during the term of the Agreement for the purpose of reviewing extra-duty positions with the District.

EXTRA DUTY ATHLETIC POSITIONS AND STIPENDS – NEWLY EMPLOYED

- a. Individuals newly employed in one of the positions identified on APPENDIX "D"- Athletic Contracts by Range will be paid at the level identified on APPENDIX "E"- Athletic Range Placement at the first step of the range

unless an advanced point of entry is mutually agreed upon between the individual and the Employer. Such advanced point of entry is not subject to grievance/arbitration under the Collective Bargaining Agreement.

- b. Once placed on the schedule if rehired in subsequent years for the same position, the individual will receive stipend increases equal to the Consumer Price Index (CPI-U) for all urban consumers (Northeast Region) in each subsequent year.

COMPENSATION FOR EXTENDED SEASONS

- a. If a season is extended due to participation in playoffs or similar post-season endeavor that requires specific qualification or invitation for such appearance, the individuals employed for Extra Duty Positions will receive additional compensation.
- b. The season shall be considered extended as follows, pending approval by the administration, and include:
 - After the Mid-Penn Conference Meet for Track, Swimming, and Tennis.
 - After the District Meet for Cross Country
 - After the Chapter Competition for Marching Band
 - After the Sectionals for Wrestling
 - Qualifying for District Playoffs for Football (to include Marching Band), Field Hockey, Golf, and Basketball.
 - After last regularly scheduled game for Baseball, Soccer, Volleyball, Water Polo, and Softball
- c. Individuals will be reimbursed per diem according to the following formula:
Salary / Number of practice days and game days* = per diem.
(*) The number used for calculation shall be understood to include the first legal practice date through the last day of the regular season, excluding Saturdays, Sundays, and holidays.

EXTRA DUTY ACTIVITIES POSITIONS AND STIPENDS – NEWLY EMPLOYED

- a. Individuals newly employed in one of the positions identified on APPENDIX “F”- Activity Contracts by Range will be paid at the level identified on APPENDIX “G”- Activity Range Placement at the first step of the range unless an advanced point of entry is mutually agreed upon between the individual and the Employer. Such advanced point of entry is not subject to grievance/arbitration under the Collective Bargaining Agreement.
- b. Once placed on the schedule if rehired in subsequent years for the same position, the individual will receive stipend increases equal to the Consumer Price Index (CPI-U) for all urban consumers (Northeast Region) in each subsequent year.

EXTRA DUTY COMMITTEE

- a. An Extra Duty Committee comprised of the Athletic Director, two (2) individuals appointed by the school board (either board members or the Superintendent or designee), and two (2) individuals appointed by the Association president shall meet annually, commencing no later than May of each year of this agreement, to review and make recommendations for revision to the system of financial compensation for the Extra Duty contracts in place during the current school year. This annual review shall include an opportunity for the Association to present ideas and to have an exchange with The Extra Duty Committee with the understanding that the Association’s approval and ratification is

not required. Any modifications in the point tables or stipend schedules will be acted on by the Employer and the Association in time for the annual budget process of the Employer.

b. Any recommendations from the Committee must be accepted by both the Association and the Employer. If a plan is not completed and accepted by June 30, all individuals will receive compensation as outlined in the appropriate appended table.

c. Unless it is mutually deemed unnecessary by the parties, a joint committee will meet at least once during the term of the Agreement for the purpose of reviewing extra-duty positions with the District.

SCHEDULING AND PAYMENT

a. To the extent activities are conducted during school hours, there shall be no extracurricular salary paid. Scheduling of activities shall remain the prerogative of the Employer.

b. The Employer will pay one-half (1/2) of the salary on the regular pay date which most closely approximates the middle of the activity period and the remaining one-half (1/2) on the regular pay date following completion of the employees' activities at the end of the activity period.

c. Individuals employed for a fraction of the normal season will be paid on a pro-rated per-diem basis.

NO GRIEVANCE/ARBITRATION PROCESS

Except as provided for grievance/arbitration of salary disputes, extra duty positions identified in Tables 1B and 2B are supplemental positions not part of the Collective Bargaining Agreement covering the professional employees of the District and the grievance/arbitration procedures of the Collective Bargaining Agreement do not apply. Any dispute related to the performance of duties of any position identified in APPENDIX "D through G" including termination/discipline during the annual term or failure to appoint or reappoint, and related to the elimination, addition, or modification of any extra duty position between annual terms is not subject to grievance/arbitration.

N. NATIONAL BOARD CERTIFICATION

1. Bargaining unit members who attain "National Board Certification" status, as defined by the National Board for Professional Teaching Standards, shall be reimbursed in the year such status is first awarded a maximum of twenty three hundred dollars (\$2,300.00) for expenses incurred in the process of receiving this certification. In each subsequent year, bargaining unit members who earn and maintain "National Board Certification" shall receive a salary stipend of two thousand dollars (\$2,000.00) each year in addition to their salary as set forth on the salary schedule attached as Appendix "A". The two thousand dollars (\$2,000.00) annual stipend shall not compound with the annual base salary increases but will be considered part of salary for retirement contributions and withholdings.

O. EMPLOYEE EVALUATION

All bargaining unit members shall be subject to evaluation pursuant to current state regulations or any amendments thereto.

1. A pre-observation meeting for the formal observation will be held with the evaluator and the educator. This pre-observation meeting shall occur with at least a 5 teacher-work day notice to provide said educator time to produce and gather artifacts for the pre-observation. Before the conclusion of said meeting, a formal observation date shall be set.

2. A post-observation meeting shall occur no later than 15 teacher-work days following the formal observation.
3. Any employees evaluated by a formal observation shall be given a personal copy and/or access of the formal observation evaluation report prepared by the evaluator. No such report shall be placed in the employee's file or otherwise acted upon without first holding the post-observation meeting and, if appropriate under the circumstances, offering suggestions for improvement in the employee's work performance.
4. No employee shall be required to sign an incomplete evaluation form. No formal observations will take place the first 5 student days or the last 5 student days of school. These observations shall also not occur the day before or the day after a holiday unless:
 - a. an informal observation by an administrator leads to concerns that warrant a formal observation during these stated precluded times;
 - b. at the invitation of the teacher.
5. Employees shall be trained on the new evaluation system. Employees shall be rated only by persons authorized by applicable law to do so.
6. Informal and/or walk-through observations may occur at any time.
7. The Professional Education Committee (PEC) shall be established composed of members selected by CVEA leadership (bargaining unit members) and representatives selected by the district superintendent.
 - a. Procedures and guidelines for implementation of mandates shall be reviewed by the PEC and shared with the leadership of CVEA.
 - b. The PEC will discuss Student Learning Objectives annually as part of professional development.

Article VIII

RIGHT TO MAKE DISCRETIONARY AWARDS

A. The Employer shall not be prohibited from offering to any employee an award as recognition of performance or extra effort, provided that such award satisfies all federal and state requirements, if any, and that said award be at the sole discretion of the Employer.

Article IX

PRORATION OF BENEFITS FOR PART-TIME EMPLOYEES

The foregoing provisions of this agreement have been drafted for application to full-time employees. However, since the bargaining unit now contains part-time employees, it is agreed that all employee benefits herein otherwise applicable to part-time employees shall be reduced by pro-rata in proportion to the part-time employees' percentage of full-time service.

Administration of this article shall be in accordance with the District's policy concerning compensation of part-time employees. Where remuneration is defined as an hourly rate (dollars per hour), the amount earned will be the product of the hourly rate multiplied by the number of hours worked.

Article X

MEET AND DISCUSS COMMITTEE

A. There is hereby established a committee to be composed of fourteen (14) members, seven (7) of whom shall be appointed by the Board and seven (7) of whom shall be appointed by the Association, to consult and recommend on matters relating to the implementation of policy matters affecting wages, hours and terms and conditions of employment as well as the impact thereon as required by the Public Employe Relations Act.

B. Each party shall appoint a chairman who shall be a member of the committee. The identity of the chairman shall be disclosed by each party upon the appointment thereof. The identity of the committee members may change from time to time at the pleasure of the parties.

C. The committee shall meet regularly one time each month during the months of September through June of the school term. Said regular meetings shall be held after school hours at a time and place as agreed by the chairmen. Special meetings may be scheduled upon the agreement of the chairmen.

D. An agenda for each regular meeting shall be prepared by the chairmen for distribution to the committee members two (2) weeks prior to the meeting. An agenda for special meetings shall be similarly prepared and shall be distributed to the committee members as soon as possible after preparation.

Article XI

GRIEVANCE PROCEDURE

A. The parties agree that grievances as defined in Appendix "C" hereof shall be resolved in accordance with the procedure set forth in a certain Grievance Procedure marked Appendix "C", attached hereto and made a part hereof.

Article XII

SCOPE OF AGREEMENT

A. The parties agree that all negotiable items raised by the parties have been considered during the negotiations leading to this agreement and therefore, further agree the negotiations will not be reopened on any such item, whether contained herein or not, for the term of this agreement, except only upon the written mutual consent and agreement of both parties hereto.

This agreement shall not be modified in whole or in part except by an instrument in writing duly executed by the parties hereto.

Article XIII

TERM OF AGREEMENT

- A. This agreement shall become effective as of July 1, 2018 and shall continue in effect until June 30, 2021, or until such later time as the parties may hereafter agree in writing.
- B. This agreement shall not apply to former employees of this School District whose employment was terminated prior to the date hereof.

Article XIV

CONFORMITY TO LAW

A. It is the intention of the parties to have this agreement conform to all applicable law. If, however, any provision of this agreement shall be determined to be contrary to law, only that contrary portion shall not be applicable, performed or enforced, all other provisions of this agreement shall continue in effect.

B. References herein to statutes shall be construed to be those enactments as of the date of execution of this agreement first mentioned hereinabove.

IN WITNESS WHEREOF, the parties intending to be legally bound hereby, have caused these presents to be executed by their duly authorized officers the day and year first above written.

CUMBERLAND VALLEY SCHOOL DISTRICT

By

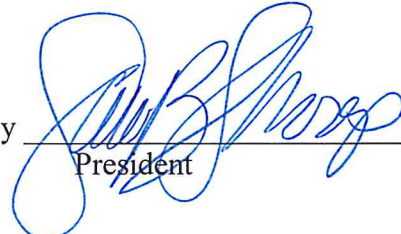

President of Board of School Directors

ATTEST:

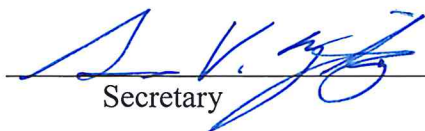

Secretary

CUMBERLAND VALLEY EDUCATION
ASSOCIATION


By


President

ATTEST:


Secretary

By


Negotiations Committee Chairperson

APPENDIX “A”

SALARY SCHEDULE

The Salary Schedule is incorporated into the foregoing Agreement pursuant to Article VII, Paragraph D.

1. **DEFINITIONS:** In construing this Salary Schedule, the following words and phrases shall have the meanings indicated below:

“Step” means the vertical level on the salary schedule based upon teaching experience.

“Base Salary” means an amount of annual salary expressed in terms of money attributable to the various Steps as set forth on Schedules on pages A-4 through A-7 attached hereinbelow.

“RN” refers to persons employed as registered nurses in the schools.

“Bachelor’s Degree” refers to employees having educational attainment less than a Master’s Degree.

“Master’s Degree” refers to employees having educational attainment of at least a Master’s Degree but less than fifteen graduate hours beyond a Master’s Degree.

“Master’s Degree + 15” (“M+15”) refers to employees having educational attainment of a Master’s Degree plus at least fifteen but less than thirty graduate credits, which credits must be in the teacher’s field of certification, in his present area of employment or towards an advanced degree. It shall be the responsibility of the teacher to provide necessary documentation to qualify for this compensation.

“Master’s Degree + 30” (“M+30”) refers to employees having educational attainment of a Master’s Degree plus at least thirty graduate credits but less than forty-five graduate credits, which credits must be in the teacher’s field of certification, in his present area of employment or towards an advanced degree. It shall be the responsibility of the teacher to provide necessary documentation to qualify for this compensation.

“Master’s Degree + 45” (“M+45”) refers to employees having educational attainment of a Master’s Degree plus at least forty-five graduate credits but less than sixty graduate credits, which credits must be in the teacher’s field of certification, in his present area of employment or towards an advanced degree. It shall be the responsibility of the teacher to provide necessary documentation to qualify for this compensation.

“Master’s Degree + 60” (“M+60”) refers to employees having educational attainment of a Master’s Degree plus at least sixty graduate credits, which credits must be in the teacher’s field of certification, in his present area of employment or towards an advanced degree. It shall be the responsibility of the teacher to provide necessary documentation to qualify for this compensation.

“Doctorate” refers to employees having educational attainment of a Doctor’s Degree.

2. **HORIZONTAL MOVEMENT ON SALARY SCHEDULE:** In addition, an employee can make a one time horizontal move on the salary schedule by taking 15 credits in areas that are related to their current teaching assignment. The courses are subject to pre-approval by the superintendent.

3. APPLICATION:

- a. As of July 1, 2018, July 1, 2019 and July 1, 2020 as appropriate, a certified teacher with no teaching experience shall be placed on Step 1 of the appropriate Schedule attached hereto as Appendix A at the time of employment, and shall move pursuant to the Salary Step Movement chart hereinbelow upon successful completion at least half of the contracted days.
- b. Upon the completion of at least half of the contracted days, employees shall move pursuant to the Salary Step Movement chart hereinbelow as of the first pay period of each school year.

APPENDIX “A”

Cumberland Valley Salary Schedule Step Movement Chart From Each Step in 2017-18 (Base Year) to Each Step in 2020-21

2017-2018 (Base Year)		2018-19	2018-19	2019-20	2019-20	2020-21	2020-21
Old Numbering System	Steps to the Top Step	Old Numbering System	Steps to the Top Step	Old Numbering System	Steps to the Top Step	Old Numbering System	Steps to the Top Step
						1	16
				1	16	2	15
		1	16	2	15	3	14
1	16	1	16	2	15	3	14
2	15	2	15	3	14	4	13
3	14	3	14	4	13	5	12
4	13	4	13	5	12	6	11
5	12	5	12	6	11	7	10
6	11	6	11	7	10	8	9
7	10	7	10	8	9	9	8
8	9	8	9	9	8	10	7
9	8	9	8	10	7	11	6
10	7	10	7	11	6	12	5
11	6	11	6	12	5	13	4
12	5	12	5	13	4	14	3
13	4	13	4	14	3	15	2
14	3	14	3	15	2	16	1
15	2	15	2	16	1	17	Top
16	1	16	1	17	Top	17	Top
17	Top	17	Top	17	Top	17	Top

To track your movement through the schedule forward the Top Step, find your step in the 2017-18 (Base Year) year and then move horizontally across the columns to see which steps you will move to.

APPENDIX “A”

CUMBERLAND VALLEY

2018-2019

Salary Schedule

From Top	Step	RN	B	M	M+15	M+30	M+45	M+60	PhD
16	1	\$35,544	\$48,044	\$49,694	\$50,611	\$51,528	\$52,445	\$53,362	\$54,279
15	2	\$36,944	\$49,444	\$51,094	\$52,011	\$52,928	\$53,845	\$54,762	\$55,679
14	3	\$38,344	\$50,844	\$52,494	\$53,411	\$54,328	\$55,245	\$56,162	\$57,079
13	4	\$39,744	\$52,244	\$53,894	\$54,811	\$55,728	\$56,645	\$57,562	\$58,479
12	5	\$41,144	\$53,644	\$55,294	\$56,211	\$57,128	\$58,045	\$58,962	\$59,879
11	6	\$42,544	\$55,044	\$56,694	\$57,611	\$58,528	\$59,445	\$60,362	\$61,279
10	7	\$43,944	\$56,444	\$58,094	\$59,011	\$59,928	\$60,845	\$61,762	\$62,679
9	8	\$45,344	\$57,844	\$59,494	\$60,411	\$61,328	\$62,245	\$63,162	\$64,079
8	9	\$46,744	\$59,244	\$60,894	\$61,811	\$62,728	\$63,645	\$64,562	\$65,479
7	10	\$48,144	\$60,644	\$62,294	\$63,211	\$64,128	\$65,045	\$65,962	\$66,879
6	11	\$49,544	\$62,044	\$63,694	\$64,611	\$65,528	\$66,445	\$67,362	\$68,279
5	12	\$50,944	\$63,444	\$65,094	\$66,011	\$66,928	\$67,845	\$68,762	\$69,679
4	13	\$52,344	\$64,844	\$66,494	\$67,411	\$68,328	\$69,245	\$70,162	\$71,079
3	14	\$53,744	\$66,244	\$67,894	\$68,811	\$69,728	\$70,645	\$71,562	\$72,479
2	15	\$55,144	\$67,644	\$69,294	\$70,211	\$71,128	\$72,045	\$72,962	\$73,879
1	16	\$56,544	\$69,044	\$70,694	\$71,611	\$72,528	\$73,445	\$74,362	\$75,279
Top	17	\$57,944	\$70,444	\$72,094	\$73,011	\$73,928	\$74,845	\$75,762	\$76,679

APPENDIX “A”

**CUMBERLAND VALLEY
2019-2020
Salary Schedule**

From Top	Step	RN	B	M	M+15	M+30	M+45	M+60	PhD
16	1	\$36,003	\$48,503	\$50,153	\$51,070	\$51,987	\$52,904	\$53,821	\$54,738
15	2	\$37,403	\$49,903	\$51,553	\$52,470	\$53,387	\$54,304	\$55,221	\$56,138
14	3	\$38,803	\$51,303	\$52,953	\$53,870	\$54,787	\$55,704	\$56,621	\$57,538
13	4	\$40,203	\$52,703	\$54,353	\$55,270	\$56,187	\$57,104	\$58,021	\$58,938
12	5	\$41,603	\$54,103	\$55,753	\$56,670	\$57,587	\$58,504	\$59,421	\$60,338
11	6	\$43,003	\$55,503	\$57,153	\$58,070	\$58,987	\$59,904	\$60,821	\$61,738
10	7	\$44,403	\$56,903	\$58,553	\$59,470	\$60,387	\$61,304	\$62,221	\$63,138
9	8	\$45,803	\$58,303	\$59,953	\$60,870	\$61,787	\$62,704	\$63,621	\$64,538
8	9	\$47,203	\$59,703	\$61,353	\$62,270	\$63,187	\$64,104	\$65,021	\$65,938
7	10	\$48,603	\$61,103	\$62,753	\$63,670	\$64,587	\$65,504	\$66,421	\$67,338
6	11	\$50,003	\$62,503	\$64,153	\$65,070	\$65,987	\$66,904	\$67,821	\$68,738
5	12	\$51,403	\$63,903	\$65,553	\$66,470	\$67,387	\$68,304	\$69,221	\$70,138
4	13	\$52,803	\$65,303	\$66,953	\$67,870	\$68,787	\$69,704	\$70,621	\$71,538
3	14	\$54,203	\$66,703	\$68,353	\$69,270	\$70,187	\$71,104	\$72,021	\$72,938
2	15	\$55,603	\$68,103	\$69,753	\$70,670	\$71,587	\$72,504	\$73,421	\$74,338
1	16	\$57,003	\$69,503	\$71,153	\$72,070	\$72,987	\$73,904	\$74,821	\$75,738
Top	17	\$58,403	\$70,903	\$72,553	\$73,470	\$74,387	\$75,304	\$76,221	\$77,138

APPENDIX “A”

CUMBERLAND VALLEY

2020-2021

Salary Schedule

From Top	Step	RN	B	M	M+15	M+30	M+45	M+60	PhD
16	1	\$36,515	\$49,015	\$50,665	\$51,665	\$52,665	\$53,665	\$54,665	\$55,665
15	2	\$37,915	\$50,415	\$52,065	\$53,065	\$54,065	\$55,065	\$56,065	\$57,065
14	3	\$39,315	\$51,815	\$53,465	\$54,465	\$55,465	\$56,465	\$57,465	\$58,465
13	4	\$40,715	\$53,215	\$54,865	\$55,865	\$56,865	\$57,865	\$58,865	\$59,865
12	5	\$42,115	\$54,615	\$56,265	\$57,265	\$58,265	\$59,265	\$60,265	\$61,265
11	6	\$43,515	\$56,015	\$57,665	\$58,665	\$59,665	\$60,665	\$61,665	\$62,665
10	7	\$44,915	\$57,415	\$59,065	\$60,065	\$61,065	\$62,065	\$63,065	\$64,065
9	8	\$46,315	\$58,815	\$60,465	\$61,465	\$62,465	\$63,465	\$64,465	\$65,465
8	9	\$47,715	\$60,215	\$61,865	\$62,865	\$63,865	\$64,865	\$65,865	\$66,865
7	10	\$49,115	\$61,615	\$63,265	\$64,265	\$65,265	\$66,265	\$67,265	\$68,265
6	11	\$50,515	\$63,015	\$64,665	\$65,665	\$66,665	\$67,665	\$68,665	\$69,665
5	12	\$51,915	\$64,415	\$66,065	\$67,065	\$68,065	\$69,065	\$70,065	\$71,065
4	13	\$53,315	\$65,815	\$67,465	\$68,465	\$69,465	\$70,465	\$71,465	\$72,465
3	14	\$54,715	\$67,215	\$68,865	\$69,865	\$70,865	\$71,865	\$72,865	\$73,865
2	15	\$56,115	\$68,615	\$70,265	\$71,265	\$72,265	\$73,265	\$74,265	\$75,265
1	16	\$57,515	\$70,015	\$71,665	\$72,665	\$73,665	\$74,665	\$75,665	\$76,665
Top	17	\$58,915	\$71,415	\$73,065	\$74,065	\$75,065	\$76,065	\$77,065	\$78,065

APPENDIX “B”

LONGEVITY INCREMENT SCHEDULE

2018-2019, 2019-2020, 2020-2021 (*1)

CUMBERLAND VALLEY SCHOOL DISTRICT YEARS OF SERVICE COMPLETED	AMOUNT
5	\$200
6	200
7	200
8	200
9	200
10	\$500
11	500
12	500
13	500
14	500
15	\$700
16	700
17	700
18	700
19	700
20	\$900
21	900
22	900
23	900
24	900
25	\$1,100
26	1,100
27	1,100
28	1,100
29	1,100
30	\$1,600
Over 30	1,600

*1. The figures shown in the above column are non-cumulative annual longevity increments to be paid to qualifying employees during each of the years commencing July 1, 2018 (and ending June 30, 2019), July 1, 2019 (and ending June 30, 2020), and July 1, 2020 (and ending June 30, 2021).

APPENDIX “C”

GRIEVANCE PROCEDURE

A. DEFINITIONS

1. Grievance:

A grievance is a claim by one or more employees of a violation, a misapplication or a misinterpretation or a discrimination in the application of this agreement.

2. Grievant:

A “grievant” is the person or group of persons, including the Association, who signs the grievance form required to initiate the grievance procedure.

B. PURPOSE

1. The purpose of this grievance procedure shall be to settle equitably, at the lowest possible administrative level, grievances which may arise from time to time with respect to this agreement. Both parties agree that these proceedings shall be kept as confidential as may be appropriate at each level of the procedure.

C. PROCEDURE

1. An employee shall have the right to be represented by the Association in the grievance procedure.
2. Nothing herein contained shall be construed to prevent any individual teacher from presenting a grievance and have the grievance adjusted without the intervention of the Association if the adjustment is not inconsistent with the terms of this agreement, provided that the Association has been given an opportunity to be present at such adjustment.
3. A grievance based upon the alleged action of any person required to receive a grievance under Section D hereinbelow shall be initiated at that Level of this grievance procedure, and the general procedures herein relating to presentation, adjustment and appeal shall apply from that Level to the appropriate conclusion of the procedure.
4. A grievance shall be made in writing signed by the grievant on official grievance forms. The grievant shall serve three (3) exact copies of the written grievance upon the appropriate recipient as specified in each level of the grievance procedure set forth herein, and the recipient shall acknowledge receipt of the same by his signature and date of receipt on all copies. The forms so received shall be distributed by the recipient as follows: (1) one copy shall be returned immediately to the grievant; (2) one copy shall be delivered immediately to the Association’s representative if one is present, or if no representative is present, it shall be delivered to the President of the Association by inter-school mail; and (3) one copy shall be retained by the recipient.
5. A grievance shall be filed as soon as possible, but in no event later than ten (10) days after the occurrence of the facts giving rise to the grievance, excluding Saturdays and Sundays.

The number of days indicated at each Level of Grievance Adjustment set forth below shall be considered as the maximum, and every effort shall be made to expedite the process. The time limits may be modified by written agreement between the parties.

D. LEVELS OF GRIEVANCE ADJUSTMENT

The grievant shall pursue adjustment of his grievance in the following manner:

1. A grievance shall begin at Level One below and may continue through and include Arbitration.

LEVEL ONE

1. The grievant shall serve his grievance upon the appropriate department chairman, or the appropriate principal where no department chairman has been designated as a first level supervisor.
2. The recipient of the grievance shall fix and hold a meeting within five (5) days after receipt of the grievance for the purpose of attempting to adjust the grievance at which meeting the grievant and his representative, if any, shall have the right to be present. The recipient of the grievance within five (5) days after the date fixed for the meeting shall make a written report of the adjustment made or his decision, as the case may be, and he shall deliver a copy thereof to the grievant and a copy to the Association.

LEVEL TWO

1. If the grievance is not resolved by the actions taken in Level One above, and where the recipient of the grievance in said Level One is a department chairman, the grievant within five (5) days after receipt of the written report of the actions of Level One serve his grievance in the same manner as in Level One upon the appropriate principal.
2. The principal shall fix and hold a meeting within five (5) days after receipt of the grievance for the purpose of attempting to adjust the grievance at which meeting the grievant and his representative, if any, shall have the right to be present. The principal within five (5) days after the date fixed for said meeting shall make a written report of the adjustment or his decision, as the case may be, and he shall deliver a copy thereof to the grievant and a copy to the Association.

LEVEL THREE

1. If the grievance is not resolved by the actions taken in Level Two above or where the grievance is not resolved in Level One above where the recipient of the grievance in said Level One was a principal, the grievant within five (5) days after receipt of the written report of the actions of the previous Level may serve his grievance in the same manner as in Level One upon the Superintendent.
2. The Superintendent shall fix and hold a meeting within five (5) days after receipt of the grievance for the purpose of attempting to adjust the grievance at which meeting the grievant and his representative, if any, shall have the right to be present. The Superintendent within five (5) days after the date fixed for said meeting shall make a written report of the adjustment or his decision, as the case may be, and she shall deliver a copy thereof to the grievant and a copy to the Association.

LEVEL FOUR

1. If the grievance is not resolved by the actions taken in Level Three above, the grievant within five (5) days after receipt of the actions taken in Level Three may serve his grievance in the same manner as in Level One upon the Secretary of the Board of School Directors.
2. The Board of School Directors shall fix and hold a meeting within thirty (30) days after receipt of the grievance by the Secretary for the purpose of attempting to adjust the grievance at which meeting the grievant and his representative, if any, shall have the right to be present, which meeting shall be conducted in a non-public session. The Board within ten (10) days after the date fixed for the meeting shall make a written report of the adjustment made or its decision, as the case may be, and the Secretary shall deliver a copy thereof to the grievant and a copy to the Association.

ARBITRATION

1. If the grievance is not resolved by the actions taken in Level Four above, the Association, within five (5) days after receipt of the report of the actions taken in Level Four above, may notify the Secretary of the Board of School Directors of its intention to pursue a decision to arbitration as provided in Section 903 of the Public Employee Relations Act.
2. Upon receipt of such notification, the grievance shall be referred to binding arbitration as provided in Section 903 of the Public Employee Relations Act.

LIMITATIONS

1. If the grievant shall fail to pursue the procedures of the next succeeding Level in the schedule of levels above within the time and manner therein provided, he shall be deemed to have waived the rights of such succeeding Levels and the decision of the immediate preceding Level shall be final and binding.

E. GRIEVANCES DURING SCHOOL RECESSES

1. If the last day for initiating a grievance falls upon a day within a school recess as established by the official school calendar (except Saturdays and Sundays during the non-recess times of the school year), and if the intended recipient of the grievance under Level One is unavailable for service of the grievance, the grievant may serve said grievance upon the intended recipient of the next succeeding Level who is then available. Such alternate recipient shall have the right to refer the grievance to such lower Level as may then be available for disposition in accordance with the schedule of procedures set forth in Paragraph D above.

APPENDIX “D”

ATHLETIC CONTRACTS BY RANGE

Position Code	Position Description	Name Used in Last CVEA Contract	Position	Level
	Range I			
XAC202	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC203	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC204	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC205	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC206	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC207	W COND FOOTBALL	Football Winter Weights	Assistant	HS
XAC302	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC303	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC304	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC305	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC306	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC307	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC308	SP COND FOOTBALL	Football Spring Weights	Assistant	HS
XAC110	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC111	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC112	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC113	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC114	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC115	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC116	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC117	SU COND FOOTBALL	Football Summer Weights	Assistant	HS
XAC102	SU COND GIRLS BASKETBALL	Girls Basketball Summer Conditioning	Assistant	HS
XAC103	SU COND GIRLS BASKETBALL	Girls Basketball Summer Conditioning	Assistant	HS
XAC122	F COND GIRLS BASKETBALL	Girls Basketball Fall Conditioning	Assistant	HS
XAC123	F COND GIRLS BASKETBALL	Girls Basketball Fall Conditioning	Assistant	HS
XAC105	SU COND BOYS BASKETBALL	Boys Basketball Summer Conditioning	Assistant	HS
XAC106	SU COND BOYS BASKETBALL	Boys Basketball Summer Conditioning	Assistant	HS
XAC119	F COND BOYS BASKETBALL	Boys Basketball Fall Conditioning	Assistant	HS

XAC120	F COND BOYS BASKETBALL	Boys Basketball Fall Conditioning	Assistant	HS
XAC108	SU COND WRESTLING	Wrestling Summer Conditioning	Assistant	HS
	Range II			
XAA308	JV ASST BASEBALL	Asst. JV Baseball	Baseball	JV
XAA206	ASST EV BOYS BASKETBALL	Asst. EV Boys Basketball	Basketball	MS
XAA214	ASST EV GIRLS BASKETBALL	Asst. EV Girls Basketball	Basketball	MS
XAA208	ASST GH BOYS BASKETBALL	Asst. GH Boys Basketball	Basketball	MS
XAA216	ASST GH GIRLS BASKETBALL	Asst. GH Girls Basketball	Basketball	MS
XAA107	JH ASST CHEERLEADING	Asst. JH Cheerleading-Fall	Cheerleading	JH
XAA236	JH ASST CHEERLEADING	JH Asst. Cheerleading-Winter	Cheerleading	JH
XAC201	W COND FOOTBALL	Football Winter Weights	Coordinator	HS
XAC301	SP COND FOOTBALL	Football Spring Weights	Coordinator	HS
XAC109	SU COND FOOTBALL	Football Summer Weights	Coordinator	HS
XAC101	SU COND GIRLS BASKETBALL	Girls Basketball Summer Conditioning	Coordinator	HS
XAC121	F COND GIRLS BASKETBALL	Girls Basketball Fall Conditioning	Coordinator	HS
XAC104	SU COND BOYS BASKETBALL	Boys Basketball Summer Conditioning	Coordinator	HS
XAC118	F COND BOYS BASKETBALL	Boys Basketball Fall Conditioning	Coordinator	HS
XAC107	SU COND WRESTLING	Wrestling Summer Conditioning	Coordinator	HS
XAA130	ASST MS CROSS COUNTRY	Asst. MS Cross Country	Cross Country	JH
XAA142	JH ASST FIELD HOCKEY	Asst. JH Field Hockey	Field Hockey	JH
XAH322	JH HEAD GIRLS SOCCER	Head JH Girls Soccer	Soccer	9th
XAH320	JH HEAD BOYS SOCCER	Head JH Boys Soccer	Soccer	9th
XAA321	JH ASST BOYS SOCCER	JH Asst. Boys Soccer	Soccer	JH
XAA323	JH ASST GIRLS SOCCER	Asst. JH Girls Soccer	Soccer	JH
XAH125	JV HEAD GIRLS SOCCER	JV Girls Soccer	Soccer	JV
XAA330	ASST BOYS TENNIS	Asst. Boys Tennis	Tennis	HS
XAA135	ASST GIRLS TENNIS	Asst. Girls Tennis	Tennis	HS
XAA227	ASST INDOOR TRACK	Asst. Indoor Track	Track	HS
XAA228	ASST INDOOR TRACK	Asst. Indoor Track	Track	HS
XAA229	ASST INDOOR TRACK	Asst. Indoor Track	Track	HS
XAA230	ASST INDOOR TRACK	Asst. Indoor Track	Track	HS
XAA317	ASST MS TRACK	Asst. MS Track	Track	MS
XAA318	ASST MS TRACK	Asst. MS Track	Track	MS
XAA319	ASST MS TRACK	Asst. MS Track	Track	MS
XAA335	ASST MS GIRLS VOLLEYBALL	Asst. MS Girls volleyball	Volleyball	MS

	Range III			
XAA306	V ASST BASEBALL	Asst. Baseball	Baseball	Varsity
XAH307	JV HEAD BASEBALL	Head JV Baseball	Baseball	JV
XAH205	HEAD EV BOYS BASKETBALL	Head EV Boys Basketball	Basketball	MS
XAH213	HEAD EV GIRLS BASKETBALL	Head EV Girls Basketball	Basketball	MS
XAH207	HEAD GH BOYS BASKETBALL	Head GH Boys Basketball	Basketball	MS
XAH215	HEAD GH GIRLS BASKETBALL	Head GH Girls Basketball	Basketball	MS
XAH204	JH BOYS BASKETBALL	Head JH Boys Basketball	Basketball	JH
XAH212	JH GIRLS BASKETBALL	Head JH Girls Basketball	Basketball	JH
XAA105	JV ASST CHEERLEADING	Asst. JV Cheerleading-Fall	Cheerleading	JV
XAA234	JV ASST CHEERLEADING	Asst. JV Cheerleading-Winter	Cheerleading	JV
XAH106	JH HEAD CHEERLEADING	Head JH Cheerleading-Fall	Cheerleading	9th
XAH235	JH HEAD CHEERLEADING	Head JH Cheerleading-Winter	Cheerleading	10th
XAH104	JV HEAD CHEERLEADING	Head JV Cheerleading-Fall	Cheerleading	JV
XAH233	JV HEAD CHEERLEADING	Head JV Cheerleading-Winter	Cheerleading	JV
XAA103	V ASST CHEERLEADING	Varsity Assistant Cheerleading-Fall	Cheerleading	Varsity
XAA232	V ASST CHEERLEADING	Varsity Assistant Cheerleading-Winter	Cheerleading	Varsity
XAA127	ASST CROSS COUNTRY	Asst. Cross Country	Cross Country	HS
XAA128	ASST CROSS COUNTRY	Asst. Cross Country	Cross Country	HS
XAH129	HEAD MS CROSS COUNTRY	Head JH Cross Country	Cross Country	JH
XAA139	V ASST FIELD HOCKEY	Asst. Varsity Field Hockey	Field Hockey	Varsity
XAH140	JV HEAD FIELD HOCKEY	JV Head Field Hockey	Field Hockey	JV
XAH141	JH HEAD FIELD HOCKEY	Head JH Field Hockey	Field Hockey	JH
XAA117	JH ASST FOOTBALL	Asst. JH Football	Football	9th
XAN108	FB EQUIPMENT MGR	FB Equipment Mgr.	Football	NA
XAA119	ASST GOLF	Asst. Golf	Golf	HS
XAH333	JV HEAD BOYS LACROSSE	JV Boys Lacrosse	Lacrosse	JV
XAH328	JV HEAD GIRLS LACROSSE	JV Girls Lacrosse	Lacrosse	JV
XAA327	ASST V GIRLS LACROSSE	Asst. Varsity Girls Lacrosse	Lacrosse	Varsity
XAA121	V ASST BOYS SOCCER	Asst. Boys Soccer	Soccer	Varsity
XAA124	V ASST GIRLS SOCCER	Asst. Girls Soccer	Soccer	Varsity
XAH122	JV HEAD BOYS SOCCER	Head JV Boys Soccer	Soccer	JV
XAA302	V ASST SOFTBALL	Asst. Softball	Softball	Varsity
XAH303	JV HEAD SOFTBALL	Head JV Softball	Softball	JV
XAA304	JV ASST SOFTBALL	Asst. JV Softball	Softball	JV

XAA218	ASST SWIMMING/DIVING	Asst. Swimming/Diving	Swimming/Diving	HS
XAA219	ASST SWIMMING/DIVING	Asst. Swimming/Diving	Swimming/Diving	HS
XAA220	ASST SWIMMING/DIVING	Asst. Swimming/Diving	Swimming/Diving	HS
XAA311	ASST TRACK/FIELD	Asst. Track/Field	Track	HS
XAA312	ASST TRACK/FIELD	Asst. Track/Field	Track	HS
XAA313	ASST TRACK/FIELD	Asst. Track/Field	Track	HS
XAA314	ASST TRACK/FIELD	Asst. Track/Field	Track	HS
XAA315	ASST TRACK/FIELD	Asst. Track/Field	Track	HS
XAH226	HEAD INDOOR TRACK	Head Indoor Track	Track	HS
XAH316	HEAD MS TRACK	Head Middle School Track	Track	MS
XAA325	ASST BOYS VOLLEYBALL	Asst. Boys Volleyball	Volleyball	HS
XAA137	ASST GIRLS VOLLEYBALL	Asst. Girls Volleyball	Volleyball	HS
XAH334	HEAD MS GIRLS VOLLEYBALL	Head MS Girls Volleyball	Volleyball	MS
XAA133	ASST WATER POLO	Assistant Water Polo	Water Polo	HS
XAA225	JH ASST WRESTLING	Asst. JH Wrestling	Wrestling	9th
XAH224	JH HEAD WRESTLING	Head JH Wrestling	Wrestling	9th
	Range IV			
XAH102	V CHEERLEADING	Head Varsity Cheerleading-Fall	Cheerleading	Varsity
XAH231	HEAD CHEERLEADING	Head Varsity Cheerleading-Winter	Cheerleading	Varsity
XAH126	HEAD CROSS COUNTRY	Head Cross Country	Cross Country	HS
XAA114	JV ASST FOOTBALL	Asst. JH Football	Football	9th
XAH115	JH HEAD FOOTBALL	Head JH Football	Football	JH
XAA116	JH ASST FOOTBALL	JS Asst. Football	Football	JH
XAH118	HEAD GOLF	Head Golf	Golf	HS
XAH329	HEAD BOYS TENNIS	Head Boys Tennis	Tennis	HS
XAH134	HEAD GIRLS TENNIS	Head Girls Tennis	Tennis	HS
XAF310	1ST ASST TRACK/FIELD	1st Asst. Track/Field	Track	Varsity
	Range V			
XAH305	HEAD BASEBALL	Head Baseball	Baseball	HS
XAH203	JV BOYS BASKETBALL	Head JV Boys Basketball	Basketball	JV
XAH211	JV GIRLS BASKETBALL	Head JV Girls Basketball	Basketball	JV
XAA202	V ASST BOYS BASKETBALL	V Asst. Boys Basketball	Basketball	Varsity
XAA210	V ASST GIRLS BASKETBALL	V Asst. Girls Basketball	Basketball	Varsity
XAH138	HEAD FIELD HOCKEY	Head Field Hockey	Field Hockey	HS
XAH331	HEAD BOYS LACROSSE	Head Boys Lacrosse	Lacrosse	HS

XAH326	HEAD GIRLS LACROSSE	Head Girls Lacrosse	Lacrosse	HS
XAA332	ASST V BOYS LACROSSE	Asst. Varsity Boys Lacrosse	Lacrosse	HS
XAH120	HEAD BOYS SOCCER	Head Boys Soccer	Soccer	HS
XAH123	HEAD GIRLS SOCCER	Head Girls Soccer	Soccer	HS
XAH301	V HEAD SOFTBALL	Head Softball	Softball	HS
XAH324	HEAD BOYS VOLLEYBALL	Head Boys Volleyball	Volleyball	HS
XAH136	HEAD GIRLS VOLLEYBALL	Head Girls Volleyball	Volleyball	HS
XAH132	HEAD BOYS WATER POLO	Head Boys Water Polo	Water Polo	HS
XAH131	HEAD GIRLS WATER POLO	Head Girls Water Polo	Water Polo	HS
XAH223	JV WRESTLING	Head JV Wrestling	Wrestling	JV
Range VI				
XAH113	JV HEAD FOOTBALL	Head JV Football	Football	JV
XAA111	V ASST FOOTBALL	V Asst. Football	Football	Varsity
XAA112	V ASST FOOTBALL	V Asst. Football	Football	Varsity
XAH309	COORDINATOR TRACK/FIELD	Head Coordinator Track/Field	Track	HS
XAA222	VARSITY ASST WRESTLING	Varsity Asst. Wrestling	Wrestling	Varsity
Range VII				
XAF110	1ST ASST V FOOTBALL	First Asst. Football	Football	HS
XAH217	HEAD SWIMMING/DIVING	Head Swimming/Diving	Swimming/Diving	HS
XAN101	ASST ATHLETIC TRAINER	Asst. Athletic Trainer	Trainer	HS
Range VIII				
XAH201	HEAD BOYS BASKETBALL	Head Boys Basketball	Basketball	Varsity
XAH209	HEAD GIRLS BASKETBALL	Head Girls Basketball	Basketball	Varsity
XAH221	HEAD WRESTLING	Head Wrestling	Wrestling	Varsity
Range IX				
XAH109	V HEAD FOOTBALL	Head Football	Football	Varsity

*Ranges have been determined by the following:
Supervision Responsibility
Size of Activity
Time requirement
Skill Level
Safety Factors

APPENDIX “E”

ATHLETIC RANGE PLACEMENT

		I	II	III	IV	V	VI	VII	VIII	IX
1	0-1 YEARS	\$500	\$1500	\$2000	\$2500	\$3000	\$3500	\$4500	\$5500	\$6500
2	2-3 YEARS	\$500	\$1750	\$2250	\$2750	\$3250	\$3750	\$4750	\$5750	\$7000
3	4-5 YEARS	\$500	\$2000	\$2500	\$3000	\$3500	\$4000	\$5000	\$6000	\$7500
4	6-7 YEARS	\$500	\$2250	\$2750	\$3250	\$3750	\$4250	\$4250	\$6250	\$8000
5	8 YEARS	\$500	\$2500	\$3000	\$3500	\$4000	\$4500	\$5500	\$6500	\$8500
6	9-10 YEARS	\$500	\$2750	\$3250	\$3750	\$4250	\$4750	\$5750	\$6750	\$9000
7	11-12 YEARS	\$500	\$3000	\$3500	\$4000	\$4500	\$5000	\$6000	\$7000	\$9500
8	13-14 YEARS	\$500	\$3250	\$3750	\$4250	\$4750	\$4250	\$6250	\$7250	\$10000
9	15-16 YEARS	\$500	\$3500	\$4000	\$4500	\$5000	\$5500	\$6500	\$7500	\$10500
10	17 YEARS	\$500	\$3750	\$4250	\$4750	\$4250	\$5750	\$6750	\$7750	\$11000
11	18-19 YEARS	\$500	\$4000	\$4500	\$5000	\$5500	\$6000	\$7000	\$8000	\$11500
12	20-21 YEARS	\$500	\$4250	\$4750	\$4250	\$5750	\$6250	\$7250	\$8250	\$12000
13	22-23 YEARS	\$500	\$4500	\$5000	\$5500	\$6000	\$6500	\$7500	\$8500	\$12500
14	24-25 YEARS	\$500	\$4750	\$5250	\$5750	\$6250	\$6750	\$7750	\$8750	\$13000
15	26 PLUS YEARS	\$500	\$5000	\$5500	\$6000	\$6500	\$7000	\$8000	\$9000	\$13500

APPENDIX “F”

ACTIVITY CONTRACTS BY RANGE

Position Code	Position	Name Used in Last CVEA Contract	Activity	Position	Level	Activity Contract Range
RANGE 2						
XCN763	HS FRESHMAN CLASS ADVISOR	Freshman Advisor	Freshman	Advisor	HS	2
XCN762	HS FRESHMAN CLASS ADVISOR	Freshman Advisor	Freshman	Advisor	HS	2
XCA732	HS MUSICAL REHEARSAL ACCOMPANIST	HS MUSICAL REHEARSAL ACCOMPANIST	Musical	Accompanist	HS	2
XCN756	HS ITO ADVISOR	ITO Advisor	ITO	Advisor	HS	2
XCN766	HS JUNIOR CLASS ADVISOR	Junior Class Advisor	Junior	Advisor	HS	2
XCN767	HS JUNIOR CLASS ADVISOR	Junior Class Advisor	Junior	Advisor	HS	2
XCN735	HS PROPS MANAGER	Props Manager	HS Musical	Props Manager	HS	2
XCN754	HS QUIZ BOWL/BRAINBUSTER ADVISOR	Quiz Bowl/Brainbuster Advisor	Quiz Bowl/Brain Buster	Advisor	HS	2
XCN737	HS SCENIC ARTIST	Scenic Artist	HS Musical	Artist	HS	2
XCN768	HS SENIOR CLASS ADVISOR	Senior Class Advisor	Senior	Advisor	HS	2
XCN769	HS SENIOR CLASS ADVISOR	Senior Class Advisor	Senior	Advisor	HS	2
XCN764	HS SOPH CLASS ADVISOR	Sophomore Advisor	Sophomore	Advisor	HS	2
XCN765	HS SOPH CLASS ADVISOR	Sophomore Advisor	Sophomore	Advisor	HS	2
XCN757	HS TSA ADVISOR	Technology Student Association	TSA	Advisor	HS	2
RANGE 3						
XCA752	HS ASST VOC AG ADVISOR (FFA)	Assistant Vo Ag Advisor	FFA	Advisor	HS	3
XCN705	EV MUSICAL CHOREOGRAPHER	EV Musical Choreographer	Musical	Asst. Director	EV	3
XCN707	EV MUSICAL PRODUCER	EV Musical Producer	Musical	Producer	EV	3
XCN712	GH MUSICAL CHOREOGRAPHER	GH Musical Choreographer	Musical	Asst. Director	GH	3
XCN713	GH MUSICAL PRODUCER	GH Musical Producer	Musical	Producer	GH	3
XCH729	HS HEAD INDOOR DRILL (COLOR GUARD)	Head Indoor Drill (Color Guard)	Marching Band	Drill design	HS	3
XCN755	HS KEY CLUB ADVISOR	Key Club	Key Club	Advisor	HS	3

XCN747	HS NHS	NHS (National Honor Society)	NHS	Advisor	HS	3
XCN748	HS NHS	NHS (National Honor Society)	NHS	Advisor	HS	3
RANGE 4						
XCN741	HS DEBATE COACH	Debate/Speech Coach	Debate	Coach	HS	4
XCA701	EV ASST MUSICAL DIRECTOR	EV Assistant Musical Director	Musical	Asst. Director	EV	4
XCN708	EV BAND DIRECTOR	EV Band Director	Band	Director	EV	4
XCH709	EV CHORAL ADVISOR	EV Choral Director	Chorus	Director	EV	4
XCN710	EV ORCHESTRA 6TH (split 6th, 7th & 8th)	EV Musical Business Mgr.	Musical	Manager	EV	4
XCN711	EV ORCHESTRA 7TH & 8TH	EV Orchestra Director	Orchestra	Director	EV	4
XCN703	EV STUDENT COUCIL	EV Student Council	Student Council	Advisor	EV	4
XCN744	HS FBLA	FBLA	FBLA	Advisor	HS	4
XCN745	HS FBLA	FBLA	FBLA	Advisor	HS	4
XCA714	GH ASST MUSICAL DIRECTOR	GH Assistant Musical Director	Musical	Asst. Director	GH	4
XCN720	GH BAND DIRECTOR	GH Band Director	Band	Director	GH	4
XCN719	GH CHORUS DIRECTOR	GH Choral Director	Chorus	Director	GH	4
XCH770	GH MUSICAL BUSINESS MGR	GH Musical Business Mgr.	Musical	Manager	GH	4
XCN718	GH ORCHESTRA	GH Orchestra Director	Orchestra	Director	GH	4
XCN716	GH STUDENT COUCIL	GH Student Council	Student Council	Advisor	GH	4
XCN727	HS BAND DIRECTOR	HS Band Director (9th Grade Band)	Band	Director	HS	4
XCN743	HS FALL PLAY	HS Fall Play	Dramatics	Advisor	HS	4
XCN730	HS MUSICAL BUSINESS MGR	HS Musical Business Mgr.	Musical	Manager	HS	4
XCN736	HS MUSICAL CHOREOGRAPHER	HS MUSICAL CHOREOGRAPHER	Musical	Advisor	HS	4
XCN746	HS MOCK TRIAL	Mock Trial Advisor	Mock Trial	Advisor	HS	4
XCN749	HS STUDENT STORE ADVISOR	Student Store Advisor	Student Store	Advisor	HS	4
RANGE 5						
XCN739	HS CV EYE ADVISOR	CV-EYE Advisor	CV-Eye	Advisor	HS	5
XCH728	HS CONCERT BAND DIRECTOR	HS Concert Band Director	Concert Band	Director	HS	5
XCN742	HS DRAMA COACH BAREFOOT PLAYERS	HS Drama Barefoot Players	Dramatics	Barefoot	HS	5
XCN750	HS STUDENT COUCIL	Student Council	Student Council	Advisor	HS	5

XCH751	HS LEAD VOC AG ADVISOR (FFA)	Vo Ag Lead Advisor	FFA	Advisor	HS	5
XCN738	HS YEARBOOK ADVISOR	Yearbook Advisor	Yearbook	Advisor	HS	5
XCN753	HS YEARBOOK ADVISOR	Yearbook Advisor	Yearbook	Advisor	HS	5
RANGE 6						
XCH702	EV MUSICAL DIRECTOR	EV Musical Director	Musical	Director	EV	6
XCN706	EV YEARBOOK ADVISOR	EV Yearbook	Yearbook	Advisor	EV	6
XCH715	GH MUSICAL DIRECTOR	GH Musical Director	Musical	Director	GH	6
XCN717	GH YEARBOOK ADVISOR	GH Yearbook	Yearbook	Advisor	GH	6
XCN722	HS CONCERT BAND DIRECTOR (SYM WDS/9TH)	HS Concert Band Director	Band-Concert	Director	HS	6
XCA733	HS MUSICAL ASST DIRECTOR	HS MUSICAL ASST DIRECTOR	Musical	Asst. Director	HS	6
XCN759	HS JROTC COLOR GUARD ADVISOR	JROTC-Color Guard	JROTC	Advisor	HS	6
XCN758	HS JROTC RAIDER TEAM COACH	JROTC-Raider Team	JROTC	Advisor	HS	6
XCN760	HS THON ADVISOR	THON	THON	Advisor	HS	6
XCN761	HS THON ADVISOR	THON	THON	Advisor	HS	6
RANGE 7						
XCN740	HS DANCE TEAM ADVISOR	Dance Team	Dance Team	Advisor	HS	7
XCN726	HS HEAD BAND GUARD	Head Band Guard	Marching Band	Head Guard	HS	7
XCA727	HS ASST MARCHING BAND DIRECTOR	HS Assistant Marching Band Director	Marching Band	Asst. Director	HS	7
XCN734	HS MUSICAL ORCHESTRA DIRECTOR	HS Musical Orchestra Director	Musical	Director	HS	7
XCN725	HS ORCHESTRA DIRECTOR	HS Orchestra Director	Orchestra	Director	HS	7
XCA724	HS VOC MUSIC ADVISOR (CHORUS)	HS Vocal Music Chorus	Chorus	Director	HS	7
XCN723	HS JAZZ BAND DIRECTOR	Jazz Band Director	Band-Jazz	Director	HS	7
RANGE 8						
RANGE 9						
XCN731	HS MUSICAL DRAMATICS (DIRECTOR/PRODUCER)	HS Musical Director	Musical	Director	HS	9
RANGE 10						
XCH721	HS MARCHING BAND DIRECTOR	Marching Band Director	Marching Band	Director	HS	10

APPENDIX “G”

ACTIVITY RANGE PLACEMENT

		I	II	III	IV	V	VI	VII	VIII	IX	X
1	0-1 YEARS	\$500	\$1000	\$1250	\$1500	\$2000	\$2500	\$3000	\$3500	\$4500	\$5000
2	2-3 YEARS	\$750	\$1250	\$1500	\$1750	\$2250	\$2750	\$3250	\$3750	\$4750	\$5250
3	4-5 YEARS	\$1000	\$1500	\$1750	\$2000	\$2500	\$3000	\$3500	\$4000	\$5250	\$5750
4	6-7 YEARS	\$1250	\$1750	\$2000	\$2250	\$2750	\$3250	\$3750	\$4250	\$5750	\$6250
5	8 YEARS	\$1500	\$2000	\$2250	\$2500	\$3000	\$3500	\$4000	\$4500	\$6250	\$6750
6	9-10 YEARS	\$1500	\$2250	\$2500	\$2750	\$3250	\$3750	\$4250	\$4750	\$6750	\$7250
7	11-12 YEARS	\$1500	\$2250	\$2750	\$3000	\$3500	\$4000	\$4500	\$5000	\$7250	\$7750
8	13-14 YEARS	\$1500	\$2250	\$3000	\$3500	\$3750	\$4250	\$4750	\$5250	\$7750	\$8250
9	15-16 YEARS	\$1500	\$2250	\$3000	\$3750	\$4000	\$4500	\$5000	\$5500	\$8250	\$8750
10	17 YEARS	\$1500	\$2250	\$3000	\$3750	\$4250	\$4750	\$5250	\$5750	\$8750	\$9250
11	18-19 YEARS	\$1500	\$2250	\$3000	\$3750	\$4500	\$5000	\$5500	\$6000	\$9250	\$9750
12	20-21 YEARS	\$1500	\$2250	\$3000	\$3750	\$4500	\$5250	\$5750	\$6250	\$9750	\$10250
13	22-23 YEARS	\$1500	\$2250	\$3000	\$3750	\$4500	\$5250	\$6000	\$6500	\$10250	\$10750
14	24-25 YEARS	\$1500	\$2250	\$3000	\$3750	\$4500	\$5250	\$6000	\$6750	\$10750	\$11250
15	26 PLUS YEARS	\$1500	\$2250	\$3000	\$3750	\$4500	\$5250	\$6000	\$7000	\$11250	\$11750

APPENDIX “H”

2018 BENEFITS GRID



Cumberland Valley School District – HRA PPO Blue

On the chart below, you'll see what your plan pays for specific services. You may be responsible for a facility fee, clinic charge or similar fee or charge (in addition to any professional fees) if your office visit or service is provided at a location that qualifies as a hospital department or a satellite building of a hospital.

Benefit	In Network	Out of Network
General Provisions		
Benefit Period(1)	Calendar Year	
Deductible (per benefit period)		
Individual	\$1,000	\$1,000
Family	\$2,000	\$2,000
Plan Pays – payment based on the plan allowance	100% after deductible	80% after deductible
Out-of-Pocket Limit (Once met, plan pays 100% coinsurance for the rest of the benefit period)		
Individual	None	\$1,000
Family	None	\$2,000
Total Maximum Out-of-Pocket (Includes deductible, coinsurance, copays, prescription drug cost sharing and other qualified medical expenses, Network only) (2) Once met, the plan pays 100% of covered services for the rest of the benefit period.		
Individual	\$6,850	Not Applicable
Family	\$13,700	Not Applicable
Office/Clinic/Urgent Care Visits		
Retail Clinic Visits & Virtual Visits	100% after \$15 copay	80% after deductible
Primary Care Provider Office Visits & Virtual Visits	100% after \$15 copay	80% after deductible
Specialist Office Visits & Virtual Visits	100% after \$15 copay	80% after deductible
Virtual Visit Originating Site Fee	100% after deductible	80% after deductible
Urgent Care Center Visits	100% after \$35 copay	80% after deductible
Telemedicine Services (3)	100% after \$15 copay	not covered
Preventive Care (4)		
Routine Adult		
Physical Exams	100% (deductible does not apply)	80% after deductible
Adult Immunizations	100% (deductible does not apply)	80% after deductible
Routine Gynecological Exams, including a Pap Test	100% (deductible does not apply)	80% (deductible does not apply)
Mammograms, Annual Routine	100% (deductible does not apply)	80% after deductible
Mammograms, Medically Necessary	100% (deductible does not apply)	80% after deductible
Diagnostic Services and Procedures	100% (deductible does not apply)	80% after deductible
Routine Pediatric		
Physical Exams	100% (deductible does not apply)	80% after deductible
Pediatric Immunizations	100% (deductible does not apply)	80% (deductible does not apply)
Diagnostic Services and Procedures	100% (deductible does not apply)	80% after deductible
Emergency Services		
Emergency Room Services	100% after \$100 copay (waived if admitted)	
Ambulance - Emergency	100% after network deductible	
Ambulance – Non-Emergency	100% after deductible	80% after deductible
Hospital and Medical / Surgical Expenses (including maternity)		
Hospital Inpatient	100% after deductible	80% after deductible
Hospital Outpatient	100% after deductible	80% after deductible

Maternity (non-preventive facility & professional services) including dependent daughter	100% after deductible	80% after deductible
Medical Care (including inpatient visits and consultations)/Surgical Expenses	100% after deductible	80% after deductible
Therapy and Rehabilitation Services		
Physical Medicine	100% after \$15 copay	80% after deductible
	limit: 20 visits/benefit period	
Respiratory Therapy	100% after deductible	80% after deductible
Speech Therapy	100% after \$15 copay	80% after deductible
	limit: 12 visits/benefit period	
Occupational Therapy	100% after \$15 copay	80% after deductible
	limit: 12 visits/benefit period	
Spinal Manipulations	100% after \$15 copay	80% after deductible
	limit: 20 visits/benefit period	
Other Therapy Services (Cardiac Rehab, Infusion Therapy, Chemotherapy, Radiation Therapy and Dialysis)	100% after deductible	80% after deductible
Mental Health / Substance Abuse		
Inpatient Mental Health Services	100% after deductible	80% after deductible
Inpatient Detoxification / Rehabilitation	100% after deductible	80% after deductible
Outpatient Mental Health Services (includes virtual behavioral health visits)	100% after deductible	80% after deductible
Outpatient Substance Abuse Services	100% after deductible	80% after deductible
Other Services		
Allergy Extracts and Injections	100% after deductible	80% after deductible
Autism Spectrum Disorder Including Applied Behavior Analysis (5)	100% after deductible	80% after deductible
Assisted Fertilization Procedures	not covered	not covered
Dental Services Related to Accidental Injury	not covered	not covered
Diagnostic Services		
Advanced Imaging (MRI, CAT, PET scan, etc.)	100% after deductible	80% after deductible
Basic Diagnostic Services (standard imaging, diagnostic medical, lab/pathology, allergy testing)	100% after deductible	80% after deductible
Durable Medical Equipment, Orthotics and Prosthetics	100% after deductible	80% after deductible
Home Health Care	100% after deductible	80% after deductible
	limit: 90 visits/benefit period aggregate with visiting nurse	
Hospice	100% after deductible	80% after deductible
Infertility Counseling, Testing and Treatment (6)	100% after deductible	80% after deductible
Private Duty Nursing	100% after deductible	80% after deductible
	limit: 240 hours/benefit period	
Skilled Nursing Facility Care	100% after deductible	80% after deductible
	limit: 100 days/benefit period	
Transplant Services	100% after deductible	80% after deductible
Precertification Requirements (7)	Yes	Yes

Prescription Drugs	
Prescription Drug Deductible Individual Family	none none
Prescription Drug Program (8) Soft Mandatory Generic Defined by the National Pharmacy Network - Not Physician Network. Prescriptions filled at a non-network pharmacy are not covered. Your plan uses the Comprehensive Formulary with an Incentive Benefit Design	Retail Drugs (31/60/90-day Supply) \$5 / \$10 / \$15 Formulary generic copay \$5 / \$10 / \$15 Non-Formulary generic copay \$20 / \$40 / \$60 Formulary brand copay \$30 / \$60 / \$90 Non-Formulary brand copay Maintenance Drugs through Mail Order (90-day Supply) \$10 Formulary generic copay \$10 Non-Formulary generic copay \$30 Formulary brand copay \$45 Non-Formulary brand copay

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

(1) Your group's benefit period is based on a Calendar Year which runs from January 1 to December 31.

(2) The Network Total Maximum Out-of-Pocket (TMOOP) is mandated by the federal government. TMOOP must include deductible, coinsurance, copays, prescription drug cost share and any qualified medical expense.

(3) Services are provided for acute care for minor illnesses. Services must be performed by a Highmark approved telemedicine provider. Virtual Behavioral Health visits provided by a Highmark approved telemedicine provider are eligible under the Outpatient Mental Health benefit. (4) Services are limited to those listed on the Highmark Preventive Schedule (Women's Health Preventive Schedule may apply).

(5) Coverage for eligible members to age 21. Services will be paid according to the benefit category (e.g. speech therapy). Treatment for autism spectrum disorders does not reduce visit/day limits.

(6) Treatment includes coverage for the correction of a physical or medical problem associated with infertility. Infertility drug therapy may or may not be covered depending on your group's prescription drug program.

(7) Highmark Medical Management & Policy (MM&P) must be contacted prior to a planned inpatient admission or within 48 hours of an emergency or maternity-related inpatient admission. Be sure to verify that your provider is contacting MM&P for precertification. If this does not occur and it is later determined that all or part of the inpatient stay was not medically necessary or appropriate, you will be responsible for payment of any costs not covered. (8) The Highmark formulary is an extensive list of Food and Drug Administration (FDA) approved prescription drugs selected for their quality, safety and effectiveness. The formulary was developed by Highmark Pharmacy Services and approved by the Highmark Pharmacy and Therapeutics Committee made up of clinical pharmacists and physicians. All plan formularies include products in every major therapeutic category. Plan formularies vary by the number of different drugs they cover and in the cost-sharing requirements. Your program includes coverage for both formulary and non-formulary drugs at the copayment or coinsurance amounts listed above. Under the soft mandatory generic provision, when you purchase a brand drug that has a generic equivalent, you will be responsible for the brand-drug copayment plus the difference in cost between the brand and generic drugs, unless your doctor requests that the brand drug be dispensed.

MEMORANDUM OF UNDERSTANDING

SUBJECT: CLASS SIZE

DATE: June 6, 2005

The Administration will, upon request, provide to the Association President information regarding actual District class sizes based on enrollment on the first, third and tenth student day of the fall semester for elementary, middle school and high school classes, and will also, upon request, provide actual high school class sizes based on enrollment on the first, third and tenth student day of the Spring semester.

This Memorandum of Understanding is not part of the Collective Bargaining Agreement and is not subject to the grievance procedure or to arbitration.

MEMORANDUM OF UNDERSTANDING

This Memorandum made this 5th day of September, 2017, by and between the Cumberland Valley School District ("Employer") and the Cumberland Valley Education Association ("Association"),

WHEREAS, the Employer and the Association entered into contract language as part of the July 1, 2014 – June 31, 2018 collective bargaining agreement which states “The Employer and the Association will establish a joint committee for the purpose of exploring an alternative delivery model that would consider a hybrid learning opportunity for CV students. The parties shall each appoint no more than five (5) committee members. Meetings are to be held during the work day and no employees shall lose time or pay as a result of attending meetings. The committee’s goal will be to reach consensus regarding such a delivery model with the intent of implementation at the beginning of the 2015-2016 school year. Some of the issues to be considered, but not limited to these specific issues, are as follows: combination of traditional brick and mortar with on line learning model, work hours required in order to accommodate the needs, compensation associated with such work, staffing of the positions, training and technical support, etc. No later than the end of February 2015, the committee must have a specific written agreement for implementation that addresses all mandatory subjects of bargaining. Both parties will subsequently meet with their constituents to allow them to vote on the terms for implementation”; and

WHEREAS, the terms hybrid and blended learning are interchangeable throughout this Agreement. The term blended learning is preferred and shall be used to encompass a blend of traditional and digital instruction (instructional strategies designed to integrate the use of computer hardware and software, websites, web-based applications, services and resources, and communications technologies to enhance learning) for the purposes of teaching and learning; and

WHEREAS, Employer and Association recognize the importance of maintaining a high quality, innovative, and cost effective digital framework designed to integrate the use of computer hardware and software, websites, web-based applications, services and resources, and communications technologies for the purposes of:

1. providing digital learning experiences for all students,
2. supporting digital tools for instruction and assessment,
3. sustaining the digital operation of classrooms, schools, and the school district; and

WHEREAS, The Employer and Association is committed to initiatives designed to develop and implement courses that blend traditional and digital instruction in addition to instruction delivered solely through digital methods with limited or no face-to-face instruction; and

WHEREAS, this Memorandum of Understanding shall not exceed the term of Agreement between the Employer and the Association dated July 1, 2018 to June 30, 2021.

NOW, THEREFORE, the Employer may implement a blended learning program based on the following criteria:

1. PHILOSOPHY:

The parties agree that student learning is enhanced by integrating the use of computer hardware and software, websites, web-based applications, services and resources, and communications technologies.

Elementary Program:

The Employer and Association believe that elementary aged students' social, emotional, and academic needs are best served through traditional instruction (face-to-face instruction typically delivered in in a classroom setting).

The Employer shall work toward implementing full-time digital instruction for students of parents/guardians who for personal, religious, social, emotional, and/or academic reasons believe that their elementary-aged children are not best served through traditional or blended instruction. However, based on student need, teacher(s) and parents of students' receiving digital instruction may schedule some face-to-face instruction.

Middle and High School Programs **Prior** to Passing Keystones:

The Employer and Association believe middle school aged students and high school aged students prior to passing the Keystone Exams are best served through traditional instruction. However, blended and full-time digital learning opportunities should be available for enrichment, curriculum acceleration, remediation, alternative education, and homebound instruction.

The Employer shall work toward implementing full-time digital instruction for students of parents/guardians who for personal, religious, social, emotional, and/or academic reasons believe that their middle school aged students and high school aged students, prior to passing the Keystone Exams, are not best served through traditional or blended instruction. However, based on student need, teacher(s) and parents of students' receiving digital instruction may schedule some face-to-face instruction.

Middle and High School Programs **after** Passing Keystones:

The Employer and Association believe students who have demonstrated proficiency on the Keystone Exams are best served through a continuum of traditional, blended, and full-time digital learning opportunities and individualized learning experiences that collectively provide an academic and experiential pathways to the workforce or military directly, through a two or four year college or technical degree or advanced vocational/technical certifications.

The Employer shall work toward implementing full-time digital instruction for students of parents/guardians who for personal, religious, social, emotional, and/or academic reasons believe that their middle school aged students and high school aged students, after passing the Keystone Exams, are not best served through traditional or blended instruction. However, based on student need, teacher(s) and parents of students' receiving digital instruction may schedule some face-to-face instruction.

2. GUIDELINES:

Staffing

Instruction of approved Cumberland Valley courses scheduled as blended or fully online courses shall be taught by bargaining unit members. The Employer and the Association agree that no bargaining unit members will be demoted, furloughed or non-renewed as a result of the Employers use of a blended learning or fully online program. The Employer's intent is not to supplant bargaining unit work borne by the Association. This does not preclude a reduction in staff as a result of a reduction in enrollment, if a program is curtailed or eliminated, or if schools are consolidated or reorganized. Further, it does not preclude a reduction in staff through attrition as a result of blended learning or fully on-line instruction.

Teachers may volunteer to participate in a pilot program for blended or fully online instruction. The filling of positions for blended learning or fully online instruction, whether part of a pilot or a permanent position, shall

follow Article III - Professional Qualifications, Assignments and Transfers of the Collective Bargaining Agreement.

Assignment

Unless specifically hired to do so, teachers shall not be unilaterally assigned to a full-time or blended learning schedule.

Course/Program Offerings

The offering of approved courses (courses adopted by the Cumberland Valley School District Board of School Directors in accordance with Board Policy 107-Adoption of Planned Instruction) in a blended or fully online format shall be at the discretion of the administration with the approval of the Board of School Directors

The degree to which digital and traditional instruction shall be blended will be determined by the course. Blended courses shall meet in a traditional classroom setting 1 out of 6 days, 2 out of 6 days or 3 out of 6 days and be determined prior to the course offering and defined by the Educational Planning Guide.

Enrichment acceleration and remediation courses or courses offered by a colleges or universities regardless if they are taught in a traditional, blended, or fully online schedule shall continue as long as they are offered through accredited educational institutions and have the recommendation of the administration and approval of the Board of School Directors.

Nothing herein shall affect the current practice of advanced college placement or Independent Study described in Board Policy 118 – Independent Study.

Scheduling

Elementary and secondary blended or fully online instruction provided by the Employer's professional staff shall coincide with the Cumberland Valley School District Calendar and may include courses in the summer for enrichment, curriculum acceleration, remediation, and homebound instruction.

Based on student need and teacher availability, a teacher instructing a fully on-line course may schedule face-to-face instruction.

Summer sessions outside the contracted day may begin no earlier than two (2) weeks prior to the last student day of the school year and must conclude no later than two (2) weeks prior to the first teacher contractual day of the following school year.

Point of Source

All blended or fully online instruction shall be physically conducted from the Employer facilities.

Point of Achievement

Students who are completing blended course work may be required to complete some or all of the online portion of their work at school.

Teacher Evaluation

Any teacher who spends less than 66% of their student instruction time in a blended schedule shall have the classroom observation portion of their evaluation completed in a traditional setting. This may include the traditional portion of a blended course.

Any teacher teaching in a blended or fully online model shall be assessed annually to determine if they should continue in that schedule. That assessment shall be developed by the administration and CVEA, reviewed annually, and considered separate and not a part of the teacher’s annual PDE evaluation for classroom performance. A teacher who is determined by the assessment as not being successful in blended or fully online instruction shall be returned to a traditional schedule within their area of certification.

Any teacher teaching more than 66% of their student instructional time in a blended or fully online schedule shall be evaluated using an evaluation instrument developed by the administration and CVEA and approved by the Pennsylvania Department of Education. That evaluation shall be considered the teacher’s annual PDE rating system for classroom performance.

No audio or visual recording will be used to evaluate teachers. Instructors of blended or fully online instruction shall only be evaluated by administrators from the District.

All Cumberland Valley School District students in a traditional, blended, or fully online course shall be attributed to the teacher of record.

Guest students (a student currently enrolled in another public school who, with the approval of their home school district, is taking courses in the Cumberland Valley School District to fulfill diploma requirements of their home school) shall not be attributed to Cumberland Valley School District teachers.

Professional Development

The Professional Education Committee shall annually evaluate and recommend the professional development necessary for all teachers, regardless of teaching assignment, to utilize digital tools to enhance teaching, learning, and classroom management.

Prior to teaching a blended or fully online course(s) for the first time, each teacher shall receive five days (40 hours) of pre-service training. Teachers may use trade time or may elect to be paid at the hourly rate determined in Article V section B of the Collective Bargaining Agreement.

Compensation

Teachers teaching traditional, blended, or fully online schedule taught during the contract day and year shall be compensated consistent with their step and column on the salary schedule in compliance with the collective bargaining agreement.

Compensation for teachers teaching approved courses, courses for enrichment, acceleration or remediation, or courses taught on behalf of a college or university through an articulation agreement that are beyond the 8 hour contractual day or the 191 day contractual year, shall be compensated as follows:

Year	% Increase	Salary
2018-2019	2.80%	\$8,018
2019-2020	2.80%	\$8,243
2020-2021	2.80%	\$8,474

3. OWNERSHIP:

The Employer shall take all measures possible to secure instructors lessons to prevent them from being downloadable or otherwise stored or reused without the instructor's permission. Upon conclusion of a course or separation of service, blended learning teachers shall have the discretion to determine if audio or video of their instruction is to be retained for future use or not. In no circumstances shall the Employer have the right to continue to use audio or video of a teacher's instruction during blended learning after the completion of a course without the continued employment of the teacher as the instructor of the course in future years.

4. DISPUTE RESOLUTION:

Any disagreement over the interpretation or intention of this Memorandum of Understanding shall be subject to the Grievance Procedure as outlined in the Collective Bargaining Agreement.

IN WITNESS WHEREBY, the parties have caused the execution hereof by their authorized officers.

CUMBERLAND VALLEY SCHOOL DISTRICT

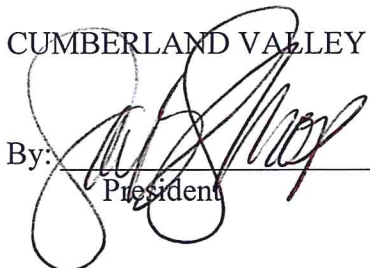
By: 

President, Board of School Directors

Attest:


Secretary

CUMBERLAND VALLEY EDUCATION ASSOCIATION

By: 

President

Attest:


Secretary