

AGREEMENT

BETWEEN

EAST STROUDSBURG  
BOARD OF EDUCATION

AND

EAST STROUDSBURG EDUCATION  
ASSOCIATION

**2021-2022**

**to**

**2023-2024**

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## **AGREEMENT**

This agreement is entered into on this 4<sup>th</sup> day of November, 2021, by and between the Board of School Directors, East Stroudsburg Area School District, hereinafter called the “Board”, and the East Stroudsburg Education Association, hereinafter called the “Association”.

### **ARTICLE I – RECOGNITION**

The Board hereby recognizes the Association as the exclusive representative of its employees in an appropriate bargaining unit, as hereinafter defined, for the purpose of collective bargaining with respect to wages, hours and other terms and conditions of employment in accordance with the provisions of Act 195 of 1970 and Act 88 of 1992.

### **ARTICLE II – BARGAINING UNIT**

The unit deemed appropriate for the purpose of collective bargaining shall consist of all regular full-time professional employees employed by the Board as teachers, nurses, school counselors, librarians, dental hygienists, literacy/math coaches, instructional technology specialists, school psychologists, speech and language pathologists, dean of students, athletic directors, athletic trainers, and special education consultants excluding, however, all managerial, supervisory, confidential, and non-certified employees. Schedule “B” positions and salaries will remain within the Bargaining Unit. Whenever the term “teacher” is used in this Agreement, it shall also mean “bargaining unit member” unless the context of the article/section clearly indicates otherwise.

### **ARTICLE III – SALARY SCALES**

The salaries of all employees covered by this Agreement are set forth in Schedules “A” and “B”, which are attached hereto and made a part hereof.

### **ARTICLE IV – WAIVERS**

This Agreement incorporates the entire understanding of the parties on all negotiable matters and no additional negotiations will be conducted on any matters, whether contained herein or not, during the period of this Agreement, except by mutual agreement in writing.

### **ARTICLE V – STATUTORY SAVINGS CLAUSE**

Nothing contained herein shall be construed to deny or restrict to any teacher such rights as he/she may have under the Pennsylvania School Code or other applicable laws and regulations.

## **ARTICLE VI – NO STRIKE/NO LOCKOUT**

Neither the Association nor any of its members shall take part in any strike, as that term is defined in Act 195 of 1970 and Act 88 of 1992, during the term of this Agreement. The Board will not lock-out the employees covered by this Agreement.

## **ARTICLE VII – MANAGEMENT RIGHTS CLAUSE**

The parties recognize the right of the District to manage. Anything to the contrary notwithstanding, nothing in this Agreement shall be deemed to constitute a waiver by the Board, or to deny or restrict the Board in the exercise of, the rights, responsibilities or authority granted to it under applicable statutes.

## **ARTICLE VIII – JUST CAUSE**

No employee shall be disciplined or discharged except for just cause. Any employee asked to attend a meeting with a management representative which the employee reasonably believes may result in discipline or discharge shall be entitled to have an Association representative present at such meeting in accordance with applicable law. An employee who is subject to discipline and/or discharge may elect a hearing as provided by law or may file a grievance, but not both. In the event a grievance is filed, the employee will be required to sign a written waiver of a hearing before the Board. In the event the employee refuses to sign the waiver, the grievance shall be deemed withdrawn without the right to re-file and not be processed.

## **ARTICLE IX – GRIEVANCE PROCEDURE**

A. In the event a grievance arises between the parties, or between the Board and any employee covered by this Agreement, as to the interpretation of any of the provisions of this Agreement, the grievance shall be handled in accordance with the following procedure:

1. Any Bargaining Unit Member that has a grievance shall discuss it first with the administrator directly responsible for the matter being grieved in an attempt to resolve the matter informally at that level. A grievance to be considered under this procedure must be initiated by the grievant within ten (10) business days from the time when the grievant knew or should have known of its occurrence.
2. If, as a result of the discussion, the matter is not resolved to the satisfaction of the grievant within ten (10) business days, he/she shall set forth his/her grievance in writing to the administrator directly responsible for the matter being grieved on a form provided by the Board, a copy of which is attached. The administrator shall communicate his/her decision to the grievant in writing within ten (10) business days of the receipt of the written grievance.
3. If the grievance is not resolved satisfactorily in the foregoing step, the grievant may appeal the decision, within ten (10) business days of its receipt, to the Superintendent of Schools. The appeal to the Superintendent must be made in writing and specify the grievant's dissatisfaction with the decision previously rendered. The Superintendent shall attempt to resolve the matter within ten (10) business days, if practical. The Superintendent shall communicate his/her decision in writing to the grievant.

4. If the grievance is not resolved satisfactorily in the foregoing step, the grievant may request a review by the Board of the Superintendent's decision. The request must be made ten (10) business days of receipt of the decision in the foregoing step and shall be submitted in writing through the Superintendent of Schools, who shall attach all related papers and forward same to the Board. The Board, or a committee thereof, shall review the grievance and render a decision to the grievant in writing within thirty (30) business days of its receipt of the grievance. Copies of the Board's response will also be provided to the Association.

A grievant may be represented at any stage of the grievance procedure by himself/herself, or at his/her option, by a representative selected or approved by the Association.

- B. Disputes or grievances arising out of the interpretation of the provisions of this Agreement which have not been resolved satisfactorily in the foregoing steps of the grievance procedure may be submitted to arbitration by the Association. If arbitration is requested, the Association shall notify the Board within ten (10) business days of receipt of the Board's decision in Step 4 of the grievance procedure. Grievances concerning any matter not specifically part of this Agreement, or any matter for which a specific method of review is prescribed by law or any regulation of the State Secretary of Education, or any matter which according to law is either beyond the scope of Board authority or limited to action by the Board alone, shall not be deemed to be arbitrable.

The following procedure shall be used to secure the services of an arbitrator:

1. A joint request by the parties will be made to the Bureau of Mediation requesting a list of persons qualified to function as an impartial arbitrator in the dispute in question;
2. If the parties are unable to agree upon a mutually satisfactory arbitrator from the submitted list, they will request the Bureau of Mediation submit a second list of names; and,
3. If the parties are unable to agree upon a mutually satisfactory arbitrator after exhausting the second list, either party may request, within ten (10) calendar days of receipt of such list, the Bureau of Mediation to designate an impartial arbitrator.

The arbitrator shall limit himself/herself to the interpretation of the Agreement and shall not add to, nor subtract anything from, the Agreement between the parties. The decision of the arbitrator shall be final and binding.

The cost for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses and the cost of the hearing room, shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

## **ARTICLE X – SALARIES**

### **A. Salary Notification**

Prior to the start of a new school term, the Board agrees to notify each professional employee of his/her salary for that year and the number of total accumulated sick and personal leave days he/she has accrued.

## **B. Retroactivity Pay**

The following bargaining unit members are entitled to all applicable retroactive salary payments for 2021-2022

- a) Bargaining unit members who were employed in the District as of November 4, 2021 (i.e. date of ratification);
- b) Current retirees who were bargaining unit members employed in the District starting in the 2021-2022 school year.

Any former bargaining unit members, except retirees, who left the District prior to the date of ratification, are not entitled to retroactive salary payments except for retirees and Act 93 employees as defined above.

## **C. Salary Scale: Vertical Step Movement**

During each year of this agreement (2021-22, 2022-23, & 2023-24), eligible bargaining unit members (i.e. bargaining unit members who have worked half a school year or more during the previous school year) shall advance one step on the salary schedule (Schedule A).

## **D. Salary Scale: Horizontal Movement Beyond Bachelor's Degree**

Horizontal movement on the salary schedule shall be granted for each six (6) credits earned beyond the Bachelor's Degree to a maximum of thirty (30) credits. Credits may be either undergraduate or graduate level credits and require no prior administrative approval. However, a "Notice of Course Work" form must be submitted to the personnel office at the time of enrollment to insure proper accounting for credits and timely salary adjustments.

## **E. Salary Scale: Horizontal Movement Beyond Master Equivalency/Master's Degree**

All employees who have attained by August 31, 1994, a Master's Equivalency Degree issued by the fall of 1994 based on course work completed prior to August 31, 1994, shall be granted horizontal movement to and beyond the Master's column. After August 31, 1994, employees attaining a Master's Equivalency Degree shall be granted horizontal movement to but not beyond the Master's column. During the term of this Agreement, employees attaining a Master's Equivalency Degree will follow this policy as long as PDE recognized said Degree. Only those employees who have attained a Master's Degree from an accredited college or university shall be granted horizontal movement beyond the Master's column after the aforementioned date. Credits earned after the Master's Degree will be recognized for horizontal movement on the salary schedule only if properly defined and approved by the Superintendent in advance as being relative to the employee's subject area and teaching assignment. Credits will not be recognized if the employee fails to maintain a "B" average. It is the intent of this paragraph that "C" grades will count only if balanced by an "A" in another course.

Horizontal movement on the salary schedule shall be granted for each six (6) graduate credits earned after the Master's Degree to a maximum of forty-eight (48) graduate credits. Horizontal movement shall also be granted for the earned Doctorate as indicated in the detailed salary schedule. These credits must have prior administrative approval.

Effective December 20, 2021, the signing of this CBA:

- 1) newly hired bargaining unit members will no longer be eligible for horizontal movement for IU credits
- 2) all existing bargaining unit members will continue to be eligible for horizontal movement for IU credits Post Masters

Post Baccalaureate/Pre-Masters columns are no longer eligible for horizontal movement for IU credits. This applies to both new and existing staff that have submitted and been approved for the applicable course(s) prior to January 1, 2022.

## **F. Tuition Reimbursement**

The Board agrees to pay tuition reimbursement for graduate credits under the following conditions:

1. Only graduate credits taken beyond those required for permanent certification will be eligible for reimbursement. As of September 1, 2000, the only exception will be those bargaining unit members who are taking credits toward permanent certification (i.e. 24 credits) and who are enrolled in a bona fide masters graduate program may receive tuition reimbursement for up to twelve (12) of those twenty-four credits as provided below in item 3.
2. Credits will be recognized for tuition reimbursement only if properly defined and approved by the Superintendent in advance as being relative to the employee's subject area and teaching assignment. Credits will not be recognized if the employee fails to maintain a "B" average. It is the intent of this paragraph the "C" grades will count only if balanced by an "A" grade in other courses.
3. Effective September 1, 2000, tuition reimbursement for courses taken beyond the first twenty-four (24) credits shall be reimbursed at actual cost not to exceed the cost per credit rate at East Stroudsburg University. Effective September 1, 2010, the annual amount will be based on a maximum of twelve (12) credits annually for credits taken. Those persons on sabbatical leave for the purpose of professional development shall have an annual reimbursable amount based on a maximum of 24 credits taken during the period of the leave. It is understood that if a bargaining unit member takes the above credits elsewhere, the same annual dollar amount allowable will also apply to them.
4. For the duration of this contract, a maximum of nine (9) I.U. credits shall be eligible for tuition reimbursement in a given school year.
5. Requests for reimbursement may be made only by those employees who are in regular, full-time employment at the time the reimbursement request is made.
6. Request for reimbursement must be accompanied by an official transcript and a receipt of payment.
7. Tuition reimbursement for completed coursework will be made within thirty (30) calendar days after the second Board of Education meeting following the submission of documentation listed above in #6 to the personnel office.
8. The employee agrees to repay tuition reimbursement under the following conditions:

- a. Any employee, between zero (0) and less than five (5) years of experience in the East Stroudsburg Area School District, who resigns from the District within four (4) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	100%
48	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- b. Any employee, between five (5) and ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within three (3) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- c. Any employee, with more than ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within two (2) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- d. Any employee who retires from full-time public education will not be required to reimburse the District for credits taken no matter when the credits were taken.

### **G. Horizontal Movement Effective Date**

Horizontal movement on the salary schedule shall become effective on the date of the first (1<sup>st</sup>), ninth (9<sup>th</sup>) and seventeenth (17<sup>th</sup>) pay. In order to have the salary adjustment become effective on those dates, all required documentation must be submitted to the Personnel Office forty-five (45) calendar days prior to either the first (1<sup>st</sup>), ninth (9<sup>th</sup>) and seventeenth (17<sup>th</sup>).

### **H. Transcripts**

Any and all credits submitted for horizontal movement on the salary schedule must be documented by official transcripts.

### **I. Pay Periods**

Pay for all personnel covered by this Agreement shall be distributed in twenty-six (26) bi-weekly periods throughout the calendar year. The pay periods shall be periodically adjusted to account for the odd day (s) encountered each year so that the periods will align with the school year beginning dates. It is intended that these periodic adjustments will be made at approximately five (5) year intervals by adding a one (1) week pay period in December or January of the affected year. The School District shall have the discretion to pay by direct deposit.

### **J. School Counselors/Pay Increases**

It is agreed that the salary year for existing school counselors continue to be on July 1 through June 30 basis with the contractual increases being granted in the first pay of July. The salary for existing school counselors will be based on the salary scale that will begin effective in the following September. All newly hired school counselors beginning employment after July 1, 2000 will have their salary year in accordance with all other bargaining unit members and have their salaries adjusted with the beginning of each new contract year.

### **K. Travel Expense**

The Board agrees to reimburse teachers who are required to drive their personal automobiles on approved school business at the IRS-established rate. If the IRS establishes a new rate, that rate will become the approved rate for reimbursement following the rate change which payments will be paid prospectively. Mileage is subject to approval by the School Superintendent or his designee.

### **L. Mentor Teachers**

Teacher mentors are to be paid in accordance with salary appearing in Schedule "B" for a full year of participation with a pro-rata amount for less than a full year. Participating teacher-mentors are not expected to serve as supervisors.

### **M. Class Coverage**

The Board and Association will cooperate in forming a pool of teachers willing to provide coverage for another teacher's class. The compensation for performing these duties shall be as shown under class coverage in Schedule "B". Teachers performing such coverage shall only be paid for actual coverage time. Such class coverage shall apply to coaching responsibilities, advisor duties, illness and other valid reasons as approved by the Superintendent.

## **ARTICLE XI – HOURS OF WORK – EMPLOYEES**

### **A. Work Day**

The normal workday for employees shall be seven and one-half (7½) hours, including a duty-free thirty (30) minute lunch period. However, employees shall devote to their assignments the time necessary to meet their professional responsibilities.

### **B. Report In – Out Times**

The Superintendent shall establish the reporting and leaving times of employees covered by this Agreement within their normal workday. The parties recognize, however, that such times are subject to change to meet the needs of the District. If a change is necessary, the Association will be notified. Also, periodically, teachers may be obliged to extend their teaching day to assist with the supervision of transported pupils and abnormal transportation difficulties or any other unforeseen emergency.

### **C. Early Dismissal**

On days of early closing (inclement weather or other District-wide or building specific emergency situation), the following protocol will be followed:

1. Teachers will remain for no more than thirty (30) minutes after students are released;
2. If student supervision is required in an early dismissal due to inclement weather or an emergency situation, principals will ask for 2 volunteers to stay until all students are picked up. If no one volunteers, then 2 teachers will be selected on a rotating basis of seniority beginning with the least senior teachers that will ensure the health, welfare, and safety of the students.
  - a) By September 15, Association Building Representatives shall ask for teachers to sign-up to volunteer to stay in the event of an early dismissal due to inclement weather or an emergency situation. The Association Building Representatives will provide the names of the volunteers to the principal.
  - b) If 10 teachers do not volunteer, then Association Building Representatives would identify and notify the least senior teachers in the building (according to District Human Resources Seniority List) that they will be needed in the event of early dismissal. Representatives would give the list to the principal.

### **D. Faculty Meetings**

Teachers may be required to remain after the end of the regular workday, without additional compensation, for the purpose of attending general faculty or departmental meetings. Such meeting shall not exceed three (3) per month, shall begin promptly, and shall run for no more than one (1) hour. So far as practical, such meetings shall not be called on Fridays, on a day preceding a school holiday, or any day following the regular scheduled monthly Board meeting, or on any day upon which teacher attendance is not required.

## **E. School Year/School Calendar**

The school calendar shall consist of one hundred and eighty (180) instructional days for pupils and teachers. Four (4) teacher days are to be added to be used for in-service and/or orientation. The times of these four (4) days are to be established as 8:30 a.m. to 2:00 p.m. with two (2) fifteen (15) minute breaks or equivalent thereof. District may require newly hired bargaining unit members to experience three in-service days in the first year of their employment prior to the start of the work year.

After adoption of the school calendar by the Board and prior to the close of the school term, a copy of said calendar shall be provided to the President of the Association. In the event a new school year begins prior to September 1 of each contract, said bargaining unit members required to work will receive the new rate of pay of the upcoming contract period.

## **F. IEP Preparation**

Pending pre-approval from both the special education supervisor and building principal, release time during the school year in planned, one-half (1/2) day blocks for special education teachers for Individual Educational Program (IEP), re-evaluation preparation, or concomitant conferencing shall be given as follows:

1. A case manager shall receive four (4) work days, or the equivalent of four (4) work days, during the course of the school year;
2. Upon a case manager's request, he/she shall receive one (1) work day, or the equivalent of one (1) work day, during the summer recess. This day shall be paid at the per diem rate.

## **G. Attending Graduation**

Administration and Association will encourage attendance of faculty at graduation.

## **H. Student/Teacher Ratios**

In the interest of promoting good teaching, the Board, recognizing its responsibility concerning optimal student/teacher ratios, will consider faculty suggestions and continue to monitor class size on a regular basis.

## **I. Elementary/Secondary Planning Time**

1. For elementary level teachers, the District shall provide a minimum of 425 minutes of uninterrupted, self-directed time in a six-day cycle. In the event that elementary changes to a five-day cycle, the District shall provide a minimum of 325 minutes of uninterrupted, self-directed time in a five-day cycle.
2. For intermediate school level teachers, the District shall provide a minimum of 504 minutes of uninterrupted, self-directed time in a six-day cycle. In the event that intermediate changes to a five-day cycle, the District shall provide a minimum of 420 minutes of uninterrupted, self-directed time in a five-day cycle.
3. For high school level teachers, the District shall provide a minimum of 420 minutes of uninterrupted, self-directed time in a five-day cycle.
4. Teacher responsibilities during this time may include, but are not limited to planning, preparation, grading, assessing, contacting families, and collaborating with colleagues.

5. Planning time loss may occur due to circumstances such as emergencies, fire drills, IEP meetings, meetings with administration, rotational student arrival/departure duties, short-term monitoring of school programs, and two-hour delays. In cases such as these, teachers would not be owed the lost time or financial compensation for it.

#### **J. Cafeteria Aides**

The Board agrees to provide cafeteria aides at all district schools for the student lunch periods.

#### **K. Reduction of Staff**

The Board and Association realize that with the contemplated changes caused by school construction, organizational design, etc., that a concern exists regarding a potential layoff of staff.

There is every intent of maintaining the number of full-time staff that are currently employed in the District. If, for some unforeseen reason, it would be necessary to implement the procedures enumerated in the School Code and interpreted by case law for suspension/furlough, the Association shall be notified prior to the implementation of the suspension/furlough.

#### **L. Dress**

Members of the bargaining unit will dress professionally in business casual or better as per District policy unless other dress is warranted due to duties as determined by the building principal or Central Administration.

#### **M. Teacher Training**

The District agrees to provide adequate training to all professional staff affected by the implementation of a new federal, state, district-wide, or school or department specific initiative. All training shall occur in a reasonable time period prior to the implementation of the initiative.

#### **N. Online Courses**

Association's bargaining unit members will have the right of first refusal before the District can use any instructor or vendor outside the bargaining unit for on-line courses. It is the position of both parties that both the instruction and the duty of facilitating the on-line instruction will always be offered to the bargaining unit before any outside instructor/vendor is utilized for these services.

The specifics of the on-line courses are reviewed and outlined in a yearly Memorandum of Understanding signed by the Association and the District.

### **ARTICLE XII – EMPLOYEE BENEFITS**

#### **A. Healthcare Benefits**

The Board agrees to provide healthcare benefits for bargaining unit members and their eligible dependents through the Employees Benefit Trust of Eastern Pennsylvania (EBTEP). Medical insurance and prescription coverage for bargaining unit employees and their eligible dependents will be provided by Highmark Blue Cross Blue Shield, PPO Blue, as delineated in the plan documents published by EBTEP on its website as of January 1, 2021. The District shall not make changes to the benefit levels provided to employees. However, the District shall not be responsible for changes to the plan if made unilaterally by EBTEP except for changes that EBTEP is required to make due to applicable federal and/or state laws and regulations. The maximum benefit from all sources for each

employee covered by this Agreement and for his/her eligible dependents covered under the PPO Plan shall be \$2,000,000 annually with a \$1,000,000 lifetime maximum for non-preferred providers and a \$5,000,000 lifetime maximum for preferred providers. Should either the annual or the lifetime maximum benefit from all sources be increased by the Employee Benefit Trust of Eastern Pennsylvania (EBTEP) (as standard) during the term of this Agreement, the Board agrees to increase the annual or lifetime maximum benefit from all sources to the EBTEP level. Should recent Federal laws be repealed the District may revert to the standard noted above if advised to do so by the EBTEP.

Employees shall contribute the following amounts toward healthcare:

- A bargaining unit member with single coverage will pay \$55 per pay period
- A bargaining unit member with couple coverage will pay \$60 per pay period.
- A bargaining unit member with “parent with a single child” coverage will pay \$60 per pay period.
- A bargaining unit member with “parent with multiple children” coverage will pay \$65 per pay period.
- A bargaining unit member with family coverage will pay \$70 per pay period.

Bargaining unit employees who choose healthcare benefits will pay the following deductibles:

Healthcare Deductibles:

Calendar Year	In Network	
	Single	Family
<b>January 1, 2022</b>	\$400	\$1,200
<b>January 1, 2023</b>	\$400	\$1,200
<b>January 1, 2024</b>	<b>\$500</b>	<b>\$1,500</b>

The District will offer a \$2,500 hearing aid benefit to active teachers once every two (2) years.

The District shall adopt a 125 plan prior to any employee contribution towards benefits so that the employee contribution may be paid before taxes are deducted from the gross pay.

Retirees shall not be made to contribute towards the purchase of their healthcare.

## **B. Dental Insurance**

The Board agrees to pay the monthly premiums for equal to or better than dental coverage for each employee covered by this Agreement and his/her eligible dependents as set by the standard as provided by United Concordia, or an equivalent plan except that payment under the program shall be limited to a maximum of \$1,250 per person for all services rendered in any calendar year, except for orthodontics which specifies a \$1,500 lifetime maximum. There will be fifty (50%) percent coverage for periodontics and orthodontics riders including adult non-cosmetic orthodontic care.

### **C. Vision Insurance**

The Board agrees to pay the monthly premiums for equal to or better than vision care coverage for each employee covered by this Agreement and his/her eligible dependents as set by the standards as provided by Vision Benefits of America.

1. Each member or eligible dependent will be able to receive reimbursement from the District once every two (2) years for the twenty-five dollar (\$25) co-payment.
2. The member will submit to the District's Business Office, either the original vision provider's receipt or original Vision Benefits of America's (VBA's) explanation of benefits if the vision service or corrective eyewear paid for was applicable to the co-payment.
3. Reimbursement for the member or eligible dependent co-pay will be made within thirty (30) calendar days after the second Board of Education meeting following submission of the documentation listed above in #2 to the business office.
4. The member will have six (6) calendar months after the date of service/purchase to submit the eligible receipts(s) or explanation of benefits as outlined above to the business office.
5. The total allowance for contacts under the VBA Managed Vision Care Option I Program will be increased to \$150 per member and per his/her eligible dependents.

### **D. Disability Insurance**

The Board agrees to pay the monthly premiums for the PSBA III Long-Term Disability Insurance plan that provides for a payment of 60% salary with an elimination period of the greater of an employee's accumulated sick time or 90 days with a maximum of \$5,000 per month for each employee covered by this Agreement. The standard as set for in this plan will be as provided by Assurant Employee Benefits.

### **E. Group Term Life Insurance**

The Board agrees to pay the premium cost of group life insurance and accidental death and dismemberment insurance in an amount equal to fifty thousand dollars (\$50,000). The Board will permit payroll deductions for additional life insurance coverage beyond the \$50,000 level contingent upon the rates and terms and conditions of the underwriter being used by the district.

### **F. Health Insurance/Retirees**

The Board agrees to pay the monthly premiums for health insurance for any employee who retires from the District through the Public School Employees Retirement System after July 1, 1983 (except as modified below), and who meets the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,
2. Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District).

This coverage shall be provided for the employee only until the end of the month when said employee reaches the normal age of Medicare eligibility. It shall be provided at the same level of coverage that is in effect for other employees covered by this agreement. The employee will be required to pay the difference between this individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #349.

#### **G. Payment for Unused Sick Leave at Retirement Eligibility**

Unused sick leave at retirement shall be paid at the current daily substitute rate for sick day reimbursement at the time of his/her retirement. This payment shall be made in one lump sum as a non-elective contribution to a qualified 403(b) tax sheltered account with the employee not having the option for cash payment and shall not be construed to apply to the final average salary for purposes of retirement. Only those employees who are eligible for retirement either by years of service, or by attaining the age of sixty-two (62) or more years of age are eligible.

An official letter of retirement is due on or before whatever regularly-scheduled Tax Day for Pennsylvania that year.

- 1) In the 2021-2022 school year, the District agrees to send notification to all staff on February 1, March 1, and April 1 or the closest day to it notifying all staff of the impending due date of the official letter of retirement.
- 2) In the 2022-2023 year, the District agrees to send notification to all staff on February 1 and March 1.
- 3) In every year beyond this, the District agrees to send notification every March 1.

However, the Board may waive this requirement in special cases. Payment for unused sick days, as identified above, shall be subject to the following limitations:

- A. In order to be eligible for said payment, an employee must have twenty (20) years of service in the East Stroudsburg Area School District upon retirement.
- B. Days transferred from another governmental entity will not be eligible for reimbursement but may be used for sick leave for illness.
- C. Eligible bargaining unit members who qualify based on the above provisions shall be paid for each day of unused sick leave but not to exceed a maximum of two hundred twenty (220) sick days. The only exception will be for those employees who have, prior to June 30, 1995, have accumulated more than two hundred twenty (220) days. Those employees will be paid the new rate for all such accumulated sick days as of June 30, 1995.

#### **H. Activity Passes**

Activity passes shall be granted to each member of this bargaining unit and one (1) guest.

## **ARTICLE XIII – TRANSFERS & LEAVES OF ABSENCE**

### **A. Transfers**

#### **1. Posting of Positions**

The School District will post notices of all professional vacancies which it desires to fill; and teachers who desire to apply for such vacancies shall submit an application in writing to the Superintendent, or his designee, within the time limit specified in the notice. The District agrees to e-mail postings of all professional vacancies to all bargaining unit members as they occur.

#### **2. Teaching Assignments**

Tentative assignments will be given to teachers by the end of the school year, i.e., grade level to elementary teachers and specific courses within subject areas to secondary teachers. If there is any change in such assignment during the summer recess, or after the beginning of the school year, the teacher will be notified of the change and given the opportunity to discuss same with the Administration

#### **3. Involuntary Transfers**

If the Administration initiates a transfer without following the procedures enumerated in the preceding paragraph, the following procedures will be followed:

- a. At the request of the employee, a conference will be held between the employee, building principal, the Assistant Superintendent for Personnel and, if requested, a member of the Association.
- b. Reasons for the transfer will be discussed and, if requested, reduced to writing and given to the employee within three (3) working days after the conclusion of the conference.
- c. Should the employee disagree with the reasons enumerated in letter b. above, he/she may respond specifically to those reasons and request that both the reasons, and the response, be placed in his/her personnel file.
- d. When the District opens a new school and staffs positions at that school from current employees, consideration shall be given to:
  1. the overall needs of the District,
  2. credentials held,
  3. the desire of the employee to transfer,
  4. the years of experience in the District; and
  5. whether or not the transfer was involuntary for other than disciplinary reasons.
- e. In the event a bargaining unit member is involuntarily transferred for reasons other than disciplinary reasons from one building to another, said bargaining unit member will have the right to transfer back to their former building if and when a position becomes available in his/her area of certification. Such right to return is rendered void once bargaining unit members exerts that right and is returned to their former building from which they were transferred. In the event that two (2) or more Bargaining Unit Members have been involuntarily transferred as listed above

and only one (1) vacancy occurs, the Bargaining Unit Member with the greatest seniority in that area of certification will be awarded the position. The remaining such Bargaining Unit Members will retain their right to transfer as positions become available.

Elementary school professional staff (Employee A) who have been involuntary transferred due to necessary staff restructuring will be offered the first available position in their previous building up to and including the first teacher day of the new school year. Should a position become available after the first teacher day, the District will hire a new employee (Employee B) to fill that vacancy with the understanding that Employee A will be allowed the right to transfer to that position for the next school year. The District shall notify all professional staff (Employee A's) of any such available positions and the date of their availability (upcoming school year or next school year) as soon as possible.

Should Employee B successfully complete the school year and be invited to return he/she will be reassigned based on the anticipated need of the District. Employee A will be allowed to return to his/her previous school should a vacancy arise, however, the District does not guarantee that a desired grade level will be offered

- f. In the event a bargaining unit member is involuntarily transferred for reasons other than disciplinary reasons, said bargaining unit member shall have the right to bump any properly certified bargaining unit member with less seniority within the District. If the bargaining unit member exercises this bumping right, the bargaining unit employee who is then involuntarily transferred shall retain all contractual rights afforded him/her. This language is not applicable in the event that the District must staff a new building.
- g. It is understood that the reasons for transfers, except as noted in section "e" above, will not be subject to the grievance procedure.

## **B. Leaves of Absence**

### **1. Sick Leave**

Full time professional employees covered by this Agreement shall be credited with ten (10) days' sick leave at the beginning of each new school year. The District may account for sick leave in hours equivalent to the days accumulated for each employee. Any unused days of sick leave remaining at the end of a given year shall be credited as additional days of sick leave for the following year and shall be cumulative from year to year. Sick leave and personal leave will be prorated for employees working part time or for less than a full year.

Employee sick days may be used for illness of spouse, parent, child, and an immediate family member as defined in Bereavement Leave below.

When a professional employee's sick leave is gone, he/she will be paid the difference between his/her daily salary and the substitute's daily wage for five (5) days for each year of service. The lifetime maximum number of days for such payment shall not exceed ninety (90).

The Board may require the employee to furnish a certificate from a physician or other practitioner certifying that said employee was unable to perform his/her duties during the period of absence claimed as sick leave.

## 2. Bereavement Leave

### Death of Spouse, Parent, Child

Up to five (5) consecutive or non-consecutive work days leave of absence will be allowed by this agreement for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son, or step-daughter.

### Death of Immediate Family

Up to three (3) consecutive or non-consecutive work days leave of absence will be allowed by this Agreement. Members of the immediate family (inclusive of step) shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandfather, grandmother or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

### Death of Near Relative

One (1) day leave of absence will be allowed in the event of the death of a near relative by this Agreement. A near relative (inclusive of step) shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

## 3. Sabbatical and Military Leave

The provisions of the Pennsylvania School Code, as amended, shall be deemed to apply in the case of sabbatical leaves, leaves for professional study, and leaves of absence for military service.

For the Purpose of Study, determination of full-time requirements shall be based on a statement of acceptance for full-time study from the institution offering the program.

## 4. Leave without Pay

May be granted to teachers, for the purposes of full-time study in his/her field of specialization, who have served the District for a minimum of three (3) years. This leave will be limited to one (1) full-year period: the first day of the school year through the last day of the school year.

Members of the bargaining unit may be granted unpaid leave upon the approval of the Superintendent or designee. Such leave shall not be approved in an arbitrary or capricious manner.

## 5. Child Rearing Leave

Childrearing Leave without pay shall be equally available to the natural or adoptive parent of a newborn child, or an infant to the age of forty-eight (48) months, in the event of adoption. Childrearing leave shall be for a maximum period of one calendar year, and the employee shall return at the beginning of a semester, unless otherwise approved by the Superintendent or designee at his discretion. A return at the beginning of a quarter may be requested and would be approved by the Superintendent or designee. Whenever possible written application for leave must be made at least sixty (60) days prior to the proposed effective date of leave. The Board must approve all leaves of absence.

Return to service prior to the originally approved dates requires a written request sixty (60) days before the requested date of return, unless such period is waived at the discretion of the Administration in extenuating circumstances.

Payment of premiums for life and health insurance may be made at employee expense or, at the employee's option, by the Board to the same extent that such premium payments are made for current active employees, provided that such benefit payments must be repaid to the District if the employee fails to return to full time service for a period of at least equal to the length of leave.

Sick leave for disabilities caused or contributed to by pregnancy prior to the date of the unpaid childrearing leave may be utilized on the same basis as sick leave for any other disabilities.

Upon return from Child Rearing Leave, the bargaining unit member will be returned to his/her previous teaching assignment which includes building, grade level and subject areas, where applicable.

## 6. Personal Leave

Three (3) days of personal leave of absence for all professional employees shall be provided per school year. Bargaining unit members will be allowed to carry over a maximum to two (2) personal leave days into a subsequent school year for a total of up to five (5) days cumulative with reasons unnecessary. Reasonable notice must be given. Leave will not be granted on an in-service day or at the start of or at the end of the school term.

At the end of the school year, any unused personal leave days exceeding two (2) days, which can be carried over into a subsequent year as explained above, will be added to the employee's sick leave accumulation in a subsequent school year.

Use of personal leave to extend a regularly scheduled school holiday shall be limited to five percent (5%) of the district faculty on any given day before or after school holiday.

In all other cases, teachers' absence for personal reasons will be limited to no more than 10% of the District's teachers on any one day. Approvals will be made in the order of receipt of leave requests.

## 7. Jury Duty

Employees who are required to serve on jury duty shall be paid their regular pay and shall pay over to the School District any compensation received for such jury duty.

## 8. Appearance in Court

An employee subpoenaed or otherwise required to appear in court as a witness on behalf of the East Stroudsburg Area School District during a regular work day will be paid their regular pay without loss of sick leave or personal leave. If such court appearance on behalf of the District occurs during times when school is not in session, the employee will be paid the curriculum rate.

## 9. Injury on the Job

An employee who is absent due to injury on the job incurred in the course of an employee's employment and who receives worker's compensation payments shall have the option to continue on the payroll just as if he/she were reporting for his/her regular work assignment and be paid the difference by the Board between any benefits received under Worker's Compensation and his/her salary. In such case, sick leave will be deducted on a pro rata basis. Alternatively, the employee may elect to utilize sick leave and return all worker's compensation payments to the District. Sick leave under this option will also be deducted on a pro rata basis. The injury must be reported to the

school nurse or, in the absence of the school nurse, to the immediate supervisor or building administrator, within the timeframes outlined in the worker's compensation law. The employee has the duty to obtain treatment for work-related injuries and illnesses from one or more of the designated health care providers for ninety (90) days from the date of first visit to a designated provider. A list of such designated health care providers will be supplied to each employee.

## **ARTICLE XIV - MEMBER/ASSOCIATION RIGHTS**

### **A. Use of Facilities**

The Association may have, in each school building, the use of a bulletin board in the faculty lounge for the posting of information of professional interest.

Also, the Association may use physical and/or electronic school mailboxes for correspondence with all bargaining unit members.

### **B. Payroll Deductions**

The Board will permit payroll deductions for tax-sheltered annuities for employees covered by this Agreement. All companies presently approved by the Board shall be permitted to solicit the employees with one (1) company distributing all deductions to the balance of the participating companies. Additional companies shall be authorized to solicit employees only upon petition from the Association and approval by the Board. The Association agrees to save the Board harmless from any claim, loss or damage which may arise in connection with this Agreement.

The Board agrees to make payroll deductions available for those employees who desire to participate in any federal credit union. The Association agrees to save the Board harmless from any claim which may arise in connection with this Agreement.

### **C. Dues Deduction**

The Board agrees to make payroll deductions of professional dues in the East Stroudsburg Education Association with the written authorization of each employee and to forward amounts deducted to the treasurer of the Association.

### **D. Personnel File**

No derogatory material will be placed in a teacher's file unless the employee has been given the opportunity to read same and file an answer. The teacher shall sign the material to indicate that he/she has seen it, but such signature shall not signify agreement with the contents thereof.

### **E. Contents Available**

A teacher will be afforded the opportunity, upon request, of inspecting his/her personnel file in the presence of the Superintendent or his/her designee, except for confidential material such as pre-employment information. The teacher may make reproductions of non-confidential file materials at his/her own expense. The amount charged will be minimal and not the same charged to non-employees.

### **F. Bomb Threat**

In the event of a bomb scare or threat, teachers who participate in a bomb search shall do so on a voluntary basis.

## ARTICLE XV - FAIR SHARE

Should this provision be considered lawful, each nonmember in the bargaining unit represented by the Association shall be required to pay a fair share fee as provided by law (Act. No. 1988-84).

The School District and the Association agree to comply with all provisions of said law.

If any legal action is brought against the School District as a result of any actions it is requested to perform by the Association pursuant this Article the Association agrees to provide for the defense of the School District at the Association's expense and through counsel selected the Association. The School District agrees to give the Association immediate notice of any such legal action brought against it, and agrees to cooperate fully with the Association in the defense of the case. If the School District does not fully cooperate with the Association, any obligation of the Association to provide a defense under this Article shall cease.

Notwithstanding anything herein to the contrary, full cooperation shall not be deemed to include the furnishing of any confidential, privileged or other records or information, the release or furnishing of which is prohibited or precluded by law.

The Association agrees in any action so defended to indemnify and hold the School District harmless for any monetary damages the School District might be liable for as a consequence of its compliance with this Article; except that it is expressly understood that this save harmless provision will not apply to any legal action which may arise as a result of any willful misconduct by the School District or as a result of the School District's failure to properly perform its obligations under this Article.

## ARTICLE XVI - SEVERABILITY CLAUSE

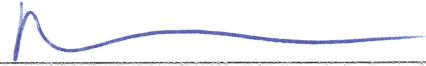
If any provision of this Agreement, or any application of this Agreement to any employee or group of employees, is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.

## ARTICLE XVII - DURATION OF AGREEMENT


This Agreement shall become effective as of September 1, 2021 and shall continue in full force and effect until midnight, August 31, 2024

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their proper officers on this the 20<sup>th</sup> day of December, 2021.

ATTEST: 

BY:   
Richard Schlameuss  
President, Board of Education

ATTEST: 

BY:   
Paul Kernan  
President, East Stroudsburg Education Association

# SCHEDULE "A" - SALARY SCHEDULE

## East Stroudsburg Area School District 2021-2022 Salaries

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Step	B	B+6	B+12	B+18	B+24	B+30	M	M-6	M-12	M-18	M-24	M-30	M-36	M-42	M-48	DR.
1	\$47,250	\$47,691	\$48,132	\$48,573	\$50,114	\$50,554	\$51,638	\$57,376	\$57,922	\$58,494	\$59,092	\$59,716	\$60,366	\$61,041	\$61,743	\$62,471
2	\$47,350	\$47,791	\$48,232	\$48,673	\$50,214	\$50,654	\$51,738	\$57,476	\$58,022	\$58,594	\$59,192	\$59,816	\$60,466	\$61,141	\$61,843	\$62,571
3	\$47,450	\$47,891	\$48,332	\$48,773	\$50,314	\$50,754	\$51,838	\$57,576	\$58,122	\$58,694	\$59,292	\$59,916	\$60,566	\$61,241	\$61,943	\$62,671
4	\$47,550	\$47,991	\$48,432	\$48,873	\$50,414	\$50,854	\$51,938	\$57,676	\$58,222	\$58,794	\$59,392	\$60,016	\$60,666	\$61,341	\$62,043	\$62,771
5	\$50,255	\$50,697	\$51,138	\$51,580	\$53,121	\$53,563	\$54,647	\$57,776	\$58,322	\$58,894	\$59,492	\$60,116	\$60,766	\$61,441	\$62,143	\$62,871
6	\$52,961	\$53,403	\$53,845	\$54,287	\$55,829	\$56,271	\$57,357	\$57,876	\$58,422	\$58,994	\$59,592	\$60,216	\$60,866	\$61,541	\$62,243	\$62,971
7	\$55,667	\$56,109	\$56,551	\$56,994	\$58,536	\$58,979	\$60,066	\$60,586	\$61,133	\$61,705	\$62,303	\$62,928	\$63,579	\$64,255	\$64,958	\$65,686
8	\$58,372	\$58,815	\$59,258	\$59,701	\$61,244	\$61,687	\$62,775	\$63,296	\$63,843	\$64,417	\$65,015	\$65,641	\$66,292	\$66,969	\$67,673	\$68,402
9	\$61,078	\$61,521	\$61,965	\$62,408	\$63,952	\$64,395	\$65,485	\$66,006	\$66,554	\$67,128	\$67,727	\$68,353	\$69,005	\$69,683	\$70,388	\$71,118
10	\$63,783	\$64,227	\$64,671	\$65,115	\$66,659	\$67,103	\$68,194	\$68,716	\$69,264	\$69,839	\$70,439	\$71,066	\$71,719	\$72,397	\$73,103	\$73,834
11	\$66,489	\$66,933	\$67,378	\$67,822	\$69,367	\$69,811	\$70,903	\$71,426	\$71,975	\$72,550	\$73,151	\$73,778	\$74,432	\$75,111	\$75,818	\$76,549
12	\$69,194	\$69,639	\$70,084	\$70,529	\$72,074	\$72,519	\$73,612	\$74,136	\$74,685	\$75,261	\$75,863	\$76,491	\$77,145	\$77,825	\$78,533	\$79,265
13	\$71,900	\$72,346	\$72,791	\$73,236	\$74,782	\$75,227	\$76,322	\$76,845	\$77,396	\$77,972	\$78,575	\$79,203	\$79,858	\$80,540	\$81,247	\$81,981
14	\$74,606	\$75,052	\$75,498	\$75,944	\$77,490	\$77,936	\$79,031	\$79,555	\$80,106	\$80,684	\$81,286	\$81,916	\$82,572	\$83,254	\$83,962	\$84,697
15	\$77,311	\$77,758	\$78,204	\$78,651	\$80,197	\$80,644	\$81,740	\$82,265	\$82,817	\$83,395	\$83,998	\$84,628	\$85,285	\$85,968	\$86,677	\$87,412
16	\$81,022	\$81,469	\$81,916	\$82,363	\$83,910	\$84,357	\$85,455	\$85,981	\$86,533	\$87,111	\$87,716	\$88,346	\$89,004	\$89,687	\$90,398	\$91,133

# East Stroudsburg Area School District 2022-2023 Salaries

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Step	B	B+6	B+12	B+18	B+24	B+30	M	M+6	M+12	M+18	M+24	M+30	M+36	M+42	M+48	DR.
1	\$50,186	\$50,628	\$51,070	\$51,512	\$54,154	\$54,596	\$55,882	\$58,676	\$59,222	\$59,794	\$60,392	\$61,016	\$61,666	\$62,341	\$63,043	\$63,771
2	\$50,286	\$50,728	\$51,170	\$51,612	\$54,254	\$54,696	\$55,982	\$58,776	\$59,322	\$59,894	\$60,492	\$61,116	\$61,766	\$62,441	\$63,143	\$63,871
3	\$50,386	\$50,828	\$51,270	\$51,712	\$54,354	\$54,796	\$56,082	\$58,876	\$59,422	\$59,994	\$60,592	\$61,216	\$61,866	\$62,541	\$63,243	\$63,971
4	\$50,486	\$50,928	\$51,370	\$51,812	\$54,454	\$54,896	\$56,182	\$58,976	\$59,522	\$60,094	\$60,692	\$61,316	\$61,966	\$62,641	\$63,343	\$64,071
5	\$50,586	\$51,028	\$51,470	\$51,912	\$54,554	\$54,996	\$56,282	\$59,076	\$59,622	\$60,194	\$60,792	\$61,416	\$62,066	\$62,741	\$63,443	\$64,171
6	\$52,961	\$53,403	\$53,845	\$54,287	\$56,929	\$57,371	\$58,657	\$59,176	\$59,722	\$60,294	\$60,892	\$61,516	\$62,166	\$62,841	\$63,543	\$64,271
7	\$55,667	\$56,109	\$56,551	\$56,994	\$59,636	\$60,079	\$61,366	\$61,886	\$62,433	\$63,005	\$63,603	\$64,228	\$64,879	\$65,555	\$66,258	\$66,986
8	\$58,372	\$58,815	\$59,258	\$59,701	\$62,344	\$62,787	\$64,075	\$64,596	\$65,143	\$65,717	\$66,315	\$66,941	\$67,592	\$68,269	\$68,973	\$69,702
9	\$61,078	\$61,521	\$61,965	\$62,408	\$65,052	\$65,495	\$66,785	\$67,306	\$67,854	\$68,428	\$69,027	\$69,653	\$70,305	\$70,983	\$71,688	\$72,418
10	\$63,783	\$64,227	\$64,671	\$65,115	\$67,759	\$68,203	\$69,494	\$70,016	\$70,564	\$71,139	\$71,739	\$72,366	\$73,019	\$73,697	\$74,403	\$75,134
11	\$66,489	\$66,933	\$67,378	\$67,822	\$70,467	\$70,911	\$72,203	\$72,726	\$73,275	\$73,850	\$74,451	\$75,078	\$75,732	\$76,411	\$77,118	\$77,849
12	\$69,194	\$69,639	\$70,084	\$70,529	\$73,174	\$73,619	\$74,912	\$75,436	\$75,985	\$76,561	\$77,163	\$77,791	\$78,445	\$79,125	\$79,833	\$80,565
13	\$71,900	\$72,346	\$72,791	\$73,236	\$75,882	\$76,327	\$77,622	\$78,145	\$78,696	\$79,272	\$79,875	\$80,503	\$81,158	\$81,840	\$82,547	\$83,281
14	\$74,606	\$75,052	\$75,498	\$75,944	\$78,590	\$79,036	\$80,331	\$80,855	\$81,406	\$81,984	\$82,586	\$83,216	\$83,872	\$84,554	\$85,262	\$85,997
15	\$77,311	\$77,758	\$78,204	\$78,651	\$81,297	\$81,744	\$83,040	\$83,565	\$84,117	\$84,695	\$85,298	\$85,928	\$86,585	\$87,268	\$87,977	\$88,712
16	\$81,022	\$81,469	\$81,916	\$82,363	\$85,010	\$85,457	\$86,755	\$87,281	\$87,833	\$88,411	\$89,016	\$89,646	\$90,304	\$90,987	\$91,698	\$92,433

# East Stroudsburg Area School District 2023-2024 Salaries

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Step	B	B+6	B+12	B+18	B+24	B+30	M	M+6	M+12	M+18	M+24	M+30	M+36	M+42	M+48	DR.
1	\$52,985	\$53,427	\$53,869	\$54,312	\$58,054	\$58,497	\$62,266	\$62,786	\$63,333	\$63,905	\$64,503	\$65,128	\$65,779	\$66,455	\$68,873	\$74,749
2	\$53,085	\$53,527	\$53,969	\$54,412	\$58,154	\$58,597	\$62,366	\$62,886	\$63,433	\$64,005	\$64,603	\$65,228	\$65,879	\$66,555	\$68,973	\$74,849
3	\$53,185	\$53,627	\$54,069	\$54,512	\$58,254	\$58,697	\$62,466	\$62,986	\$63,533	\$64,105	\$64,703	\$65,328	\$65,979	\$66,655	\$69,073	\$74,949
4	\$53,285	\$53,727	\$54,169	\$54,612	\$58,354	\$58,797	\$62,566	\$63,086	\$63,633	\$64,205	\$64,803	\$65,428	\$66,079	\$66,755	\$69,173	\$75,049
5	\$53,385	\$53,827	\$54,269	\$54,712	\$58,454	\$58,897	\$62,666	\$63,186	\$63,733	\$64,305	\$64,903	\$65,528	\$66,179	\$66,855	\$69,273	\$75,149
6	\$53,485	\$53,927	\$54,369	\$54,812	\$58,554	\$58,997	\$62,766	\$63,286	\$63,833	\$64,405	\$65,003	\$65,628	\$66,279	\$66,955	\$69,373	\$75,249
7	\$55,667	\$56,109	\$56,551	\$56,994	\$60,736	\$61,179	\$62,866	\$63,386	\$63,933	\$64,505	\$65,103	\$65,728	\$66,379	\$67,055	\$69,473	\$75,349
8	\$58,372	\$58,815	\$59,258	\$59,701	\$63,444	\$63,887	\$65,575	\$66,096	\$66,643	\$67,217	\$67,815	\$68,441	\$69,092	\$69,769	\$70,473	\$76,349
9	\$61,078	\$61,521	\$61,965	\$62,408	\$66,152	\$66,595	\$68,285	\$68,806	\$69,354	\$69,928	\$70,527	\$71,153	\$71,805	\$72,483	\$73,188	\$77,349
10	\$63,783	\$64,227	\$64,671	\$65,115	\$68,859	\$69,303	\$70,994	\$71,516	\$72,064	\$72,639	\$73,239	\$73,866	\$74,519	\$75,197	\$75,903	\$78,349
11	\$66,489	\$66,933	\$67,378	\$67,822	\$71,567	\$72,011	\$73,703	\$74,226	\$74,775	\$75,350	\$75,951	\$76,578	\$77,232	\$77,911	\$78,618	\$79,349
12	\$69,194	\$69,639	\$70,084	\$70,529	\$74,274	\$74,719	\$76,412	\$76,936	\$77,485	\$78,061	\$78,663	\$79,291	\$79,945	\$80,625	\$81,333	\$82,065
13	\$71,900	\$72,346	\$72,791	\$73,236	\$76,982	\$77,427	\$79,122	\$79,645	\$80,196	\$80,772	\$81,375	\$82,003	\$82,658	\$83,340	\$84,047	\$84,781
14	\$74,606	\$75,052	\$75,498	\$75,944	\$79,690	\$80,136	\$81,831	\$82,355	\$82,906	\$83,484	\$84,086	\$84,716	\$85,372	\$86,054	\$86,762	\$87,497
15	\$77,311	\$77,758	\$78,204	\$78,651	\$82,397	\$82,844	\$84,540	\$85,065	\$85,617	\$86,195	\$86,798	\$87,428	\$88,085	\$88,768	\$89,477	\$90,212
16	\$81,022	\$81,469	\$81,916	\$82,363	\$86,110	\$86,557	\$88,255	\$88,781	\$89,333	\$89,911	\$90,516	\$91,146	\$91,804	\$92,487	\$93,198	\$93,933

## **SCHEDULE "B" - EXTRA-RESPONSIBILITY PAY SCHEDULE**

### **Athletics Category**

<b>LEVEL I POSITIONS HS</b>	<b><u>2021-22</u></b>	<b><u>2022-23</u></b>	<b><u>2023-24</u></b>
Athletic Director*	12,200	12,444	12,693
(Associate) Athletic Director*	9,030	9,211	9,395
Athletic Trainer*	12,305	12,551	12,802
Assistant Athletic Trainer*	7,383	7,531	7,681
(Associate) Int Athletic Director* (formerly Level V Associate Int Director)	8,853	9,030	9,211
<b>Football</b>			
Football Head Coach* <small>replaces Football Head Coach (0-10 yrs) and Football Head Coach (11 or more yrs)</small>	9,448	9,637	9,830
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Freshman Head Coach*	5,583	5,695	5,809
Freshman Assistant*	4,380	4,468	4,557
<b>Basketball - Boys</b>			
Head Coach*	8,064	8,225	8,390
Varsity Assistant*	5,237	5,342	5,449
Varsity Assistant*	5,237	5,342	5,449
Freshman Coach*	4,224	4,308	4,395
<b>Basketball - Girls</b>			
Head Coach*	8,064	8,225	8,390
Varsity Assistant*	5,237	5,342	5,449
Varsity Assistant*	5,237	5,342	5,449
Freshman Coach*	4,224	4,308	4,395
<b>Wrestling</b>			
Head Coach*	7,716	7,870	8,028
Varsity Assistant*	5,100	5,202	5,306
<b><i>*longevity eligible</i></b>			

<b>LEVEL II POSITIONS HS</b>	<b><u>2021-22</u></b>	<b><u>2022-23</u></b>	<b><u>2023-24</u></b>
Baseball			
Head Coach*	6,183	6,307	6,433
Varsity Assistant*	4,237	4,322	4,408
Junior Varsity*	4,154	4,237	4,322
Softball			
Head Coach*	6,183	6,307	6,433
Varsity Assistant*	4,237	4,322	4,408
Junior Varsity*	4,154	4,237	4,322
Soccer - Boys			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
Junior Varsity*	4,095	4,177	4,260
Soccer - Girls			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
Junior Varsity*	4,095	4,177	4,260
Field Hockey			
Head Coach*	5,844	5,961	6,080
Varsity Assistant*	4,015	4,095	4,177
Track and Field - Boys			
Head Coach*	6,311	6,437	6,566
Varsity Assistant*	4,107	4,189	4,273
Varsity Assistant*	4,107	4,189	4,273
Track and Field - Girls			
Head Coach*	6,311	6,437	6,566
Varsity Assistant*	4,107	4,189	4,273
Varsity Assistant*	4,107	4,189	4,273
Swimming			
Head Coach*	7,906	8,064	8,225
Varsity Assistant*	5,134	5,237	5,341
Volleyball - Girls			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
<b><i>*longevity eligible</i></b>			

<b>LEVEL III POSITIONS HS</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
Cheerleading - Fall			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
Cheerleading - Winter			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
<b>LEVEL IV POSITIONS HS</b>			
Rifle			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
Cross Country			
Head Coach*	4,525	4,616	4,708
Varsity Assistant*	3,100	3,162	3,225
Golf			
Head Coach*	3,884	3,962	4,041
Tennis - Boys			
Head Coach*	3,884	3,962	4,041
Tennis - Girls			
Head Coach*	3,884	3,962	4,041
Junior Varsity*	2,278	2,324	2,370
<b>LEVEL V POSITIONS INT</b>			
Football			
Int School Head Coach*	5,000	5,100	5,202
Int School Asst*	3,650	3,723	3,797
Int School Asst*	3,650	3,723	3,797
Int School Asst*	3,650	3,723	3,797
Wrestling			
Junior High Head Coach (7-9)* <small>formerly HS Varsity Asst.</small>	5,100	5,202	5,306
Junior High Assistant Coach (7-9) <small>formerly Inter. Asst.*</small>	3,723	3,797	3,873
Basketball - Boys			
Int School Head Coach*	3,771	3,846	3,923
Int School Asst Coach*	3,028	3,089	3,150
Basketball - Girls			
Int School Head Coach*	3,771	3,846	3,923
Int School Asst Coach*	3,028	3,089	3,150
<b>*longevity eligible</b>			

<b>LEVEL VI POSITIONS INT</b>	<b><u>2021-22</u></b>	<b><u>2022-23</u></b>	<b><u>2023-24</u></b>
Field Hockey			
Int School Head Coach*	2,894	2,952	3,011
Int School Asst*	2,403	2,451	2,500
Soccer - Boys			
Int School Head Coach*	2,894	2,952	3,011
Int School Assistant*	2,403	2,451	2,500
Soccer - Girls			
Int School Head Coach*	2,894	2,952	3,011
Int School Assistant*	2,403	2,451	2,500
Cross Country			
Int School Head Coach*	2,894	2,952	3,011
Baseball			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Softball			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Track and Field - Boys			
Int School Head Coach*	2,894	2,952	3,011
Track and Field - Girls			
Int School Head Coach*	2,894	2,952	3,011
Volleyball - Boys			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Volleyball - Girls			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
<b><i>*longevity eligible</i></b>			

### Activities Category

POSITION	2021-22	2022-23	2023-24
Chess Team Coach*	2,198	2,242	2,287
Class Coverage -- per hour	30.15	30.75	31.37
Class Advisor			
Freshman	1,232	1,257	1,282
Sophomore	1,232	1,257	1,282
Junior	1,328	1,355	1,382
Senior	1,508	1,538	1,569
Club Advisor	1,135	1,158	1,181
Computer Assistant	956	975	995
Department Heads (Elem/Sec)			
3 or less	3,386	3,454	3,523
4 to 6	3,583	3,655	3,728
7 or more	4,004	4,084	4,166
Detention Supervisor -- per hour	30.15	30.75	31.37
Intramural Advisors -- per hour	24.95	25.45	25.96
Mentors	675	689	702
National Honor Society Advisor	1,229	1,254	1,279
Newspaper Advisor High School	2,637	2,690	2,744
Stage Manager High School*	3,938	4,017	4,097
Stage Manager Intermediate*	2,979	3,039	3,099
Student Council Advisor HS	2,347	2,394	2,442
Student Council Advisor INT	1,671	1,704	1,739
Band Director High School*	6,809	6,945	7,084
Assistant*	4,286	4,372	4,459
Band Director Intermediate*	2,327	2,374	2,421
<b><i>*longevity eligible</i></b>			

<b>POSITION</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
Color Guard Advisor*	3,166	3,229	3,294
Band Jazz Director High School*	1,965	2,004	2,044
Band Jazz Director Intermediate*	1,965	2,004	2,044
Marching Band Instructor*	1,938	1,977	2,016
Band Advisor (Summer) -- per hour	30.15	30.75	31.37
Choral Directors			
High School*	3,763	3,838	3,915
Intermediate*	2,509	2,559	2,610
Elementary*	1,792	1,828	1,864
Elementary Band Director*	1,792	1,828	1,864
Director of School Productions HS (Fall)*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Director of School Productions HS (Spring)*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Director of School Productions Intermediate*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Drama Musical Director High School*	1,558	1,589	1,621
Drama Musical Director Intermediate*	1,519	1,549	1,580
Mock Trial Head Coach*	2,585	2,637	2,689
Scholastic Scrimmage Head Coach*	2,352	2,399	2,447
Speech/Debate Team Advisor - HS*	2,021	2,061	2,103
Summer Curriculum Writing, Planning - per hr	30.15	30.75	31.37
Development and Research Night School, Summer School, and Homebound (includes mileage)			
Summer Weight Training Coach	2,858	2,915	2,973
Yearbook Advisors			
Editor Advisor High School	2,707	2,761	2,816
Assistant	1,571	1,602	1,634
Business Advisor	1,785	1,821	1,857
Editor Advisor Intermediate	1,938	1,977	2,016
Assistant	1,429	1,458	1,487
<b>*longevity eligible</b>			

- A. Any individual who has held one of the qualifying schedule B positions listed above with an asterisk (\*) for 5 or more years shall receive a \$250 longevity stipend above his/her base salary. In addition, the individual must have held the same schedule B position for the stated number of years (years served in that position do not have to be consecutive) to qualify for the longevity stipend.
- B. Individuals starting their fifth year will be eligible for the stipend.
- C. The District agrees to begin keeping annual records of all individuals serving schedule B positions for the purposes of awarding longevity stipends.

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**GRIEVANCE REPORT FORM**

The Grievance Report Form will be available electronically as agreed upon by the East Stroudsburg Area School District and the East Stroudsburg Area Education Association.