

BIG BEAVER FALLS AREA SCHOOL DISTRICT

BENEFIT PACKAGE

*Administrative & Board of Education
Agreement*

Meet & Discuss Act 93

2014/15-2016/17

Approved at 05/15/14 board meeting

**BIG BEAVER FALLS AREA SCHOOL DISTRICT
ADMINISTRATIVE/BOARD AGREEMENT**

This Agreement is made May 15, 2014 by and between the Big Beaver Falls Area School District and the Administrative Staff to include Building Principals, Building Assistant Principals, Assistant to the Superintendent, Director of Physical Plant and Director of Technology in accordance with Act 93.

This Agreement shall be effective as of July 1, 2014 and shall continue through June 30, 2017.

A. SICK LEAVE

All Administrators receive a total of fifteen (15) sick days each year. Such sick leave will accumulate indefinitely and may be used without limitation during the employee's term of employment. (Note: only 12 sick days would be accumulative.)

B. PERSONAL LEAVE

All Administrators are entitled to two or more personal days as per the discretion of the Superintendent.

C. DEATH LEAVE

Death Leave will be as outlined in the Pennsylvania School Code for Professional Employees, which specifies three (3) days for a death in the immediate family and one (1) day for a near relative.

D. HOLIDAYS

All Administrators are entitled to thirteen (13) holidays which will include the following:

New Year's Day	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Friday after Thanksgiving Day
Independence Day	Day before Christmas
Labor Day	Christmas Day
Flag Day	Two Flexible Days

E. WORK YEAR

Administration will typically work eight (8) hours daily or, as directed by job description and/or Superintendent, excluding the holidays and vacation days provided by the Agreement.

F. VACATION

All twelve-month Administrators are entitled to four (4) weeks vacation. A total not to exceed ten (10) vacation days may be transferred to the following year. No vacation time can be accrued beyond the total of six weeks (30 days) for any one year unless approved by the Superintendent.

An Administrator may be compensated for unused vacation days at a rate of \$100.00 per day, not to exceed 10 days per year. However, vacation days for which an Administrator receives compensation may not be transferred to the following year.

All requests for vacation should be made with the consideration of the immediate supervisor of the Administrator and shall be submitted for approval in writing prior to such vacation to the Superintendent.

The term for vacation runs from July 1 through June 30. Consideration for vacation time should be given to those periods of non-student/non-staff time so as not to disrupt the normal school year.

In addition, Administrators will work the same schedule as the teachers during the Christmas break. Arrangement must be made for the continued operation of the offices during this period and an Administrator must be available in case of emergencies.

G. WORKSHOPS AND CONFERENCES

The School District encourages professional growth for the administrative staff. Attendance at conferences and workshops should be submitted in writing to the Superintendent prior to such event.

Two Principals or Assistant Principals may attend a National Conference and State conference annually, with expenses not to exceed \$1,500 for each attending. Attendance by Central Office Administrators shall be at the discretion of the Superintendent.

H. TUITION REIMBURSEMENT

Administrators will be reimbursed at a sum equal to 100% of all tuition costs of approved graduate hours, not to exceed \$2,000 for any one year. Such courses must be related to performance as an employee of the District. Once receiving credits and/or degree, administrator must maintain employment with the district for a minimum of four years or reimburse the district all money received for credited courses.

Reimbursement will be made in the month following delivery of a grade report showing successful completion of the course and proof of payment of tuition.

I. TRAVEL EXPENSE

Travel reimbursement for work related travel through the use of a private vehicle will be at the current IRS mileage rate.

J. SALARY INCREASE

2014-2015-	\$2,300
2015-2016-	\$2,300
2016-2017-	\$2,300

K. MEDICAL BENEFITS

The Board agrees to pay 100% for Highmark PPOBlue or equivalent for each Administrator and his/her family currently under Act 93 agreement.

The Board agrees to pay 100% dental coverage for each Administrator and his/her family.

The Board agrees to pay 100% vision coverage for each Administrator and his/her family.

All administrators will pay 5% toward health care premiums. The contribution shall be paid in equal installments over 24 pays over the life of this agreement. If in the event the premium increases during any year of this agreement exceeds seven (7) percent to the District, the Act 93 group and District shall split the difference equally. (i.e. If **there is a** healthcare increase of 8 percent for the 2015-2016 school year, the employee would be responsible for an addition one-half (1/2) percent taking the premium from 5% to 5.5% for that given year).

PLAN DESIGN CHANGES

Diagnostic Services would change from \$10 to \$15

Emergency Room would change from \$75 to \$100

Prescription would change from 5/30/45 to 0/40/55

Mail Order would change from 2x the copayment to 1.5x the copayment

Retail Dosage would change from 31 day supply to a 30 day supply.

L. GROUP HOSPITALIZATION

The Board agrees to handle the transaction for hospitalization presently in effect for any Administrator retiring prior to reaching his/her sixty-fifth birthday, at the expense of the employee in accordance with Cobra regulations.

M. LIFE INSURANCE

The Board agrees to pay 100% for group life insurance in the amount of each Administrator's salary, to a maximum of \$100,000.

N. DISABILITY INSURANCE

The Board agrees to pay 100% for long term disability insurance to provide 60% of the first \$8,333 on monthly earnings, reduced by deductible income for a maximum monthly benefit of \$5000 with 90 days waiting period and benefits to age 65.

O. TUITION WAIVER

Any administrator's child that attends the Big Beaver Falls Area School District shall have their tuition waived.

P. MEET AND DISCUSS

Under the provisions of Act 93, the Board shall meet and discuss on policy matters affecting wages, hours and terms or conditions of employment. The Administrative Staff should submit in writing to the Board its desire to open discussions on such matters. Either party, however, may request a Meet and Discuss session for any matter at any time.

Q. ATTENDANCE AT BOARD MEETINGS

Each Administrator shall attend each regularly scheduled or special Board meeting and shall indicate prior to said meeting any absence. Administrators may also be required to attend other meetings set by the Board of Directors and shall be notified in advance of such meetings.

R. CAREER ENHANCEMENT PROGRAM (CEP)

Each Administrator shall have the opportunity to participate in a District Career Enhancement Program with Superintendent's approval. The Administrator, along with the Superintendent, will develop such plan that will include objectives, activities and a timeline.

The program is designed to provide an opportunity for Administrators to initiate educational programs and to lend district administrative support to school-community/county activities.

The administrator will maintain a portfolio describing the plan, its objectives and activities that will be reviewed by the Superintendent.

A recommendation regarding the successful completion of each plan will be presented by the Superintendent to a committee of the Board which will meet with the Superintendent prior to June 15th and discuss the portfolio and the recommendation that has been made. Compensation for the successful completion of the Career Enhancement Program will be \$1000 per year. This additional payment shall not be part of the base salary.

S. RETIREMENT BENEFITS

An Administrator retiring from the District after twenty-five years of service shall receive the following benefits:

The District agrees to pay for accumulated sick leave days upon retirement according to the following schedule:

1 ST 100 Days	1-100 Days	\$20
2 nd 100 Days	101-199 Days	\$30
3 rd 100 Days	201-299 Days	\$40
4 th 100 Days	300 – Above	\$50

In the event of death of the Administrator prior to retirement, this benefit shall be payable to the beneficiary named by the Administrator.

The District agrees to pay 100% premium for PPOBlue or equivalent for the Administrator until his/her 65th birthday.

However, before any premium is paid for the individual coverage, the retiree is obliged to contribute to the purchase of individual health insurance coverage a minimum of \$100 per month, or such equal, lesser or greater amount as may from time to time be established under Act 23 of 1991 or any similar successor provision. This is commonly referred to as the PSERS Premium Assistance Program.

Participation in the dental vision and life insurance programs will cease upon retirement for the retiree, the retiree's spouse and/or the retiree's dependents.