

**TYRONE AREA SCHOOL DISTRICT**  
701 Clay Avenue  
Tyrone, PA 16686

**Act 93 Middle Management Team Agreement**

Covering the period of  
July 1, 2014 through June 30, 2017



**Board Approved: May 13, 2014**

Benefits are provided to Middle Management Team personnel who include:

- ◆ High School Principal
- ◆ Middle School Principal
- ◆ Elementary Principal
- ◆ Curriculum Director
- ◆ Network Administrator/Systems Engineer
- ◆ Physical Plant Engineer/Supervisor
- ◆ School Psychologist

## 1. LEAVES

- A. Sick Leave – Accumulation and use of sick leave shall be in accordance with State Law and Policy approved by the Board of School Directors. Employees covered by the contract may participate in the Sick Leave Bank as provided by board policy.
- B. Leave of Absence – It shall be the policy of the Board of School Directors to grant leaves of absences to members of the Middle Management Team for reasons deemed appropriate by the Board of School Directors.
- C. Sabbatical Leave – Middle Management Team members shall be entitled to sabbatical leave for professional study or recovery of health, in accordance with State statutes, upon written request from the applicant and approval by the Board of School Directors.

## 2. LEGAL DUTY

Members of the Middle Management Team who are absent from district duties to appear in court in response to an official subpoena shall receive payment as described in the teacher contract.

## 3. CONTRACT YEAR

The fiscal year for all contracts for members of the Middle Management Team will begin July 1 and end June 30. Administrative salaries of all Team members shall reflect a pay increase beginning July 1 for the current fiscal year.

## 4. FRINGE BENEFITS

- A. Hospitalization - For the duration of the contract, Tyrone Area School District shall pay for Employee and eligible covered dependents Highmark PPO Blue Qualified High Deductible Health Plan coverage as described in Appendix A at no premium cost to the employee. The employee shall be responsible to initiate the coverage through the Business Office and to modify the coverage when necessary.

### Health Savings Account (HSA)

The District shall contribute to a health savings account for each employee who receives health insurance pursuant to this Agreement. The payments will be made on the first business day that occurs on or after January 1 of each year and

shall be made based on each employee's level of health care coverage as per the following schedule:

<u>Coverage</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Individual	\$1,000	\$1,000	\$500
Employee & Dependent(s)	\$2,000	\$2,000	\$1,000

- B. Dental Insurance – The Tyrone Area School District shall provide full dental insurance premium coverage for employee and family comparable to Delta Dental Plan #1188.
- C. Vision Insurance – The Tyrone Area School District shall provide full vision insurance coverage for the employee comparable to the Davis Vision program. Employees shall have the option of purchasing additional dependent coverage.
- D. Life Insurance – A term life insurance policy with an accidental death and dismemberment rider in the amount of \$75,730 shall be provided with full premium to be paid by the school district. Professional employees shall be notified if the carrier is changed during the term of this contract.
- E. Long-Term Disability – Insurance will be provided for each member of the Middle Management Team. The plan is as follows:
  - (1) This insurance will be provided through PSBA.
  - (2) The benefit schedule includes 50% of monthly salary to a maximum of \$5,000 per month for a maximum of 60 months.
- F. Insurance – Middle Management Team members will be covered with a policy or policies that protect them under bodily and personal injury and against legal suit for “omissions and errors.”

**5. HOLIDAYS/VACATION DAYS**

- A. 12 month Middle Management Team members will receive the following paid holidays unless school is in session: New Year's Eve, New Year's Day, Good Friday, Easter Monday, Memorial Day, July 4<sup>th</sup>, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day.
- B. Middle Management Team members working twelve months have four weeks (20 days) of vacation which may be accumulated over a two-year period only and used at the discretion of the Middle Management Team member, with the approval of the superintendent. Up to five (5) days of unused vacation days may be converted to sick days per year.
- C. To better coordinate district assignments and schedules among administrators, past procedures are reduced to writing to better clarify coverage.
  - (1) Administrators working less than 12 months should plan to work 10 days prior to the start and 5 days after the completion of the school term (as defined by the first and last day for professional staff). In addition, Administrators should

be available during the summer for related responsibilities; i.e., interviewing for district positions. The remaining days may be worked at the discretion of the administrator as it relates to the workload. These days should be coordinated with the superintendent. Time sheets should reflect the working schedule based on the approved contract days. No working days shall be credited or debited to the ensuing contract year.

(2) Administrators committed to a 12-month contract (260 days) should be available for work 10 days prior to the start and 5 days after the completion of the school term (as defined by the first and last day for professional staff). At the Middle School and High School, at least one administrator should be available daily at the school throughout the regular school year. Holidays are exceptions to this procedure. Time sheets for the 260-days should reflect the working schedule.

(3) Special work assignments, interview schedules, etc., should be coordinated with the Superintendent's Office. Any exceptions to the above should be discussed with the superintendent.

D. Upon retirement, an administrator has the option to be paid the per diem rate for accumulated days in lieu of taking vacation days. If a Middle Management Team member separates from the District, he or she will receive per diem payment for unused vacation days to a maximum of 40 days. If the Board of School Directors terminates the contract, no payment will be made.

**6. EMPLOYMENT CONTRACT DAYS**

◆ Elementary Principal .....	260 Days
◆ Middle School Principal .....	260 Days
◆ High School Principal .....	260 Days
◆ Curriculum Director.....	260 Days
◆ Network Administrator/Engineer .....	260 Days
◆ Physical Plant Engineer/Supervisor .....	260 Days
◆ School Psychologist .....	220 Days

**7. CONFERENCES**

An allocated amount of money will be budgeted for administrative supervisory conferences. The superintendent shall approve all conference requests.

**8. TRANSPORTATION ALLOWANCE**

Reimbursement for mileage shall be commensurate with IRS reimbursement rate.

**9. MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS**

Each Middle Management Team member may join at least one professional organization related to his or her job classification as approved by the superintendent. The Board of School Directors shall pay for such professional dues in total.

**10. SEVERANCE PAY**

Members of the Middle Management Team, after five (5) years of service, shall receive severance pay for retirement purposes only for every accumulated but unused sick leave day. The amount of reimbursement shall be at the prevailing per diem rate to maximum of 100 days.

**11. PAYMENT OF COLLEGE CREDITS**

The Board shall issue credit reimbursement to each employee up to 100% of the actual cost per credit. Payment to employees shall be limited to twelve (12) credits per year. The college credits must be successfully completed in the major area of certification. Credits for classes taken in related fields, on-line classes, video classes, and other non-traditional classes require prior approval by the Superintendent. Payment shall be made on the basis of an official transcript with a grade of "B" or better as evidence of satisfactory completion of the course. Monthly payments shall be made upon submission of a transcript for college credits earned from July 1, 2014 to June 30, 2017, with a written request attached. College transcript and proof of amount paid (canceled check, credit card receipt, or billing statement from the institution showing the amount paid) shall be submitted to the Business Office by the fifteenth (15th) of each month to receive payment the following month. .

Employees who do not continue in full-time employment with the district for three (3) or more years immediately following the completion of the credits referred to herein shall reimburse the District for these credits on their last day of employment. This provision does not apply to employees who leave employment because of debilitating health issues, furlough, discharge, or retirement.

**12. SALARIES**

Salaries shall be in accordance with the attached schedule, which reflects any adjusted amounts. Any changes in Middle Management Team members shall result in a negotiated starting salary. If any Middle Management position is extended to require extra days of service, a salary adjustment shall be made on a per diem basis that is consistent with the salary for the year the change occurs.

**13. TERM OF AGREEMENT**

The term of this Agreement shall begin July 1, 2014, and shall continue in full force and effect until June 30, 2017.

**14. EFFECTIVE DATE AND SIGNATURE**

This Act 93 Middle Management Agreement is made this **13th** day of **May, 2014** between the Tyrone Area School District and the Middle Management Team.

May 13, 2014  
DATE

James B. Crawford  
James B. Crawford, President  
Tyrone Area School Board

## SALARY SCHEDULE

<u>Name</u>	<u>Position</u>	<u>Days</u>	<u>2013-14 Salary</u>	<u>Increase 2.75%</u>	<u>2014-15 Salary</u>	<u>Increase 2.65%</u>	<u>2015-16 Salary</u>	<u>Increase 2.55%</u>	<u>2016-17 Salary</u>
Drager	Network Administrator	260	73,771.34	2,028.71	75,800.05	2,008.70	77,808.75	1,984.12	79,792.88
Muir	Physical Plant Supervisor	260	78,222.30	2,151.11	80,373.41	2,129.90	82,503.31	2,103.83	84,607.14
Klock	Psychologist	220	64,168.58	1,764.64	65,933.22	1,747.23	67,680.45	1,725.85	69,406.30
Russell	Principal	260	86,427.51	2,376.76	88,804.27	2,353.31	91,157.58	2,324.52	93,482.10
Pinter	Principal	260	76,875.00	2,114.06	78,989.06	2,093.21	81,082.27	2,067.60	83,149.87
Yoder	Principal	260	91,931.40	2,528.11	94,459.51	2,503.18	96,962.69	2,472.55	99,435.24
Estep	Curriculum Director	260	85,888.01	2,361.92	88,249.93	2,338.62	90,588.55	2,310.01	92,898.56

## APPENDIX A

# Tyrone Area School District

## Overview of PPOBlue Qualified High Deductible Health Plan

BENEFIT	PPOBlue Qualified High Deductible Health Plan Non-Grandfathered	
	In-Network Care <sup>1</sup>	Out-of-Network Care <sup>1,2</sup>
<b>Policy Provisions</b>		
Benefit Period	July 1 - June 30	
Benefit Period Deductible <sup>3</sup> (Employee Only Plan / Family Plan)	\$1,250 / \$2,500 Applies to Medical and Prescription Drug Benefits	
Co-Insurance (The Plan Pays:)	100% after deductible	80% after deductible
Annual Out-of-Pocket Maximum <sup>3</sup> (Employee Only Plan / Family Plan)	Not Applicable	\$1,500 / \$3,000 (not including deductibles)
Total Maximum Out-of-Pocket (Employee Only Plan/Family Plan) <sup>4</sup> (Includes deductible, coinsurance, & copays)	\$1,250 / \$2,500	Not Applicable
Lifetime Maximum Per Person	Unlimited	
Dependent Eligibility	Dependents To Age 26	
Precertification Requirements <sup>5</sup>	Yes	
<b>Preventive Care Services</b>		
Routine Physical Exams (adult & pediatric)	100% (deductible does not apply)	80% after deductible
Routine Gynecological Exams, including PAP Test	100% (deductible does not apply)	80% (deductible does not apply)
Adult Immunizations	100% (deductible does not apply)	80% after deductible
Childhood Immunizations	100% (deductible does not apply)	80% (deductible does not apply)
Mammograms - Routine	100% (deductible does not apply)	80% after deductible
Colorectal Cancer Screening - Routine	100% (deductible does not apply)	80% after deductible
<b>Hospital / Physician Services</b>		
Physician Office Visits	100% after deductible	80% after deductible
Specialist Office Visits	100% after deductible	80% after deductible
Maternity Care (facility & professional)	100% after deductible	80% after deductible
Inpatient Hospital Services	100% after deductible	80% after deductible
Outpatient Hospital Services	100% after deductible	80% after deductible
Medical/Surgical Services (except office visits)	100% after deductible	80% after deductible
Diagnostic Services Advanced Imaging (MRI, CAT Scan, 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
Mammograms - Medically Necessary	100% after deductible	80% after deductible
Colorectal Cancer Screening - Medically Necessary	100% after deductible	80% after deductible
Allergy Extracts	100% after deductible	80% after deductible
Transplant Services	100% after deductible	80% after deductible
<b>Emergency Services</b>		
Emergency Room Services <sup>5</sup>	100% after deductible	
Ambulance	100% after deductible	80% after deductible
<b>Therapy Services</b>		
Spinal Manipulation Services	100% after deductible	80% after deductible
	<i>Combined Limit: 20 visits per benefit period</i>	
Physical Therapy Services	100% after deductible	80% after deductible
Speech & Occupational Therapy Services	100% after deductible	80% after deductible
Cardiac Rehabilitation, Chemotherapy, & Dialysis Treatment	100% after deductible	80% after deductible
Infusion & Radiation Therapy Services	100% after deductible	80% after deductible
Respiratory Therapy Services	100% after deductible	80% after deductible

# Tyrone Area School District

## Overview of PPOBlue Qualified High Deductible Health Plan

BENEFIT	PPOBlue Qualified High Deductible Health Plan Non-Grandfathered	
	In-Network Care <sup>1</sup>	Out-of-Network Care <sup>1, 2</sup>
<b>Behavioral Health Services</b>		
Mental Health - Inpatient	100% after deductible	80% after deductible
Mental Health - Outpatient	100% after deductible	80% after deductible
Substance Abuse - Inpatient Detoxification	100% after deductible	80% after deductible
Substance Abuse - Inpatient Rehabilitation	100% after deductible	80% after deductible
Substance Abuse - Outpatient Rehabilitation	100% after deductible	80% after deductible
<b>Other Services</b>		
Dental Services Related to Accidental Injury	100% after deductible	80% after deductible
Diabetes Treatment	100% after deductible	80% after deductible
Durable Medical Equipment	100% after deductible	80% after deductible
Enteral Formulae	100% after deductible	80% after deductible
Home Infusion Therapy	100% after deductible	80% after deductible
Home Health Care	100% after deductible	80% after deductible
Hospice Care	100% after deductible	80% after deductible
Infertility Counseling, Testing and Treatment <sup>7</sup>	100% after deductible	80% after deductible
Orthotics	100% after deductible	80% after deductible
Pediatric Extended Care Services	100% after deductible	80% after deductible
	<i>Combined Limit: 100 days per benefit period</i>	
Private Duty Nursing	100% after deductible	80% after deductible
Prosthetics	100% after deductible	80% after deductible
Skilled Nursing Facility	100% after deductible	80% after deductible
<b>Prescription Drugs</b>		
Prescription Drug (Retail)	100% after deductible <sup>8</sup> Up to a 31 day supply Premier Pharmacy Network Open Formulary	
Prescription Drug (Mail Order)	100% after deductible <sup>8</sup> Up to a 90 day supply Open Formulary	

<sup>1</sup> 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.

<sup>2</sup> Precertification may be required for services rendered by out-of-network providers.

<sup>3</sup> Deductible is determined by the IRS and subject to change.

<sup>4</sup> The in-network total maximum out-of-pocket as mandated by the federal government must include deductible, coinsurance, & copays.

<sup>5</sup> HMS must be contacted prior to a planned inpatient admission or within 48 hours of an emergency or maternity-related inpatient admission. Some facility providers will contact HMS and obtain precertification of the inpatient admission on your behalf. Be sure to verify that your provider is contacting HMS for precertification. If not, you are responsible for contacting HMS. 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 incurred.

<sup>6</sup> Emergency service is any health care service provided to a member after the sudden onset of a medical condition that manifests itself by acute symptoms of sufficient severity or severe pain, such that a prudent layperson who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in: a) placing the health of the member, or, with respect to a pregnant woman, the health of the woman or her unborn child, in serious jeopardy; b) serious impairment to bodily functions; or c) serious dysfunction of any bodily organ or part.

<sup>7</sup> 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.

<sup>8</sup> At a retail or mail order pharmacy, if your deductible has not been met, you pay the entire cost for your prescription drug at the discounted rate Highmark has negotiated. The amount you paid for your prescription will be applied to your deductible.