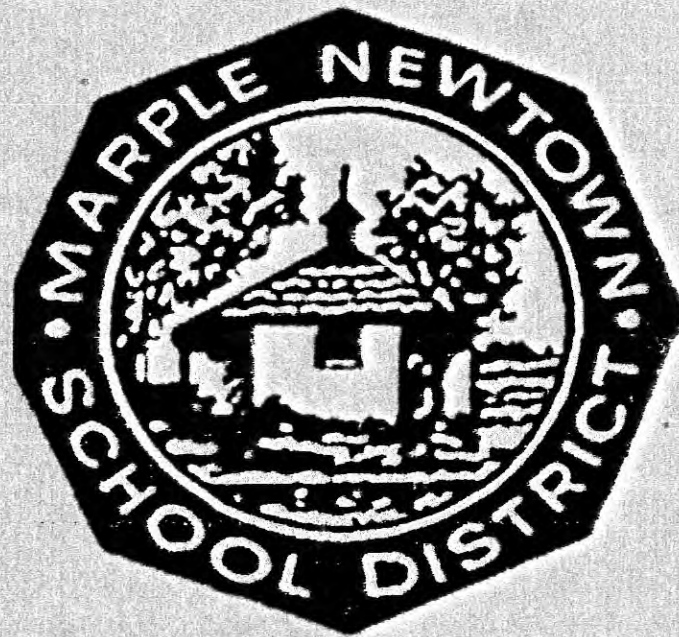


Marple Newtown School District

and

Marple Newtown Administrative Association

Compensation and Benefit Plan



July 1, 2014 through June 30, 2017

**MARPLE NEWTOWN SCHOOL DISTRICT
MARPLE-NEWTOWN ADMINISTRATIVE ASSOCIATION
COMPENSATION PLAN**

Effective July 1, 2014 through June 30, 2017

This Compensation Plan (Plan) is the result of meetings between the Marple Newtown Administrative Association (employee) and the Marple Newtown School District (employer). Employees covered by this plan are referred to, collectively, as employees

A. COMPENSATION

Salary Adjustments

A pool of money will be made available each year for adjustments to individual salaries of administrators for the years, July 1, 2014-June 30, 2017. Individual salaries will be adjusted between 0-4%. Adjustments will be recommended based on year end evaluations, and approved by the Board of School Directors. The total amount of funds available for individual salary adjustments will be a percentage of all administrative salaries governed by this plan as of June 30 of each year. The increases in the percentages of the pool will be made available for each year of this Plan as follows:

2014-2015	2.5%
2015-2016	2.5%
2016-2017	2.5%

Goal Setting and Performance Evaluations

Each employee is required to submit his/her specific goals for the current school year to his /her immediate Supervisor on or before September 1st of each year. Each employee's goals are subject to the District Superintendent's approval. Each employee's goals must be consistent with the District's, approved strategic plan, building/department initiatives, and any individual component given on or before October 1st of each year. Every employee's performance will be assessed annually by the Superintendent in accordance with the goals that were set for that year.

The Superintendent, in cooperation with representatives from MNAA, will form a committee to review and develop an evaluation tool for all members of MNAA. Professional employees may also be subject to the State prescribed evaluation tool. Among other criteria, this evaluation tool will include, but not be limited to, the following components:

Unsatisfactory – This rating is reserved for individuals involved in the disciplinary process with termination probable if significant improvement is not demonstrated in the short term. Developmental strategies are in order and a Performance Improvement Plan (PIP) must be developed to improve the employee's performance.

Performance Improvement Plan – A Performance Improvement Plan (PIP) will be developed for any administrative employee who receives an Unsatisfactory rating. The Performance Improvement Plan (PIP) will be developed jointly by the immediate supervisor and the Superintendent. This PIP will be shared with the employee and the Board, and the conditions specified must be fulfilled. If the conditions of the PIP are not met, the employee will be considered for dismissal.

B. HEALTH & PRESCRIPTION DRUG BENEFITS

Effective July 1, 2014, and for the term of this Plan, the Board will make available to employees and their eligible dependents (subject to the rules governing part-time employees) Health and Prescription Benefits as provided in the MNEA Collective Bargaining Plan

The employee cost for premiums shall be the same as those of the MNEA Collective Bargaining Plan

Should a new MNEA Collective Bargaining Plan be entered into during the term of this Plan, the Health and Prescription Benefits available to employees will be the same as those provided in the new MNEA Collective Bargaining Plan

1. Employee's Right to Select Health Benefit Plan

Effective July 1, 2014, each employee shall have the right to elect coverage for the employee, the employee's spouse, and/or the employee's eligible dependents under any one of the health benefit plans sponsored by the employer provided to the MNEA under its Collective Bargaining Plan. However, if the employee elects to cover both the employee, the employee's spouse and/or one or more eligible dependents, the employee, the employee's spouse, and the employee's eligible dependents must be covered under the same health benefit plan. In the event a married couple are both Administrators, or are both eligible employees of the District, they each shall be entitled to have one individual coverage health benefit plan, with no dependents, unless the total cost to the district of such separate individual plans exceeds the cost to the employer of a married couple plan.

2. Sponsorship of Internal Revenue 125 Cafeteria Plan

As a method to permit eligible employees to pay for their share of Health Benefit premiums (and other premiums deemed eligible by the employer through pre-Federal income tax and after-Federal income tax contributions, and to create an incentive for the effective utilization by Administrators of the Health Benefit Plan options available to them by the District, or otherwise, the Board shall sponsor an Internal Revenue Code Section 125 Cafeteria Plan, no later than July 1, 2009, which will be the sole method through which an employee would have access to the benefits provided by the plan sponsored by the employer (and other eligible benefits if elected by the Board). This sponsorship is contingent upon the same being permitted pursuant to law. Under the Section 125 Cafeteria Plan, employee's shall, prior to the period of time designated by the School Board as the "Plan Year", as required by Federal tax law requirements, in addition to the option of selecting coverage under the Health Benefit Plan for the upcoming Plan Year, also shall have the option to elect not to be covered under any Board sponsored Health Benefit Plan for the Plan Year.

3. Consortium

Should the current benefit plans, or a plan offering the same or better level of benefits, become available at a lower cost to the employer through a local, regional or statewide consortium, the employer may join the consortium and make such plans available to the employees. The percentage of the premiums to be paid by the Board and the employees, respectively, for each offering through the consortium shall be the same as the premiums for the most similar plan currently offered by the Board under this Plan.

4. Open Enrollment Period

Each employee is entitled to change or designate his or her plan during each open enrollment period as set by the employer.

5. Patient Affordability Healthcare Act

If, at any time, the premium for any plan will exceed the threshold amount as stated in the Patient Protection and Affordability Care Act (or as stated in any applicable federal or state legislation enacted hereinafter) so as to subject such a plan to a tax or fee, the parties agree that said plan will either be modified or eliminated, and, if such tax is imposed upon the Employer, employee shall pay the entire amount of the tax or fee imposed upon the Employer relative to the total premium so as to pay the difference, in addition to the agreed upon employee contribution as stated in this agreement.

During the term of this agreement should there be modifications to the Patient Protection and Affordable Care Act, as amended, or any federal law successor or similar state legislation, interpretative regulation thereto, or should there be any court rulings impacting such laws or regulations which cause a significant increase in health care costs to the Employer than the costs contemplated as of the date of ratification, as solely determined by the employer, the following process shall be followed:

1. The Employer shall notify the employee that it has decided that a significant increase in healthcare costs has developed due to one of the reasons notes above and what it intends to do.
2. The employee will have up to thirty (30) calendar days from the date of such notice to meet and discuss concerning the matter.
3. In the absence of mutual agreement on how the matter will be addressed, the Employer's decision on what it intends to do to eliminate those increases will be able to be implemented by the Employer

C. DENTAL

Each employee shall contribute \$60.00 per school year premium payment, which shall be

collected through mandatory payroll deduction.

A basic dental plan will be provided for all employees and their eligible dependents based on usual, customary and reasonable fees.

Benefits:

Diagnostic	100%	Basic Restorative	100%
Preventative	100%	Major Restorative	80%
Fissure Sealants	100%	Periodontic	80%
Oral Surgery	100%	Prosthodontic	80%
Endodontic	100%	* Orthodontic	50%
Denture Repair	100%		

* Orthodontics is a benefit for dependent children to age nineteen (19), with a separate maximum of \$1,500.00 per lifetime per case.

If total charges for a treatment plan will exceed \$200.00, a pre-determination should be submitted for approval of the charges of payment.

Eligible dependent children are covered to with medical benefits to age twenty- six (26).

The annual maximum per person will be \$3,000 and a co-payment percentage which the Administrator must pay for certain dental procedures (as listed in the chart of benefits above).

Three (3) periodontal treatments are allowed per year.

D. VISION PLAN

Vision Plan will be provided by the employer consistent with the levels of coverage in place during the 2013-2014 Plan Year.

E. WORK YEAR

Unless otherwise specified by the Superintendent or in this plan, all MNAA members will have a twelve (12) month work year (260 days).

F. RETIREE MEDICAL BENEFITS

1. Administrators hired by the District Prior to July 1, 2010

Effective July 1, 2010, for employees hired by the employer prior to July 1, 2010 and who retire (Retiree) and who are defined as "superannuated" under the PSERS system, and who have at least five (5) years of consecutive service in the District immediately prior to retirement, will be eligible for Retiree Medical Benefits ("RMB") provided that written notice of intention to receive RMB is received by the Superintendent no later than three (3) months prior to the date of retirement.

RMB will include medical and prescription drugs, for the Retiree and spouse that were covered under the employer's-plan for a two year period prior to retirement.

The Retiree's contribution to RMB will be in accordance with the contribution amount at the time of retirement unless the terms of this Plan or any successor Plan provides for greater contribution from employees.

RMB will be provided for a period until the Retiree is eligible for Medicare, or until age 65, whichever comes first. For every two full years worked after achieving superannuation, a qualified employee may extend their eligibility for Retiree Medical Benefits by one full year, to a maximum eligibility period or until eligible for Medicare, or until age 65, whichever comes first. Any Retiree who reaches the maximum age for RMB, but is not yet eligible for Medicare, may purchase benefits from the employer through COBRA solely at Retiree's expense. If retiree's spouse becomes 65 or is Medicare eligible before retiree, then retiree's spouse will no longer be eligible for coverage under this benefit.

If Retiree obtains other employment where medical and/or prescription drug benefits are provided then they must take advantage of those benefits and forfeit all RMB received from the District.

If an eligible Retiree elects to decline RMB, Retiree may elect to receive a buyout of \$3,000 per year until Retiree is no longer eligible for RMB under this Section. This payment will be made at the end of each complete year that coverage is declined. . Retiree shall be responsible for any and all federal, state and/or local taxes applicable as a result of any payments made or RMB received.

2. Administrators hired by the District on or after July 1, 2010

Effective July 1, 2010, for employees-hired by the employer on or after July 1, 2010 and who retire (Retiree) and who are defined as "superannuated" under the PSERS system, and are at least age 59, and who have at least ten (10) years of consecutive service in the District immediately prior to retirement will be eligible for RMB provided that written notice of intention to receive RMB is received by the Superintendent no later than three (3) months prior to the date of retirement. At the sole discretion of the employer, at time of hire, the requirement of 10 years consecutive service requirement to qualify for these benefits may be reduced to 5 years, provided that the employee has 10 consecutive years of service as an Administrator at another district. The employer and Retiree shall each be responsible for 50% of the premium of the RMB, and Retiree is responsible for any other costs associated with this coverage.

RMB will include medical and prescription drugs, for the Retiree and spouse that were covered under the employer's plan for a two year period prior to retirement.

RMB will be provided for a period until the Retiree is eligible for Medicare or until age 65 whichever occurs first. Any Retiree who reaches age 65 but is not yet eligible for Medicare may purchase RMB from the District through COBRA solely at Retiree's expense. When retiree's spouse becomes 65 or is Medicare eligible before retiree, then retiree's spouse will no longer be eligible for coverage under this benefit.

If Retiree obtains other employment where medical and/or prescription benefits are provided then they must take advantage of those benefits and forfeit all medical benefits received from the employer.

If an eligible Retiree elects to decline coverage, Retiree may elect to receive a buyout of \$3,000 per year until Retiree is no longer eligible for RMB under this Section. This payment will be made at the end of each complete year that coverage is declined. Retiree shall be responsible for any and all federal, state and/or local taxes applicable as a result of any payments made or RMB received.

G. LONG-TERM DISABILITY PLAN

A long-term disability policy shall be provided for the employee. There will be an elimination

period of 90 consecutive days after the use of all accumulated sick and other paid leave. Income benefits will be applicable to disabilities that begin on or after July 1, 2010 in an amount equal to two-thirds (2/3) of the employee's monthly earnings, not to exceed \$6000 per month until the age of Medicare eligibility. The employer will pay the full premium.

H. LIFE INSURANCE BENEFIT

A life insurance policy in the amount of two times the full-time base salary, rounded to the next highest thousand, not to exceed \$300,000 will be provided for all employees. The policy will include accidental death and dismemberment coverage.

The amount of coverage will automatically increase when the employee's salary increases.

I. ADDITIONAL INSURANCE

All employees may elect to purchase through payroll deduction during the first calendar month of each semester, any extra amounts of group life insurance, income protection, and additional dental family coverage insurance approved and accepted by the school district insurance company.

Employees, upon retirement, may purchase insurance at rates established by the insurer for his or her age group.

J. OPT-OUT PROVISION

For those employees who opt-out of the employer's health insurance plans; the employer will pay \$3,000 for each complete year the employee remains out of participation of the plans, regardless of the type of coverage the employee has elected in the prior year. At employee's option this payment may be made as part of an IRS approved Section 125 Plan.

In order to qualify for the above payment, the employee must establish proof of alternative insurance.

The buy-out will be on a yearly basis. If there is a change of circumstances, the employee will be given an opportunity to reenroll subject to the requirements of the applicable carrier. The employer will recognize the following family status changes subject to the requirements of the insurance carrier:

Marriage or divorce

Death of a dependent/Spouse

Birth or adoption of a child

Termination or commencement of employment by Administrator's spouse

Administrator or spouse changes from part-time to full-time employment or from full-time to part-time employment

Spouse takes an unpaid leave of absence

There is a significant change in Administrator or spouse's health coverage attributable to spouse's employment

In order to be considered an "Opt-Out" pursuant to this provision, the employer cannot pay for employee waiving coverage if such an employee is a dependent of another employee of the district. In the event a married couple are both eligible employees or are both eligible employees of the employer, and each have one individual coverage health benefit plan with no dependents with the District, both eligible employees must "Opt-Out" pursuant to this provision to be entitled to receive an "Opt-Out" payment. Only one "Opt-Out" payment shall be made per family. The \$3,000 payment will be made at the end of the complete Plan year.

K. MASTER POLICIES

The employer shall have the right to change carriers during the life of the contract provided that the same or comparable benefits are maintained.

It is understood that the employer-neither has, nor undertakes, any liability for benefits that are not compensated by the insurance carriers for either the employee or for his/her dependents.

It is understood that the terms and conditions of any of the master policies in existence with the insurance carriers and the employer pertaining to the payment of any benefits arising under the preceding section shall be controlling, the same as if these conditions contained in the master policies were set out herein.

L. TUITION

Employees-will receive full tuition reimbursement for credits earned at an accredited college or university related to his or her field. All credits must have prior approval of the Superintendent of Schools.

Employees-must obtain a minimum of a "B" or its equivalent or "Pass" if the course is pass/fail to receive reimbursement No video courses are eligible unless they are live telecasts.

M. PROFESSIONAL DUES

The employer will pay up to a maximum of \$750per year per certificated employee, \$450 per non-certificated employee, for membership in State and National organizations related to his or her field.

N. LEAVE WITH PAY

The Superintendent may grant up to four personal days per year to an employee who needs to be absent to perform personal business.

Leave, except in medical or legal emergency or for other reasons approved by the Superintendent, will not be granted on days preceding or immediately following a school holiday, on school in-service days, or during the first or last week of the school year.

O. SICK LEAVE

Employees-will receive twelve (12) sick days per year. Employees who work only ten (10) months will receive ten (10) days. Unused sick days may be carried over and accumulated at the end of each year.

Upon retirement for any reason, employees with a minimum of five (5) years of consecutive service with the employer immediately prior to retirement, will receive payment for any unused sick leave according to the following schedule:

1 to 100 days	\$50.00 per day
over 100 days	\$60.00 per day

This sick leave policy will apply only to sick days accumulated during employment with this employer unless otherwise negotiated at the time of hire.

P. HOLIDAYS

All MNAA members will receive leave with pay for all holidays, excluding the Winter and Spring recess, as they are identified on the approved calendar for each year of the Plan. At the Superintendent's discretion the Superintendent may grant MNAA leave, with pay, for all or part of Winter and Spring recesses. The Superintendent and MNAA will meet a reasonable period in advance of the Winter and Spring recesses to discuss what part, if, any of said recesses will or will not be paid leave

MNAA members whose job responsibilities require them to work on a district holiday will receive additional leave with pay equal to the number of district holidays they are required to work.

Q. SCHOOL CLOSINGS DUE TO INCLEMENT WEATHER

On days when school is closed due to inclement weather, employees are not required to report to work. However, the Superintendent will have the discretion to require employees to perform work from their homes via conference calls, emails, etc. Employees will have the discretion to report to work voluntarily on such days.

R. VACATION

Upon hiring, the School Superintendent may, at his or her discretion, give consideration to service by an employee for employment other than with the District. All vacation days are earned, and prorated in the following year based on employee's hire/start date.

Vacation days will be earned and awarded as listed below:

1 year of service	10 days
1 to 10 years of service	20 days
10+ years of service	25 days

Upon hiring, the School Superintendent may, at his or her discretion, give consideration to service by an employee for employment other than with the District. All vacation days are earned, and prorated in the following year based on employee's hire/start date.

An employee may not carry more than five (5) vacation days beyond June 30. If an employee has more than five (5) vacation days available beyond June 30, the employee will be paid for a

maximum of five (5) vacation days, above the five days carried over, at the June 30 per diem rate. Payment for these days will be made no later than September 30. Vacation taken two weeks prior to the opening of school, and one week after the closing of school will be at the discretion of the School Superintendent.

Upon retirement or resignation from the employer, unused vacation days accumulated as an employee of this District will be paid at the per diem rate at the time of separation, providing four weeks written notice is given to the employer. No vacation is to be used during this four-week period.

S. MILEAGE REIMBURSEMENT

Effective July 1, 2014 employees will be reimbursed for their use of personal vehicles in the performance of work assignments or other District business. The Superintendent of Schools will establish a policy for reimbursement for travel within the District and must pre-approve reimbursement for travel outside of the District. No reimbursement will be made for commuting to work. The reimbursement rate will be the maximum rate allowed by the Internal Revenue Service.

**BOARD OF SCHOOL DIRECTORS OF THE
MARPLE NEWTOWN SCHOOL DISTRICT**

Date: 8/26/14

By: Kennel

President, Board of School Directors

Date: 8/26/14

Secretary, Board of School Directors

Attest: [Signature]

Date: 8/26/14

By: Stephen Eubrus

Title:
Marple Newtown Administrators Association