

Susquehanna Community  
School District

Management team Agreement

2014/2015

2015/2016

2016/2017

2017/2018

**MANAGEMENT TEAM AGREEMENT**

This **AGREEMENT** made this **nineteenth day of March 2014**, by and between the School Board of the Susquehanna Community School District, hereinafter referred to as "EMPLOYER".

**AND**

Susquehanna Community School District Management team hereinafter referred to as "EMPLOYEE".

**WITNESS TO:**

- 1) The provisions of this **AGREEMENT** SHALL BECOME **EFFECTIVE JULY 1, 2014**, and shall continue in full force and effect until **June 30, 2018**.
- 2) As a condition of the various provisions of this AGREEMENT, EMPLOYEE pledges that its members will not engage in a strike (as that term is defined in Act 195 of the 1970 Session of the General Assembly) during the term of this AGREEMENT.
- 3) EMPLOYER and EMPLOYEE agree that during the term of this AGREEMENT, EMPLOYEE'S members shall be compensated in accordance with the enumeration of salaries and wages attached.
- 4) EMPLOYER and EMPLOYEE agree that other benefits to be provided EMPLOYEE'S members during the term of this AGREEMENT are reflected as stated.
- 5) EMPLOYER and EMPLOYEE agree that grievances, which arise out of the interpretation of this agreement, shall be resolved in accordance with the grievance procedure described in Schedule "G", attached hereto and made part hereof.
- 6) The parties hereto agree that this AGREEMENT contains their complete understanding and that no additional negotiations on this AGREEMENT shall be conducted on any item, whether contained herein or not, during the life of this AGREEMENT.
- 7) If any provisions of this AGREEMENT shall be declared invalid, such decision applies only to said provisions and shall not in any manner, imply or declare that the remaining provisions herein are nullified.
- 8) This AGREEMENT shall become effective upon its approval by EMPLOYER and EMPLOYEE.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused this AGREEMENT to be executed that day and year first above written.

ATTEST:

SCHOOL BOARD OF THE SUSQUEHANNA  
SCHOOL DISTRICT

\_\_\_\_\_

BY: \_\_\_\_\_  
PRESIDENT

SUSQUEHANNA COMMUNITY  
MANAGEMENT TEAM EMPLOYEE  
REPRESENTATIVE

BY: \_\_\_\_\_  
REPRESENTATIVE

BY: \_\_\_\_\_  
REPRESENTATIVE

## **TABLE OF CONTENTS**

	<b><u>PAGE #</u></b>
<b>MANAGEMENT TEAM COMPENSATION PLAN</b>	<b>5</b>
<b>I.    Term</b>	<b>5</b>
<b>II.   Definitions</b>	<b>6</b>
<b>III.  SALARY COMPENSATION</b>	<b>7</b>
1) Salary Schedules	7
2) Administrative Increase	8
3) Longevity	8
<b>IV.  GENERAL PROVISIONS</b>	<b>8</b>
1) Lunch Periods	8
2) Pay Periods	8
3) Mileage Compensation	9
<b>V.   FRINGE BENEFITS</b>	<b>9</b>
1) Paid vacation	9
2) Paid holidays	10
3) Group insurance	10
4) Cost Containment	11
5) Personal Leave	12
6) Worker's Compensation	13
7) Prolonged Sickness and Disability	14
8) Bereavement	15
9) Seniority	15
10) Tuition Reimbursement	16
11) Early Retirement	16
12) Retirement Insurance	17

<b>13) Retirement Salary Incentive</b>	<b>18</b>
<b>14) Unused Sick &amp; Personal</b>	<b>19</b>

## **MANAGEMENT TEAM COMPENSATION PLAN**

The Board of School Directors of the Susquehanna Community School District adopts the following Administrative Compensation Plan pursuant to the "Public School Code of 1949", as amended, Section 1164 - Management Team Compensation Plan. The Board recognizes the importance of maintaining an effective Management Team to strengthen the Administration and Educational Programs of the district, and to establish and improve communications, decision-making, conflict resolution, and other relationships among the members of the Team.

### **I. TERM OF THE COMPENSATION PLAN**

The plan is effective July 1, 2014 and shall continue until June 30, 2018.

### **II. DEFINITIONS**

The "Management Team" shall include the following positions for the purpose of this plan:

- Secondary Principal
- Elementary Principal
- Supervisor of Curriculum, Instruction and Assessment
- Special Education Supervisor
- Maintenance Supervisor
- Food Service Manager
- Assistant Food Manager
- Head of Technology Operations
- Administrative Assistant to the Superintendent
- Confidential Assistants Business Office - 2
- Confidential Assistant to the High School Principal
- Confidential Assistant to the Elementary Principal

**LEVEL A – PRINCIPALS, SUPERVISOR OF CURRICULUM, INSTRUCTION AND ASSESSMENT, SPECIAL EDUCATION SUPERVISOR**

The High School Principal, Elementary Principal and Supervisor of Curriculum, Instruction and Assessment shall work 7.5 hours per day for two hundred thirty five (235) days. The Special Education Supervisor shall work 7.5 hours per day for one hundred ninety eight (198) days.

**LEVEL B – HEAD OF MAINTENANCE, HEAD/ASSISTANT HEAD OF FOOD SERVICE AND HEAD OF TECHNOLOGY OPERATIONS**

The Head of Maintenance shall work eight (8) hours per day, five (5) days per week, for fifty-two (52) weeks for a total of two hundred sixty (260) days.

The Head of Technology Operations shall work eight (8) hours per day, five (5) days per week, for fifty-two (52) weeks for a total of two hundred sixty (260) days.

The head of Food Service shall work eight (8) hours per day for two hundred ten (210) days. The Assistant Head of Food Service employee shall work 7.25 hours per day for one hundred eighty six (186) days.

**LEVEL C – CONFIDENTIAL ASSISTANTS**

The Confidential Assistants shall work 7.5 hours per day for two hundred thirty five days (235) days.

**MANAGEMENT TEAM SUMMER SCHEDULE**

The Board of Education will evaluate the possibility of a revised summer schedule on a year to year basis.

## MANAGEMENT TEAM COMPENSATION PLAN

Salaries and related compensations for Management Team Members have been determined by discussions between the Board of Educators and Management Team Members. The following compensation plan has been determined to equally and fairly compensate existing Management Team members within the Susquehanna Community School District.

### SALARY COMPENSATIONS

Recommendations:

Each Management Team Member's salary level shall be increased by a percentage that takes into consideration:

The number of months per year the Team Member is employed  
The additional responsibilities the Team Member has because of the nature of his/her job

The additional amount of time per day/week - month/year the Team Member must give to his/her position to carry out those responsibilities

All other responsibilities incidental to the Management Team member's job.

### SALARY SCHEDULES

Salary increases will be paid as follows:

- **Level A** – Shall receive an increase of **3.25%** for the 2014-2015 school year. Beginning with Year 2 (2015/2016) through Year 4 (2017/2018) the increase will be equal to the Professional Contract. The increase will be applied to the previous year's base rate.

- **Level B & Level C** – Shall receive an increase of **4.05%** for the 2014-2015 school year. Beginning with Year 2 (2015/2016) through Year 4 (2017/2018) of the contract the increase will be equal to the Professional Contract. The increase will be applied to the previous year's base rate.

**ADMINISTRATIVE INCREASE LEVEL B & LEVEL C**

Level B & Level C, in addition to the above increase, will receive an administrative increase of \$200.00 for Year 1 (one) (2014-2015) of the contract only.

**LONGEVITY LEVEL B & LEVEL C**

Level B & Level C, in addition to the above increases, will receive longevity based upon years of service as follows:

10 years	\$50.00/year
15 years	\$100.00/year
20 years	\$150.00/year

Each Management Team Member's salary shall be increased as follows:

“SEE ATTACHED”

Longevity is for Year 1 (one) (2014/2015) of the contract only.

**GENERAL PROVISIONS**

**LUNCH PERIOD**

All Management Team employees will be granted ½ hour lunch period during their regular daily schedule with pay. No additional earnings are allowed if any employee decides to work during their lunch period.

**PAY PERIODS**

All employees shall be paid on the 1<sup>st</sup> and 15<sup>th</sup> of each month. All



employees pay will consist of their yearly rate divided by 24 pay periods. All compensation shall be remitted to employees through direct deposit.

Any scheduled federal, state or local deductions will be deducted from the employee's gross earnings.

Pay periods are subject to change at the discretion of the Administration. A two (2) month notice shall be given prior to any change.

### **MILEAGE COMPENSATION**

When an employee may be required to use his/her own private vehicle for travel on behalf of the school, whether for carrying out a job responsibility or for travel for the purpose of conducting school business, the school shall reimburse such an employee for the use of his/her vehicle in accordance with the Internal Revenue Service qualified per mile rate current at any point in time.

Reimbursement shall be equivalent to the exact number of miles traveled to and from the qualified destination to which such travel is required times the IRS qualified rate. Susquehanna Community Schools shall require accurate documentation from the employee identifying the time, date, destination, mileage and reason for travel before reimbursement is made to an employee for use of his/her private vehicle.

### **FRINGE BENEFITS**

#### **PAID VACATION – LEVEL A, B MAINTENANCE & HEAD OF TECHNOLOGY ONLY & C.**

Twelve-month 235 day and 260 day employees shall be granted annual vacations as follows:

First and second year of employment - one week per year  
Third and fourth year of employment - two weeks per year  
Fifth and subsequent years - three weeks per year

\*One additional vacation day shall be granted per year after 15 years of service up to a maximum of 20 days per year.

Vacations shall be allowed by arrangement with the Superintendent. Vacations may be taken while school is in session. Priority on vacation time is to be determined by the years of service if a conflict should arise.

Vacation schedules shall be prepared one month prior to the vacation

and shall be arranged so that only one maintenance person per building is off duty at a specific time during the school term.

Vacation days are not cumulative from year to year. All vacations must be taken during the school year in which they are earned. **(July 1 – June 30)**

Extensions, related to the utilization of vacation, may be given on a case by case basis per the approval of the Superintendent.

Annually the number of work days shall be established for all 235 day employees. The number of work days shall include all instructional and non instructional days, minus legal holidays and established school holidays. If the number of work days is greater than the contractually required days per the position (235), the employee will receive additional vacation days. For example: it is deemed that there are a total of 242 possible work days for all 235–day employees. The 235-day employees would be given seven (7) extra vacation days. To receive the extra vacation days, all 235-day employees are required to work days in which school is cancelled due to weather-related or some other emergency. If the employee does not work cancelled school days, a vacation day must be utilized for the missed day.

## **PAID HOLIDAYS**

12 month 260 day employees shall be compensated for the following holidays:

- 1) New Year's Day
- 2) Good Friday
- 3) Memorial Day
- 4) Independence Day
- 5) Labor Day
- 6) Thanksgiving Day
- 7) Thanksgiving Friday
- 8) Christmas Day
- 9) One Floating Holiday
- 10) One day before/after Christmas **or** New Year's

**TOTAL = 10 PAID HOLIDAYS**

## **GROUP INSURANCE:**

The BOARD shall provide at its expense the following insurance benefits:

- 1) Medical and hospitalization insurance for the Management Team employees and dependents, which is currently referred to as Blue Care PPO, shall provide no deductibles, a \$15.00 co-pay for an office visit for a primary care physician, a \$30.00 co-pay for a specialist visit including a chiropractic visit, Physical, occupational and speech therapy, a \$20.00 co-pay for home health and home infusion, a \$75.00 co-pay for MRI, MRA, CAT Scan, PET Scan and Nuclear Imaging that are done as out-patient diagnostic only, a \$50.00 co-pay for emergency medical. These payments have limited visits per plan design and the foregoing are for the preferred provider network only. Retail prescription drug coverage ( tier 0, tier 1. tier 2, tier 3) \$0.00, \$10.00, \$20.00 and \$35.00 co-pays with \$0.00, \$20.00, \$40.00, \$105.00 co-pays for mail order. An outline of the plan is attached to this Agreement Exhibit.
- 2) Delta Dental Plan I or an equivalent thereof will be full family coverage that includes 80%/20% coinsurance for Major Restorative and 50%/50% for Prosthodontics.
- 3) The Board shall provide Vision Benefits of America Plan or another vision plan with equal or better benefits than Vision Benefits of America.
- 4) Group Term Life Insurance will be provided as follows:
  - Level A - \$200,000.00 Maximum
  - Level B & Level C - \$50,000.00 Maximum

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017/2018) insurance benefits for number 1, 2 and 3 listed above will be equal to the Professional Contract.

## **COST CONTAINMENT – BONUS PAYMENT**

- 1) The following provision have been agreed to for the purpose of assisting the District in containing the cost of providing medical benefits to Management Team employees and limiting the future increases in those costs. Management Team employees who enrolled in the family or husband/wife coverage under the District paid health care plan and who are willing to discontinue that coverage shall receive a bonus payment of 50% of the premium per year at the time of such discontinuance in consideration of the cost savings to the District. To be eligible for the bonus payment, the disenrollment must be for a minimum period of one (1) year. If such members of the Management Team later wish to re-enroll in the District-paid health care plan, they may do so upon the condition that they notify the superintendent on or before March 15<sup>th</sup> of the school year prior to being re-enrolled. Compliance with this re-enrollment procedure will be strictly enforced. In the event an employee enrolled in other than family coverage is willing to discontinue coverage under terms of similar to the above a proportionate bonus payment based on the relative premium cost will be made. Management Team employees receiving a bonus who terminate employment with the District in less than one (1) calendar year from the date of their disenrollment shall have deducted from final salary payments a pro-rata portion of the bonus. A Management Team employee who must re-enroll or newly enroll in the District paid health care plan prior to a full year of disenrollment due to loss of alternative medical coverage or other emergency circumstances may do so provided that the individual shall return to the district the pro-rata portion of the bonus payment corresponding to the balance of the original year of disenrollment.
- 2) No employee hired after July 1, 1993 shall be eligible for coverage as an employee and dependent at the same time.
- 3) An employee must prove they have alternative health care coverage in order to receive the bonus payment.

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017/2018 ) Cost Containment – Bonus Payment listed above will be equal to the Professional Contract.

## **PERSONAL LEAVE**

Each 235 DAY AND 260 DAY Management Team employees are entitled to two (2) personal leave days in addition to the twelve (12) sick leave days provided annually by the sickness, injury, or death provisions of this agreement. All other Management Team employees are entitled to two (2) personal leave days in addition to ten (10) sick leave days provided annually by the sickness, injury, or death provisions of this agreement. One additional personal leave day will be awarded after completion of fifteen (15) years of service. These personal leave days may be accumulated but in no event shall any Management Team employee use more than four (4) personal days per year.

### **VETERANS:**

Any Veteran, meeting the official definition of Veteran, shall receive one extra vacation day per year. This vacation day must be used during the year and will not accumulate.

### **DEFINITION OF VETERAN:**

- 1) A "veteran" is an individual who has served on continuous federalized active military duty for one hundred eighty days or the full period for which the individual was called or ordered to active military duty for reasons other than training, and who was discharged or released under other than dishonorable conditions. A discharge reflecting "expiration of term of service" or "completion of required service" or words to that effect qualifies the shorter term of service as making the individual a veteran.
- 2) A "wartime veteran" is an individual who served in the active military forces, during a period of armed conflict or who received the armed forces expeditionary or other campaign service medal during an emergency condition and who was discharged or released under other than dishonorable conditions. "Wartime veteran" also includes an individual who died in the line of duty in the active military forces, as determined by the armed forces.

## **WORKERS' COMPENSATION**

When a Management Team employee is prevented by job related injury from following his or her occupation, the employee shall follow the process described below.

An employee at his discretion may choose to coordinate his workers'

compensation benefits with his normal school benefits in the following manner:

The employee shall endorse his workers' compensation checks to the District and in return the District shall deduct one-third (1/3) sick day from the employee's accumulated sick leave for each day of workers' compensation leave and continue paying him his regular check with all normal benefits and deductions.

However, nothing in the foregoing shall be construed or applied in such a manner as to cause the Management Team employee to be required to return from workers' compensation leave when he runs out of sick leave. In such a case, the Management Team employee may be limited to his workers' compensation payments and any other payments/benefits he/she would be entitled to under the Management Team agreement.

### **LEAVE - PROLONGED SICKNESS AND DISABILITY**

A Management Team employee who is unable to work because of personal illness or disability or who has exhausted all sick leave may be granted a leave of absence without pay on sixty (60) days notice to the Board of his/her inability to return to work at the beginning of any school year or at the end of any leave on a year-to-year basis subject to the right of the Superintendent to assign.

An employee who is unable to work because of a catastrophic illness and who has exhausted all sick leave available may be granted additional sick days under the following conditions:

- 1) Any Management Team member who wishes, can contribute one (1) sick day per person from their total of unused sick leave to any person described above.  
If enough days were not donated it can be opened up to Professional staff. The maximum number of days to be donated is sixty (60) days.
- 2) A committee comprised of the Superintendent, Principal, Supervisor, Management Team Representative and one (1) other employee of the same classification chosen by the Management Team Representative shall decide by majority vote the number of sick days to be awarded.

- 3) This committee must act upon the request within ten (10) days from when the request is submitted by the affected employee to the District Superintendent.
- 4) The Employee Representative shall survey the staff members, tabulate and rank the number of days to be donated in alphabetical order.
- 5) If a person does not use the days awarded by the committee, the days will be returned to each staff member at which point the next request shall be tabulated and filled from the point where the last list ended.
- 6) 60 days maximum can be donated to Management Team employees.

#### **PAYMENT OF SALARIES IN CASES OF BEREAVEMENT**

Whenever a Management Team employee shall be absent from duty because of death in the immediate family of said employee, there shall be no deduction in salary of said employee for an absence not in excess of three (3) school days. The Board of Directors may extend the period of absence with pay at its discretion as the exigencies of the case may warrant. Members of the immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law or near relative who resides in the same household, or any person with who the employee had made his home.

Whenever an employee shall be absent from duty because of a death in the step-family of said employee, there shall be no deduction in the salary of said employee for an absence not in excess of two (2) days. The Board of School Directors may extend the period of absence with pay in its discretion as the exigencies of the case may warrant. Members of the step-family shall be defined as step-parents, step-children, and step-siblings of the employee.

Whenever a Management Team employee is absent because of the death of a near relative, there shall be no deduction in the salary of said employee for absence on the day of the funeral. The Board of Directors may extend the period of absence with pay at its discretion as the exigencies of the case may warrant. A near relative shall be defined as grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law, or first cousin.

Depending on the circumstances, the Superintendent and/or Board shall have the discretion in special circumstances.

All compensation required to be paid under these provisions shall be paid to the employee in the same manner and at the same time said employee would have received his salary if actually engaged in the performance of his duties.

### **SENIORITY RIGHTS**

If an employee is hired on a full time basis, the employee will be eligible for seniority. If an employee worked for more than one half of the school year, the employee will be credited with one full year for seniority. No other fractional parts of a year's service will be considered.

### **TUITION REIMBURSEMENT**

The Board shall reimburse a Management Team member at the following rates:

- Level A: 9 credits/year at 75% reimbursement
- Level B & Level C: 9 credits/year at 50% reimbursement

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017/2018) the tuition reimbursement will be the same as the Professional Contract.

### **EARLY RETIREMENT**

#### **A) CRITERIA FOR ELIGIBILITY**

- 1) THE INDIVIDUAL SEEKING RETIREMENT MUST HAVE BEEN A FULL-TIME SALARIED MEMBER OF THE SUSQUEHANNA COMMUNITY SCHOOL DISTRICT STAFF FOR A MINIMUM OF FIFTEEN (15) CONSECUTIVE YEARS IN THE DISTRICT IMMEDIATELY PRECEDING JUNE 30TH OF THE YEAR RETIRING.



- 2) THE INDIVIDUAL SEEKING RETIREMENT MUST BE AT LEAST FIFTY-FIVE (55) YEARS OF AGE BY SEPTEMBER 1 OF THE YEAR RETIRING OR HAVE AT LEAST THIRTY (30) CREDITED YEARS OF SERVICE WITH THE PUBLIC SCHOOL EMPLOYEE'S RETIREMENT SYSTEM (PSERS) AND MUST NOT BE ELIGIBLE FOR A DISABILITY PENSION UNDER THE PENNSYLVANIA SCHOOL EMPLOYEES' RETIREMENT SYSTEM.
- 3) THE INDIVIDUAL SEEKING RETIREMENT ON JUNE 30TH OF ANY YEAR MUST SUBMIT NOTIFICATION TO THE BOARD OF EDUCATION BY APRIL 1ST OF THAT YEAR.
- 4) THE PERSON MUST BE RETIRING UNDER THE PROVISIONS OF THE PENNSYLVANIA SCHOOL EMPLOYEE'S RETIREMENT SYSTEM (PSERS) AND MUST SUBMIT NOTIFICATION THAT SUCH RETIREMENT HAS BEEN COMPLETED BY SEPTEMBER 1ST OF SAID YEAR.
- 5) THE BOARD SHALL PROVIDE, A RETIREE, AT ITS EXPENSE, WITH SINGLE COVERAGE FOR MEDICAL BENEFITS, UNTIL THE RETIREE IS ELEGIBLE FOR MEDICARE AS PROVIDED IN THIS AGREEMENT BUT NOT INCLUDING VISION AND DENTAL.

Beginning with Year 2(two) (2015/2016) through Year 4 (four) (2017-2018) the above will be the same conditions as the Professional Contract.

### **RETIREMENT INSURANCE**

The parties intend to combine the PSERS premium assistant payments provided under Act 23 or similar legislation with the employer's payment for the retiree's health insurance so that retirees will have full single plan coverage under the employer's group health insurance program without incurring any personal expense.

- 1.) The employer shall invoice eligible retirees for the amount provided by Act 23 or similar legislation. Employees who retire under this Agreement agree to pay the employer one hundred dollars (\$100.00) per month or the equivalent of the PSERS rate toward the group premium rate for health insurance. The employer agrees to pay the balance of this monthly premium to fully insure the retiree under the employer's plan. If Act 23 should be

amended, revoked or repealed and not replaced by similar legislation, the employer will immediately assume the cost of coverage for the retiree for the plan as specified in this agreement.

- 2.) If it becomes possible for direct payment by PSERS to the employer, such arrangements will be made thereby eliminating the need for the invoice.
- 3.) If the retiree is not eligible for reimbursement through Act 23 or similar legislation, the employer will assume full cost of the coverage. The parties agree that the employer will not cancel the retiree's participation in the group insurance listed above as long as the retiree processes the application to PSERS and makes the one hundred (\$100.00) dollar payment as provided herein.

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017/2018) the retirement insurance will be the same conditions as the Professional Contract.

### **Salary Incentive**

Payment for the salary incentive shall be paid as follows:

- Level A – Any Level A Management Team employee who has worked for more than fifteen (15) years in the district, meets the eligibility requirements on page 15, and retires, shall be paid 60% of his/her final salary. The resulting amount shall be divided into five (5) equal payments. The first payment shall be paid to the employer paid 403(b) plan as soon as certification of actual retirement has been submitted to the superintendent of schools, but not earlier than July of said year. Remaining payments shall be paid to the 403(b) the following and succeeding July 1 until the monetary amount has been fully contributed pursuant to the IRS guidelines. The employee shall be required to establish the qualified 403(b) account with Kades-Margolis which shall be responsible for administering the account prior to separation of service. Failure of the employee to establish this account shall result in forfeiture of the ERI benefit.

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017-2018) Salary Incentives listed above will be equal to the Professional Contract.

- Level B & C – Any Level B or Level C Management Team member who has worked for more than fifteen years (15) in the district, meets the eligibility requirements on page 15, and retires, shall be paid 20% of his/her final salary. The resulting amount shall be divided into five (5) equal payments. The first payment shall be paid to the employer paid 403(b) plan as soon as certification of actual retirement has been submitted to the superintendent of schools, but not earlier than July of said year. Remaining payments shall be paid to the 403(b) the following and succeeding July 1 until the monetary amount has been fully contributed pursuant to the IRS guidelines. The employee shall be required to establish the qualified 403(b) account with Kades-Margolis which shall be responsible for administering the account prior to separation of service. Failure of the employee to establish this account shall result in forfeiture of the ERI benefit.

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017-2018) Salary Incentives listed above will be equal to the Professional Contract.

### **PAYMENT FOR UNUSED SICK LEAVE/PERSONAL LEAVE**

Payment for unused sick and personal leave shall be paid as follows:

- **Level A** – Any Level A Management Team employee who has worked for more than fifteen (15) years in the district and retires, shall be paid at a rate of \$85.00 per day for any unused sick and personal leave provided that the retirement occurs simultaneously with and in accordance with the PSERS program. All payments for unused leave shall be deposited to the employer provided 403B account as established by a Memorandum of Agreement in May of 2003. There shall be no cash option available for this benefit. The exception of any amount \$2,000.00 or under a direct payment will be made to the employee (no 403B deposit).

Beginning with Year 2 (two) (2015/2016) through Year 4 (four) (2017/2018) payment for unused sick/personal leave listed above Level A will be equal to the Professional Contract

**Level B & Level C** – Any level B or Level C Management Team member who has worked for more than fifteen (15) years in the district and retires, shall be paid at a rate of \$40.00 per day for any unused sick and personal leave provided that the retirement occurs simultaneously with and in accordance with the PSERS program. All payments for unused leave shall be deposited to the employer provided 403B account as established by a memorandum of Agreement in May of 2003. There shall be no cash option available for this benefit. With the exception of any amount \$2,000.00 or under a direct payment will be made to the employee (no 403B deposit).

