

COLLECTIVE BARGAINING AGREEMENT

RIVERSIDE SCHOOL DISTRICT

AND

RIVERSIDE EDUCATION ASSOCIATION

BEGINNING SEPTEMBER 1, 2020

AND

ENDING AUGUST 31, 2025

2020 - 2025
**COLLECTIVE BARGAINING AGREEMENT BETWEEN
RIVERSIDE SCHOOL DISTRICT
AND
RIVERSIDE EDUCATION ASSOCIATION**

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AGREEMENT

made and entered into
this _____ day of _____, 2022,

between

RIVERSIDE SCHOOL DISTRICT,
a school district organized and existing under the
laws of the Commonwealth of Pennsylvania,
hereinafter called "DISTRICT"

AND

RIVERSIDE EDUCATION ASSOCIATION,
hereinafter called
"ASSOCIATION"

WITNESSETH:

I. TERM.

The term of this Agreement shall be for a period of five (5) years commencing the 1st day of September 2020, and ending on the 31st day of August, 2025.

II. FRINGE BENEFITS

Members of the certified bargaining unit shall be entitled to the following benefits pursuant to this Agreement:

A. (1) Personal Leave

Three (3) days leave of absence for personal matters which require absence during school hours, shall be granted in each school year. Personal leave may accumulate for use in any given year to a maximum of five (5) days. Any personal days in addition to the five (5) accumulated personal days not used by the end of the school calendar year shall be reclassified as unused sick leave and added to a teacher's record of cumulative sick leave as provided in Section II, D. Notice to the teacher's principal or other immediate superior, for personal leave, shall be given at least three (3) days before taking such leave, except in the case of emergencies. Fractions of a day (i.e., one-half (1/2)) may not be taken as a personal day. Any personal day granted must be for the entire day.

The leave shall be granted for the day requested when it shall not unreasonably interfere with the school program.

(2) Child-Rearing Leave

Child-rearing leave without pay shall be granted to a teacher for a period of eighteen (18) months upon an application setting forth the specific date upon which the Child-rearing leave shall end. The employee shall have the right to be granted a Child-rearing leave for less than eighteen (18) months upon an application setting forth the specific date upon which the Child-rearing leave shall end, provided that any return to employment before the expiration of any said eighteen (18) month period shall not be allowed within the last ten (10) calendar days of a marking period.

The District shall make reasonable effort to return the employee to the same building, grade level and subject area(s) to which the employee was assigned prior to the commencement of said leave. If such position is not available upon the employee's return, the employee shall be assigned to a substantially similar position.

A teacher who adopts a child shall be eligible for unpaid Child-rearing leave for a period of up to eighteen (18) months. In the event that both adopting parents are employed by the District, only one (1) parent shall be eligible.

(3) Severance Pay

Upon termination of service, except for dismissal and provided that there has been ten (10) years of service to the District, an employee shall receive severance pay in an amount equal to Seventy Five (\$75.00) Dollars for each day of accumulated unused sick leave, up to a maximum of Two Hundred (200) days, which has accrued to the employee. The ten (10) year service requirement shall not be applicable in the case of retirement.

B. INSURANCE PROGRAM

(1) Hospital and Medical Service Plan

The District agrees to pay the premium, for each member of the bargaining unit on the active payroll and their dependents, for a group Hospital and Medical Service Plan in the form of a Blue Cross/Blue Shield PPO (Professional Provider Organization) Plan which will have unlimited coverage for In-Network (Preferred) and a maximum coverage of One Million (\$1,000,000) Dollars for Out of Network (Non-Preferred). The plan summary for such services is attached hereto and made a part hereof. This plan will provide student rider coverage up to age twenty-six (26) for

dependent children.

Enrollment in the plan is voluntary. A Ten (\$10.00) Dollar co-pay per doctor office visit and a twenty (\$20.00) dollar co-pay per Specialist office visit as well as a thirty-five (\$35.00) dollar co-pay for out-patient emergency room visits are included components of the plan. Enrollment in the Health Insurance Plans will be for a minimum one (1) year term. Change in enrollment may only take place during the open enrollment period after notice. The District will pay the premium for each member of the bargaining unit on the active payroll, including eligible dependents, during any period of enrollment. The plan shall include the following deductibles beginning on July 1, 2022. The amount of the deductibles shall be cumulative. For example, the family deductible required amount shall be the total spent on any or all the family members and shall not require any one family member to individually meet the deductible. Employee or Employee plus spouse- two hundred fifty (\$250) dollars per plan year. Family- three hundred fifty (\$350) dollars per plan year.

Employees covered by a spouse's plan may disenroll and will receive Three Thousand Dollars (\$3000.00) in two (2) payments, one (1) on the last pay in December and one (1) on the last pay in June.

Bargaining unit members who choose to disenroll from the insurance plans must disenroll from all. Disenrollment from the Prescription Drug program will be subject to approval by the carrier.

(2) Dental Insurance and Vision Insurance

A. Dental Insurance

The District agrees to pay 100% of the premium, for each member of the bargaining unit on the active payroll and such member's eligible dependents, for a Dental Insurance Program equal to the benefits of the United Concordia Dental Program, which includes the following coverage: Oral surgery, prosthetics and crown, inlay and onlay restorations, periodontics and orthodontic coverage for adult and dependent children. Student rider coverage for dependent children up to age 26 is also included.

B. Vision Insurance

The District agrees to pay on behalf of each member of the bargaining unit on the active payroll and their eligible dependents 100% of the premium for a Vision Insurance Program which provides benefits described in Vision Benefits of America Program. Student rider coverage for dependent children up to age 26 is included.

(3) **Prescription Drugs**

(a) The District agrees to pay 100% of the premium of a Prescription Drug Program for each eligible employee on the active payroll and their eligible dependents. The prescription drug plan shall include oral contraceptives and a student rider providing coverage for dependent children up to age 26.

(b) All currently retired employees including bargaining unit members whose effective date of retirement is September 1, 2000, or earlier, shall not be subject to the increased deductible for prescriptions. Such retired employee shall continue to pay a \$1.00 deductible for each prescription filled.

(c) All currently retired employees, including any bargaining unit member whose retirement is effective September 1, 2000, or earlier, shall not be subject to the major medical exclusion for the prescription drug co-pay. All such retired employees, whose retirement is effective September 1, 2000, or earlier, shall continue to submit all covered prescription drug costs to Blue Cross/Blue Shield major medical for reimbursement under the same terms and conditions in force on the effective date of retirement.

(d) The prescription drug deductible shall be Seven (\$7.00) Dollars co-pay for generic; Thirteen (\$13.00) Dollars for brand name drugs. All bargaining unit members deductible prescription co-pay shall correspond to the percentage decrease/increase in the District's prescription plan premium, rounded to the nearest dollar.

Example

Generic: $\$7.00 \times 20\% = \1.40
 $\$7.00 + \$1.40 = \$8.40$
 $\$8.40$ rounding to the nearest dollar = \$8.00

Brand: $\$13.00 \times 20\% = \2.60
 $\$13.00 + \$2.60 = \$15.60$
 $\$15.60$ rounded to the nearest dollar = \$16.00

However, it is understood that the prescription drug deductible shall not exceed ten (\$10.00) dollars co-pay for generic or twenty (\$20.00) dollars co-pay for brand for the life of the contract.

The district will notify the members of any increase/decreases in deductible co-pay amounts by June 15.

(4) **Term Life Insurance**

The District agrees to pay the premium for a group term life insurance policy for each member of the bargaining unit as follows:

Life insurance coverage equal to One Hundred Fifty Percent (150%) of annual salary.

(5) **Carrier**

The District shall have the right to select and change the insurance carrier or carriers provided there are no decreases in benefits. The District will notify the Association of any known tentative or actual alteration or modification of any insurance program under consideration or effected by the carrier.

(6) **Insurance Coverage Termination**

Except for an insurance coverage which is provided by the District pursuant to a "group health plan" as defined in Section 162(i)(3) of the U.S. Internal Revenue Code and Section 2208 of Title XXII of the U.S. Public Health Service Act, as amended, insurance coverage shall terminate at the end of the policy month in which the employee's active employment with the District ends. With respect to the District's "group health plan", the District shall offer continuation coverage pursuant to Sections 2201-2208 of Title XXII of the U.S. Public Health Service Act, as amended.

(7) **Continuing Insurance Provision/Unpaid Leave**

Subject to the approval of the insurance carrier(s), a member of the bargaining unit on an unpaid leave may continue his/her insurance program by personally paying the insurance premiums to the District during the term of such unpaid leave.

(8) **Continuing Insurance Provision/Early Retirement**

Subject to the approval of the insurance carrier(s), a member of the bargaining unit who takes an early retirement in accordance with the provisions of the Public Employee Retirement Code may continue his insurance program by personally paying the insurance premiums to the District until age 65.

(9) **Insurance Contract**

All insurance plans provided for in this Agreement are contracts between the District and the insurance carrier. The District's liability shall be limited to the payment of premiums.

(10) **Grievance of Insurance Benefits**

A grievance arising out of a claim for insurance benefits shall not be arbitrable if the dispute involves a claim that the carrier is not providing contracted benefits; recourse in such an event will be with the carrier and through the courts, if necessary.

(11) **Retirees Health Insurance**

All retired recipients of paid health coverage shall be required to apply to PSERS for any subsidy available to them for their use in paying premiums for health insurance and in cases where the School District is making payment on the employee's behalf. Said employees shall remit any sums received from the PSERS for health insurance premiums to the School District in order to reduce the payments due by the School District.

The District shall provide written notice to the person within 30 days of non-payment, termination of retiree health insurance would become effective 30 days after providing written notice and still not receiving payment. A retiree may pre-pay any such payments that are due.

(12) **Proration**

The premium for each member of the bargaining unit on the active payroll and their eligible dependents for the hospital and medical service plan, including Major Medical Insurance, shall be prorated between the participant/employee and the employer/Riverside School District, as follows:

Any Bargaining Unit member initially hired as a part time employee following ratification of this contract will be required to pay a portion of the premium for his or her Blue Cross-Blue Shield of Northeastern Pennsylvania PPO insurance plan, including Major Medical coverage. The percentage of such premium to be paid by the district shall be equal to the percentage at which the employee's annual salary is prorated; the employee shall pay the remainder of the premium. Payment of the employee's share of the premium shall be made through payroll deduction. Premiums for all other insurance programs provided for in Article II B of this Agreement are not affected by this section and shall be fully paid by the District on behalf of the employee.

Full time bargaining unit members, who may be demoted or otherwise reduced to part-time status, shall not be subject to the proration of insurance premium provisions of this Article.

The intent of this provision is simply to set forth a standard by which benefits may be prorated for certain employees as set forth in this subsection.

C. POSTING OF VACANCIES

Vacancies which are to be filled shall be posted at least fifteen (15) days before being filled, except in cases of emergencies, whenever the vacancy shall occur during the school term. Whenever a vacancy shall occur during the summer recess, the District shall post the vacancy for at least thirty (30) days, except in cases of emergencies as determined by the mutual agreement between the Superintendent of Schools and the President of the bargaining unit.

D. SICK LEAVE

Each teacher shall be entitled to full salary for each day he/she is unable, because of illness or accidental injury, to perform the normal and usual duties of his/her occupation, and for which he/she has an outstanding balance of credited and accrued sick leave days. During the term of this Agreement sick leave shall accrue at the rate of ten (10) days per year and any unused sick leave shall be cumulative from year to year. Employees with fifteen (15) years of service shall accrue twelve (12) sick leave days per year.

The Board agrees to allow members to use up to ten (10) days of their accumulated sick leave per year for purposes of "family sick leave". Members, however, will not be allowed to accumulate Family Sick Leave and will only be allowed ten (10) days per year. Family Sick Leave shall be restricted to: member and spouse and member and spouse's immediate family or household. Household shall mean any family member or person with whom you have made a home.

No salary shall be paid if the accidental injury is incurred while the employee is engaged in remunerative work unrelated to school duties.

A written accounting of accumulated sick leave shall be given each teacher no later than September 30 of each year.

The Board shall require certification from a medical provider as to the necessity of such sick leave, after three (3) days of consecutive sick days.

E. BEREAVEMENT LEAVE

Up to four (4) consecutive working days leave with pay shall be granted in the event of the death of any member of a teacher's or spouse's immediate family or household. Household shall mean any family member or person with whom you have made a home. The Employee shall provide the District a completed form which is attached to this agreement and shall include the employee's name, decedent's name, relationship to decedent, dates of bereavement leave and employee's signature. The employee shall be permitted to provide the completed form to the building principal upon return from this leave.

BEREAVEMENT LEAVE FORM

This form should be completed by the employee who uses bereavement leave. Please provide the completed form to the building principal upon return to work.

Employee's Name: _____

Date(s) of Leave: _____

Name of Deceased: _____

Employee relationship to decedent: _____

Employee's Signature

Date

III. GRIEVANCE PROCEDURE

A grievance is an alleged misapplication, misinterpretation or violation of the terms, conditions and provisions of this Collective Bargaining Agreement and shall be resolved in accordance with the following procedure:

Step 1: Any member of the bargaining unit desiring to initiate any alleged grievance shall present the same in writing, signed by the aggrieved person or persons, to the Superintendent within ten (10) school days of the awareness of the alleged grievance. Written reply shall be made within ten (10) school days of its presentation.

Step 2: If within ten (10) school days after the reference to the Superintendent the same is not resolved to the satisfaction of the member(s) of the bargaining unit, the same shall be referred by such member(s) to the Board of Directors of the District. Written response shall be made within forty (40) days subsequent to receipt of the appeal.

Step 3: If the action or failure to act in Step 2 fails to resolve the grievance to the satisfaction of the member(s) of the bargaining unit, the grievance shall be resolved in accordance with the procedures set forth in Section 903 of the Public Employee Relations Act, which provides for binding arbitration.

Any member(s) of the bargaining unit may be represented by the Association at any step of the grievance procedure.

IV. TEACHER WORK YEAR

The teacher work year of the District shall consist of One Hundred and Eighty Three (183) work days, which shall be divided into One Hundred and Eighty (180) teaching days plus three (3) non-teaching work days. If any federal and/or state agency requires or mandates the District and its employees to complete certain professional development, the teacher work year shall be extended one (1) additional non-teaching work day for a total of One Hundred Eighty Four (184) work days. Such one (1) additional non-teaching workday shall be without any additional compensation.

The teachers shall be compensated at the rate of Ten Dollars (\$10.00) per day for each in-service day when travel outside the limits of the District is required.

The school calendar shall be determined by the Board with the advice of the Superintendent who shall have prior consultation with a committee representing the bargaining unit appointed by the Association and the principals.

The workday for elementary teachers shall consist of six (6) hours thirty-five (35) minutes of consecutive time. The elementary principal shall determine the time the teachers must be in the classrooms. This determination shall be made in light of the following:

1. The control of students.
2. The safety and welfare of the students.

There shall be two (2) building meetings held annually. The meetings will be between the elementary building principal and his/her respective building faculty and will be held immediately following student dismissal. Such meetings shall not exceed one (1) hour each. At least thirty (30) days' notice will be given prior to each such meeting. One meeting may be held between September 1 and December 31; the other between January 1 and the last day of student attendance. Meetings will be held only on days when students are in attendance. Meeting time is not cumulative.

The secondary workday shall consist of seven (7) hours and ten (10) minutes of consecutive time.

Early duty teachers in the high school will report at 7:20 a.m. and leave at 2:30 p.m.. Teachers will be compensated at the hourly rate if there is a need to stay beyond 2:30 p.m.

There shall be one (1) two (2) hour parent/teacher conference, per contract year, conducted between 6:00 p.m. and 8:00 p.m. The parent-teacher conference shall be published in the school calendar and shall occur on an Act 80 day. Faculty will be released, in accordance with practice, immediately following student departure at the start of the lunch hour in the respective school district buildings. Other parent-teacher conferences may be held during the regular work year in accordance with current practices.

The Superintendent shall distribute to all employees a schedule of hours applicable to each building, provided that total school hours shall not be altered substantially from schedules now followed.

V. *HOMEBOUND INSTRUCTION*

The Association and the Superintendent will establish a list of volunteers who will be available for homebound instruction.

The Superintendent of Schools will select a teacher certificated for the assignment.

Any professional employee involved in homebound instruction shall be compensated at the rate of Twenty-Eight (\$28.00) dollars per hour for the life of the contract.

Teachers paid in this program shall be eligible for compensation up to a maximum of five (5) periods per week per student requiring assistance. However, no teacher shall be required to work without compensation.

VI. FIELD TRIPS

The District shall establish a procedure by which trips can be requested. Should a field trip be denied by a principal, the teacher can appeal said denial to the Superintendent whose decision shall be final.

VII. TEACHERS LEAVING BUILDING DURING AN UNSCHEDULED PERIOD

In case of an emergency a teacher may leave his/her building during an unscheduled period, subject, however, to prior permission being secured from the principal or his designee, where practicable, upon written request of the teacher, wherein the nature of the emergency is stated.

A teacher shall have the right to leave the building during his/her duty-free lunch period. When leaving the building, he/she shall first notify the office, and it shall be his/her obligation to return prior to the end of the lunch period.

VIII. MEETINGS WITH SUPERINTENDENT

Teachers' representatives shall meet with the Superintendent ten (10) times between September and June. The number of such meetings may be increased or decreased by mutual consent. The committee of the teachers shall be composed of at least three (3) members of the Riverside Education Association. Three (3) other teachers shall be selected by the Superintendent and they may, but need not be, members of the Association. Those attending such meetings may be different persons in succeeding meetings, at the discretion of those having the selection of the members.

IX. SALARY

Professional employees shall be paid in accordance with the Schedules attached hereto and marked Exhibits "A-1" "A-2", "A-3", "A-4", "A-5", "A-6", and "A-7".

Teachers shall receive additional or less compensation at the rate of 1/183 or 1/184 of their annual salary for each day worked in excess or less than the normally scheduled one hundred eighty-three

(183) or one hundred eighty four (184) work days in accordance with Article IV Teacher Work Year.

A. Column Movement:

Column Movement can only occur every two (2) years;

B. Back Pay:

The District shall commit the sum of Sixty Thousand (\$60,000) dollars for bargaining unit member's compensation which will be divided equally between all bargaining unit members. This amount shall not be included on the salary schedule nor will there be any step movement for the 2020-2021 school year.;

X. EXTRA DUTIES

The Board has provided a schedule of extra compensations as set forth in Exhibit "B" hereto attached. Payment of compensation set forth in Exhibit "B" shall be by a check separate and apart from the regular pay check of any employee who is otherwise being compensated pursuant to this Agreement.

Other extra activities beyond those mentioned in the foregoing Schedule shall be compensated at the rate of Twenty-Four (\$24.00) dollars per hour. On September 1, 2022, the amount shall increase to Twenty-Six (\$26.00) dollars. On September 1, 2024, the amount shall increase to Twenty-Eight (\$28.00) dollars.

The maximum compensation for any field trip or related duty which exceeds the normal day shall be the actual hours worked but the compensation shall not exceed one hundred ninety two dollars (\$192.00) per day for the life of the contract.

XI. CAFETERIA DUTY

Teachers shall be relieved of assigned supervisory duties during the lunch period in the cafeterias of the elementary schools but shall be responsible for bringing children, when applicable, to the cafeteria. Teachers may be assigned to teach during this relief period but such assignments cannot be used to reduce the teaching staff.

The administration will meet and discuss scheduling arrangements with representatives of the Association for cafeteria duty for secondary teachers and will endeavor to work out a harmonious relationship.

XII. RIGHTS OF PROFESSIONAL EMPLOYEES

If called to appear before the Superintendent, a teacher shall be entitled to have representation by a member of the Association, except that in matters requiring immediate action, the Superintendent may act without first notifying the Association.

Whenever an appearance before the Board is required, a teacher shall be entitled to representation by counsel, a representative of the Association or both as he/she desires.

Any teachers who receive a written reprimand may request that the document be removed from his/her personnel file where such reprimand is considered to be improper.

No teacher will be disciplined unless there is proper cause.

XIII. JURY DUTY

A teacher who is called and required to report for jury services shall, upon prior notification, be excused from work for the days on which he/she serves and he/she shall receive his/her pay for each such day of jury service on which he/she otherwise would have worked. The compensation or pay which he/she receives for such jury service shall be paid to the District.

XIV. STUDENT EVALUATION

The teacher shall maintain the right and responsibility to determine grades and other evaluations of students. Any change in the grades or other evaluation of students shall be as follows:

1. Elementary - Conferences between the teacher and principal. If no agreement, conference with teacher and elementary supervisor. If no agreement, then the matter shall be referred to the Superintendent for final determination.

2. Secondary - Conference between teacher and principal. If no agreement, then the matter shall be referred to the Superintendent for final determination.

XV. GENERAL PROVISIONS

A. DEPARTMENT CHAIRPERSONS

Each Department Chairperson shall be paid for the full school term as follows:

September 1, 2022 - \$2,555.87 plus \$35.00 per teacher
September 1, 2024 - \$2,595.87 plus \$35.00 per teacher

JOB DESCRIPTION
DEPARTMENT CHAIRPERSON

Coordinate alignment within department of current course offerings
Facilitate the creation and updating of scope and sequence with standards

Help facilitate support for department members in the development of curriculum and instruction

Facilitate selection of instructional materials and textbooks within the current curriculum writing plan

Provide additional support for new teachers within their department, not to replace or supplant the mentor position

Provide additional support for new teachers within their department, as to school/district processes and procedures, not to replace or supplant the mentor position

Chair regularly scheduled department meetings, with Minutes and Agenda forwarded to building Principal and Superintendent

Represent department's interest at Department Chair meetings and in helping to set agendas for collaboration

Serve as a communication liaison between department and administration

Arrange for department members to serve on interview panels for new hires

Maintain financial records for department, including monitoring its budget, when information is provided by district or site administrator

Coordinate placement of student teachers within department, in coordination with administration

B. ASSOCIATION DAYS

The District agrees to allow the President of the Association or his/her designee to take leave with pay from his/her teaching duties for ten (10) school days during any school year for the purpose of attending to Association business. The District will pay the cost of the substituting teacher.

C. CLASS SIZE

The District will make every effort to maintain reasonable class size.

D. PUBLIC RELATIONS

The Public Relations Chairperson shall be paid:

September 1, 2022 - \$2,396.28

September 1, 2024 - \$2,436.28

The duties of the position are fully set forth in the document titled JOB DESCRIPTION PUBLIC RELATIONS CHAIRPERSON. The position description is attached to this Agreement and labeled Exhibit "C". In order to comply with the travel obligations of the position, the Public Relations Chairperson may be excused during 10th period, with permission of the building administrator, to visit other District schools. In such instance, the Chairperson will end his workday at the building being visited.

The District shall make every effort to keep duty assignments to a minimum, however, the Public Relations appointee shall not be assigned homeroom duty.

E. MENTOR (Induction)

Bargaining unit members who serve as mentor teachers in the teacher induction program shall be compensated as follows:

September 1, 2022 - \$1,214.50

September 1, 2024 - \$1,254.50

Mentor selection shall be from a list of those who apply based on the following when possible:

Elementary

1. Same Building as mentee
2. Same grade level as mentee
3. Same certification as mentee

High School

1. Same building as mentee
2. Same discipline as mentee

F. DIRECT DEPOSIT

All payroll amounts for the bargaining unit members shall be made by direct deposit into a designated account provided by the bargaining unit member to the district's business office. Whenever a pay

date coincides with a holiday, the bargaining unit member's account will be credited the business day prior to that holiday. A bargaining unit member shall have the right to not participate in direct deposit by providing written notice of such to the district's business office.

G. MILEAGE

Bargaining unit members will be reimbursed at the current IRS rate for school-related travel. Prior approval shall be required.

H. WORKER'S COMPENSATION

All professional employees shall have a duty to obtain treatment for work related injury from one or more of the designated health care providers located on Exhibit "D" attached hereto and incorporated herein by reference for ninety (90) days from the date of the first visit with the designated provider.

XVI. CURRICULUM

Any curriculum revision program called for by the Superintendent which shall be conducted after regular working hours shall be compensated at the rate of Twenty Eight (\$28.00) dollars per hour. On September 1, 2022, the amount shall increase to Thirty (\$30.00) dollars. On September 1, 2024, the amount shall increase to Thirty-Two (\$32.00) dollars.

XVII. ATHLETIC PASSES

Each professional employee shall be entitled to two (2) passes for each home athletic contest. These passes are not transferable and must be presented at the designated pass gate.

XVIII. PREPARATION PERIOD

Each professional employee shall have five (5) unassigned preparation periods weekly. Every effort shall be made for one (1) such period daily. Preparation periods shall be scheduled by the building principal and/or Superintendent during the school day. In the event that a professional employee agrees to cover an assignment during his or her planning time, the employee shall be compensated. The amount of compensation shall commence after the ratification of this agreement by both parties and shall be in the amount of twenty (\$20.00) dollars per period or portion thereof. This amount shall increase to twenty-five (\$25.00) dollars commencing on September 1, 2024.

XIX. DUES DEDUCTION

The Board agrees to deduct each payday the required Association dues from the pay of those employees who request, in writing, that such deductions be made, which deductions shall be sent to the Treasurer of the Association monthly.

The Association will provide the Board as to the amount of dues to be deducted and the names of the employees who have submitted authorizations to the Board to make such payroll dues deductions. Such deduction shall be made from the first paycheck of October and shall be made from each successive paycheck thereafter for the next nineteen (19) paychecks.

The Association shall indemnify and hold the Board harmless against any and all claims, suits, orders or judgments brought or issued against the Board as a result of such action taken or not taken by the Board under the provisions of this section.

XX. TEACHER FACILITIES

The Board shall provide an area for dining, lounge and work to be used exclusively by the faculty in each of the District schools.

The Board will make a telephone available in each faculty lounge provided there is a long-distance block placed on the telephone and that the teachers use an existing line.

XXI. CENTRALIZED RECORD KEEPING

Teachers are not responsible to maintaining attendance registers. Teachers' who are assigned a homeroom period will be responsible for completing an absentee list on a daily basis.

The Board shall investigate and, if possible, implement an alternate method of recording grades on report cards at the secondary level.

XXII. TRANSFER

No teacher shall be transferred to another building, grade level or subject area from his current assignment without prior notification. Except in emergency situations such notification must be given by the first day of August preceding the transfer.

Upon request, and if available, teachers shall receive a copy of tentative class lists at the close of the school year.

XXIII. PUBLIC INFORMATION

The District shall furnish to the Association, upon reasonable request, during normal business hours, all information to which the public is entitled.

XXIV. RATINGS

In accordance with Act 82 of 2012 and the School Code of the Commonwealth of Pennsylvania, evaluations will be uniformly applied during the term of the Agreement.

After the rating is recorded, the teacher will be given a copy of the rating and supported documentation and, if requested, a conference will be held involving the teacher, the rater and the Superintendent of Schools.

The teacher has the right to respond in writing to the rating and supporting documentation and such response shall be attached to the rating.

All observations, including walk through observations shall occur at times that will provide the evaluator with reasonable opportunities to obtain a comprehensive representation of employees' performance. Secondary and supplemental observations may occur on days when there is a delay of the school starting time or on a day in which school ending time is modified. No observations will occur on a day in which school ending time is modified. No observations will occur on days immediately preceding holidays and vacation periods. After ratings are recorded, the employee will be given a copy of the rating and supporting documentation, and, if requested, a conference will be held involving the employee, and if requested the employee's Association representative, the rater and the Superintendent of Schools. Employees may respond in writing to the rating and supporting documentation and when such response is submitted, it shall be attached to the rating.

In conformance with the Act, no employee will be rated solely on student test scores.

Alternatively, to the extent the Act permits, employees will notify their building principals that they have opted to be evaluated by the differentiated supervision model. Within a reasonable time thereafter, they shall meet to determine the project to be evaluated. The agreed upon project once established may not be changed except by mutual agreement. If they cannot agree on a project, the employee may opt out of the differentiated supervision model.

XXV. PERSONNEL FILE

Nothing derogatory or unfavorable toward an employee shall be placed in his personnel file unless the employee has first been presented with a copy of such material and has had a right to respond in writing to such material. Such response shall be attached to the material and made part of his file.

XXVI. SUSPENSION

If during the term of the Agreement it is determined by the Board that in accordance with Sections 1123, 1124 and 1125 of the School Code of the Commonwealth of Pennsylvania, the teaching force of the District must be reduced or realigned, then the Board shall do the following:

A. Meet with representatives of the Association and discuss the reduction or realignment of the teaching staff.

B. Attempt to realign the teaching staff with a view toward avoiding suspensions, including application for emergency certificates.

C. In the event a vacancy (long term) is created by absence and the position is to be filled pursuant to law, the District will hire a suspended teacher, certificated in the subject area in the inverse order of suspension. Said teacher to be paid on step as if he/she had not been suspended.

D. Utilize a suspended teacher on a priority basis as fully as possible in accordance with law for per diem substitute duty.

E. Place any suspended teacher on the recall list and, if the teacher refuses assignment when called by the District without extenuating circumstances, then the suspended teacher's name can be dropped from the list.

F. Subject to the approval of the insurance carrier(s) a member of the bargaining unit who is suspended and not recalled may continue his/her insurance program by personally paying the insurance premiums to the District during the term of such suspension.

G. Payment must be made on or before the 15th day in the month preceding the month of coverage.

XXVII. MAINTENANCE OF MEMBERSHIP

The Board agrees that all employees who are presently members of the Association, and those employees who shall become members of the Association during the term of this contract, shall be subject to the "Maintenance of Membership" provision as defined in Article III, Subsection (18) of the Public Employee Relations Act, Act 195.

XXVIII. SEPARABILITY

Any provision or clause of this Agreement held to be contrary to law, either by legislative enactment or by a court of competent jurisdiction from which judgment no appeal is taken in the time allowed by law or from which no appeal may be taken, then such provision or clause shall be rendered null and void, but such judgment shall not affect, impair or invalidate the remainder of this Agreement.

XXIX. STATUTORY SAVINGS CLAUSE

Nothing contained herein shall be construed to deny or restrict to any member of the bargaining unit such rights as he may have under the Public School Code of 1949, as amended, or the Public Employee Relations Act of 1970, or other applicable laws and regulations.

XXX. DEFINITIONS

"Board" shall mean the Board of School Directors of the Riverside School District.

"Superintendent" shall mean the Superintendent of Schools of the Riverside School District.

"Teacher" shall mean professional employees or temporary professional employees (whose duties consist principally of classroom instruction), plus those employees who are represented by the bargaining unit as defined herein below, plus those substitute teachers who are regular substitute teachers as defined by the Pennsylvania Labor Relations Board.

"Bargaining Unit" shall mean a subdivision of the employer unit comprised of classroom teachers, school counselors, school nurses, home and school visitors, coordinator of audio-visual services, library coordinators and librarians, and excluding federal coordinator, supervisors, first level supervisors and confidential employees as defined

in Act 195.

The term "STRIKE" has the same definition herein as is set forth in Section 301, Sub-section 9, of the Pennsylvania Public Employee Relations Act of 1970, as amended, 43 P.S. 1101.301(9), as amended.

XXXI. STRIKES AND LOCKOUTS

In consideration of the promises made by each party hereto one to the other, the Association promises that it will not engage in a strike during the term of this Agreement and the District promises not to conduct or cause a lockout during the term of this Agreement.

XXXII. DESCRIPTIVE HEADINGS

The descriptive headings used herein are for convenience only, they shall have no affect whatsoever in determining the rights and/or obligations and/or liabilities of the parties.

XXXIII. RECOGNITION CLAUSE

The Board hereby recognizes the Association as the sole and exclusive representative for purposes of collective bargaining and "Meet and Discuss" as those terms are defined in the Public Employee Relations Act of 1970 (Act 195) for all employees in the bargaining unit.

XXXIV. ELEVEN/TWELVE MONTH EMPLOYEES

All provisions of this Agreement applicable to bargaining unit members employed on a One Hundred Eighty-Four (184) day work year basis shall be equally applicable to bargaining unit members employed on an eleven (11) month or on a twelve (12) month basis. No such provision shall be pro-rated or otherwise adjusted except as expressly provided hereby:

A. SICK LEAVE

1. Eleven (11) month employees shall accrue sick leave at the rate of eleven (11) days per year.

2. Twelve (12) month employees shall accrue sick leave at the rate of twelve (12) days per year.

B. VACATIONS

1. Eleven (11) month employees shall not be required to work during the month of July.

2. In addition to declared holidays with buildings closed, twelve (12) month employees shall be entitled to a vacation which must be taken on non-school days as approved by the Superintendent of Schools and which shall be determined as follows:

Up to and including fifteen (15) years of service with District - Two (2) weeks;

After fifteen (15) years of service with District - Three (3) weeks.

3. Employees may use ten (10) vacation days during the school year, but not more than five (5) consecutive days. There shall be no limitation placed on vacation days taken during the summer recess.

C. WORK YEAR

The work year for eleven (11) month and twelve (12) month employees shall be the same as for the One Hundred Eighty-Four (184) day bargaining unit members during the regular school term. In addition thereto the following schedule shall apply during the summer recess.

1. Eleven-Month Employees

July: No work assignment

August: Twenty-one (21) days less any scheduled holidays.

Eleven (11) month employees shall work a maximum of Two Hundred Five (205) days annually; such work year determined by adding the above scheduled summer recess work days to the regular One Hundred Eighty-Four (184) day work year.

2. Twelve-Month Employees

July: Twenty-one (21) days less any scheduled holidays.

August: Twenty-one (21) days less any scheduled holidays.

Twelve (12) month employees shall work a maximum of Two Hundred Twenty-Six (226) days annually; such work year determined by adding the above scheduled summer recess work days to the regular One Hundred Eight-Four (184) day work year.

D. **HOURS**

During the regular school term the work day for eleven (11) month and twelve (12) month employees shall be the same as other bargaining unit members. During the summer recess the work day shall be at the discretion of the Superintendent.

E. **SALARY**

1. All compensation, including wages, for those eleven (11) month and twelve (12) month employees who became members of this bargaining unit effective September 1, 1983 shall continue at no less than current levels and shall not be reduced in any way except for cause or as provided by law. Bargaining unit membership shall not be cause for demotion.

2. During each year of this Agreement such eleven (11) month and twelve (12) month bargaining unit members as described above in Paragraph 1 shall receive basic annual salary increases in the same manner and in the same amount as granted to One Hundred Eighty-Four (184) day bargaining unit members. In addition thereto such employees shall receive additional salary in compensation for the extended work year. Such additional salary shall be calculated and established as provided above in Article IX, Salary.

3. In the event that the employer expands the eleven (11)/twelve (12) month work force, or replaces any current employee as described in Paragraph 1 above, all salary for such additional new employees shall be calculated and established solely on the basis of the provisions of Article IX, Salary.

XXXV. EARLY RETIREMENT INCENTIVE PROGRAM

Upon ratification of the Collective Bargaining Agreement, the District agrees to modify the established early retirement incentive program pursuant to the following terms and conditions:

In order to qualify for the early retirement incentive program, an employee must meet all of the following criteria:

(1) No member of the bargaining unit shall be eligible for early retirement unless the member retires under the provisions of the Public School Employees' Retirement System and has no less than twenty five (25) consecutive years of service with the Riverside School District. Also, the bargaining unit member must retire prior to his or her forty-first (41st) year of service at the Riverside School District.

(2) The employee must provide the Riverside School District with at least sixty (60) days written notice of his/her intent to retire. Such notice shall include: (a) date of notice; (b) name of applicant; and (c) effective date of early retirement. Within sixty (60) days of retirement, the employee must provide the District with proof of actual retirement.

(3) The employee will receive Seventy Five Percent (75%) of current salary in five (5) lump sum payments paid over five (5) consecutive fiscal years. The first such payment shall be paid on the effective date of retirement or at such later date as may be requested by the employee. Every member of the bargaining unit who receives an early retirement payment shall be provided hospital and medical service plan insurance program benefits, pursuant to the terms of Article II, B (1), (2), and (3) of this Agreement pursuant to the schedule set forth below or until death, whichever occurs first.

The length of health care coverage will be as follows for teachers retiring with:

Credited Years of Service	Years of Health Care Coverage
25	19
26	18
27	17
28	16
29	15
30	14
31	13
32	12
33	11
34	10
35	9
36	8
37	7
38	6
39	5
40	4
41	3

Health care coverage shall be provided until the retired employee is eligible for another government or employer provided plan.

XXXVI. TUITION REIMBURSEMENT

The maximum credit hour tuition cost for which reimbursement will be paid in any year will be the Penn State University Main Campus in-state graduate credit cost for that year.

A. Employees shall be reimbursed for tuition costs incurred for Doctoral Program, Master's Program, English as a Second Language Certification, Reading Specialist Certification, and or Principal Certification as follows (costs shall not include books, fees, technology, licenses, transportation or supplies):

- A grade of "A" 80% of tuition
- A grade of "B" 65% of tuition
- A grade lower than "B" - 50% of tuition

There will be no reimbursement for tuition costs if any class is retaken by the applicant.

B. Employees shall be reimbursed for tuition costs incurred for post baccalaureate study as follows (costs shall not include books, fees, technology, licenses, transportation or supplies):

- A grade of "A" 65% of tuition
- A grade of "B" 40% of tuition

C. Payment of reimbursements will be made within ninety (90) days of completion of the course after employee's submission to the Business Office of the following:

1. Copy of completed Pre-Approval for Tuition Reimbursement Form.
2. The college or university issued grade reports.
3. Proof of payment. (Proof of payment may be an account statement or document from the college or university indicating student name, tuition amount paid, course, term, etc.) Credit card receipts or bills and cancelled checks without a matching bill or invoice will not be accepted as proof of payment.

If an "incomplete" is granted as a grade, the student has an additional six (6) months to acquire the grade only if an extension is requested before expiration. Supporting documentation must be provided from the college or university at the time of the extension request.

D. Employee shall make application to the Superintendent for course work for which tuition reimbursement is to be requested prior to registration at the college or university where the course will be taken. The employee shall notify the District that the course taken is for college credit and will indicate the cost per credit. Such notice shall also state whether the course is in the employee's area of certification or whether in the field of education. A copy of the application is attached hereto as Exhibit "A".

E. Post baccalaureate college credits taken in the employee's area of certification or in the field of education, up to twelve (12) credits per contract year, will be reimbursed. Any class/college credit which is

a repeat class will not be reimbursed by the District.

F. Coursework outside the employee's area of certification and not in the field of education will only be reimbursed with approval by the Superintendent.

G. All courses/credits to be used for reimbursement must be taken on site or On-Line at an officially accredited college or university recognized by the Pennsylvania Department of Education, or any satellite center established by the college/university. No credits earned through correspondence study, travel study and/or media produced courses will be acceptable unless approved by the Superintendent, at his discretion.

H. Intermediate Unit (IU) course/credits shall be recognized, however the IU courses/credits will require the approval of the Superintendent. In the event that the Superintendent does not approve an IU course/credits, the reason(s) for denial shall be provided in writing to the requestor within a reasonable time.

I. A maximum of six (6) in-service credits per year may be used for movement or placement on the salary schedule.

J. Any Employee who has received benefits under this section and who voluntarily leaves the District's employment without one (1) year's active service following the end of the course or courses shall be liable to repay all tuition benefits received for that course or courses taken in the preceding twelve (12) months.

K. Any Masters or Doctoral program must be from the Federal List of Accredited Institutions. It is understood that the list does change from time to time and the list shall be established on an individual basis as the date when application for reimbursement is filed with the Superintendent. These are the Postsecondary Educational Institutions and Programs Accredited by Accrediting Agencies and State Approval Agencies Recognized by the U.S. Secretary of Education.

XXXVII. SABBATICAL/PROFESSIONAL DEVELOPMENT/OCCUPATIONAL LEAVES

A. Any person employed by the Riverside School District who has completed ten (10) years of satisfactory service as a professional employee or member of the supervisory, instructional or administrative staff, or as a commissioned officer of any board of school directors or any part of the public school system of the Commonwealth, shall be entitled to a leave of absence for professional development, or a sabbatical for restoration of health, or, at the discretion of the Board of Directors, for other purposes.

At least five (5) consecutive years of such service shall have been in the Riverside School District, unless the Board of School Directors, in its discretion, allows a shorter time.

B. If the leave of absence is requested because of illness of the employee, a leave shall be granted for a period equivalent to a half (1/2) or full school term or equivalent to two (2) half (1/2) school terms during a period of two (2) years. If the leave of absence for one (1) half (1/2) school term or its equivalent has been granted and the employee is unable to return to school because of illness or physical disability, the employee, upon written request prior to the expiration of the original leave, shall be entitled to a further sabbatical leave for one (1) half (1/2) school term or its equivalent.

C. If a sabbatical leave for restoration of health or a leave of absence for professional development for one-half (1/2) school term or its equivalent has been granted, and the employee is unable to return to school service because of illness or physical disability, the employee, upon written request prior to the expiration of the original leave, shall be entitled to a further leave for one (1) half (1/2) school term or its equivalent. After a sabbatical or professional development leave is taken, another shall not be allowed for seven (7) years.

A sabbatical leave for restoration of health or a leave of absence for professional development granted to a regular employee shall also operate as a leave of absence without pay from all other school activities.

D. The number of sabbatical leaves of absence and professional development leaves granted in any school year to persons regularly employed by the Riverside School District shall be limited to Ten Percent (10%) cumulatively of the number of persons eligible for such leaves of absence. Whenever applications for leaves of absence exceed the Ten Percent (10%) limit set forth herein, a preference shall be given according to the years of service since the previous leave of the applicant, benefits expected to accrue to the school system, least possible disruption of the school program, general welfare of the employee concerned and other regulations adopted by the Board. The limitation set forth in this section shall not apply to the first Ten Percent (10%) of employees making application for such leave. The employee on sabbatical for restoration of health or a leave of absence for professional development shall receive one-half (1/2) of his/her regular salary during the period he/she is on such leave and will be considered on leave of absence without pay from all other school activities.

E. The employee, while on sabbatical leave or professional development leave, shall be considered to be in regular full-time daily attendance in the position from which the leave was taken for the purpose of determining length of service and the right to receive increments as provided by law. The employee shall continue membership in the Public Employees' Retirement System as follows:

The Riverside School District shall pay into the Public School Employee's Retirement System on behalf of each such employee on leave, in addition to the contributions required by law to be made by it, the full amount of the contribution required by law to be paid by the employee as though said employee were actually in regular full-time daily attendance in the position from which the sabbatical leave or professional development leave was taken so that such employee's retirement rights shall be in no way affected by such leave of absence.

The amount of the contribution required to be paid by the employee shall be deducted from any compensation payable to the employee while on leave.

F. A leave of absence for professional development shall be directly related to the professional responsibilities as determined by the Board of School Directors and shall be restricted to activities required by regulations of the State Board of Education and by the laws of this Commonwealth for a professional certificate or commission or to improve professional competency. All requests for a leave of absence for professional development shall be subject to review and authorization by the Board of School Directors, which shall have sole authority to adopt and enforce a policy establishing the conditions for approval of such leaves. At a minimum for a half (1/2) school term, a leave of absence for professional development shall consist of any of the following or a combination thereof: nine (9) graduate credits, twelve (12) undergraduate credits, or one hundred eighty (180) hours of professional development activities. These minimum requirements double for a leave of absence for an entire school year. At a minimum for a full school year, a leave of absence for professional development shall consist of any of the following or a combination thereof: (1) eighteen (18) graduate credits, (2) twenty-four (24) undergraduate credits, or (3) three hundred sixty (360) hours of professional development activities. The proposed plan of study shall be filed with the Superintendent and shall be approved by the School Board before the leave of absence begins. For the purpose of this article, the following ratios of course credits and professional development hours may be used in any combination to satisfy minimum requirements for professional development leave:

(a) Four (4) undergraduate credits shall be the equivalent of three (3) graduate credits.

(b) Twenty (20) hours of professional development shall be the equivalent of one (1) graduate credit.

(c) Fifteen (15) hours of professional development shall be the equivalent of one (1) undergraduate credit.

G. The employee requesting a leave of absence for professional development shall submit to the Board of School Directors a detailed plan describing the professional development activities to be undertaken. The Board shall be authorized to approve or reject the plan, consistent with its written policy. Upon completion of the leave, the employee shall provide to the Board of School directors satisfactory evidence that the employee's approved plan for professional development was fully complied with during the leave of absence. A transcript or copy of a transcript shall be sufficient evidence that the employee's approved plan for professional development was fully complied with during the leave of absence. If the employee fails to comply with an approved plan for professional development, unless prevented by illness or physical disability, the employee shall forfeit all benefits to which said employee would have been entitled, for the period of the leave of absence for professional development.

H. The Board of School Directors shall have the right to make such regulations as they may deem necessary to make sure that employees on leave shall utilize such leave properly for the purpose for which it was granted, requiring reports from the employee or employees on leave in such manner as they may deem necessary.

I. No sabbatical leave or professional development leave shall be granted unless the employee shall agree to return to his/her employment with the Riverside School District immediately following such leave of absence, or any extension thereto, for a period of time equal to the length of the leave. If the employee fails to return to employment, unless prevented by illness or physical disability, the employee shall forfeit all benefits, including salary, to which he/she would have been entitled for the period of his/her leave of absence. If the employee resigns or fails to return to employment, unless prevented by illness or disability, the amount contributed by the Board to the Public School Employee Retirement System shall be deducted from the refund payable to the employee and the amount so deducted will be refunded to the Riverside School District.

J. The Board of School Directors may grant a leave of absence to a professional employee for the purpose of acquiring practical work experience in business, industry, or government, in accordance with the conditions and provisions set forth within Section 522.2 and/or in

accordance with any other relevant sections of the Public School Code of 1949, as amended.

ADDITIONAL LEAVE RULES

1. A request for sabbatical leave of absence shall be submitted on the School District form "Application for Sabbatical Leave" to the Superintendent. A request for professional development leave shall be submitted on the School District form, "Application for Professional Development Leave" to the Superintendent. Lastly, a request for an occupational exchange leave shall be submitted on the School District form "Application for Occupational Exchange Leave" to the Superintendent.

2. Application for one of the above-referenced leaves shall be received by the Superintendent at the earliest possible date. Every effort will be made to submit such application no later than the end of April of the school year prior to the school year of desired leave, except those requests for sabbatical leave of absence for restoration of health may be submitted as necessary.

3. The employee on professional development leave is expected to devote his/her primary efforts to accomplish the purpose for which the leave is granted.

4. Employees who are granted professional development leave should file a proposed plan of study with the Superintendent of Schools before the leave begins. A transcript or copy of a transcript is required at the completion of each semester's work. The employee may receive a financial grant from an outside source to assist with the costs for course work during formal study.

5. Employees who are granted occupational exchange leave should utilize the said leave for improvement in professional skills and service to the District. An explanatory prospectus is to be attached to the application form. A summary report must be submitted within two (2) months after the end of the leave.

6. Employees who request sabbatical leave (restoration of health leave), must submit an application on the District form accompanied by a medical statement giving the nature of the illness or disability and attesting to the need for the leave.

7. Paychecks shall be mailed to the employee's home address unless other arrangements are made by the employee before going on leave.

8. Employees granted sabbatical leave, professional development leave and occupational exchange leave will be continued to be covered by the District's group insurance plans, and will continue to accrue sick leave and personal leave, without abatement, while on leave.

9. Charges of non-compliance with the above regulations shall be subject to the following procedure prior to invocation of any sanctions:

a. Written notice shall be given to the employee stating the precise charges of non-compliance.

b. The employee shall have the right to respond, in writing, to any such charges.

c. Should the dispute remain unresolved, the matter will be immediately submitted to arbitration. The parties shall request a panel of arbitrators from the Pennsylvania Bureau of Mediation in the same manner provided for in Article III, Grievance Procedure, Step 3.

d. Should an arbitration award be entered in favor of the District, the employee shall reimburse the District for all compensation received during the period of leave in which there is non-compliance with the regulations.

e. The cost of arbitration shall be borne equally by the parties.

10. In the event an employee fails to return to employment following any leave of absence where return to employment is required by prevailing law, unless prevented by illness or disability, the District reserves unto itself all rights under law to recover any salary or benefits paid to the employee by the District during the period of leave.

11. The District may cancel a classroom occupational exchange Leave if the employing business entity fails to comply with its obligation to reimburse the District the cost of the employee's wages and benefits in accordance with law.

12. Leaves of absence shall be granted in accordance with the School Code of the Commonwealth of Pennsylvania, as amended.

RIVERSIDE SCHOOL DISTRICT
APPLICATION FOR PROFESSIONAL DEVELOPMENT LEAVE

1. _____
Name Position/Assignment School/Building

2. Date(s) of prior sabbatical leave(s)/professional development leave(s)

3. Period to be covered by this professional development leave

First semester 20__/20__ school term

Second semester 20__/20__ school term

20__/20__ school term

Other (explain) _____

4. Purpose of this professional development leave:

5. The benefit which will occur to the Riverside School District as a result of this professional development leave:

6. Please attach hereto a proposed program of study. The final program consisting of sufficient credits to comply with the Collective Bargaining Agreement will be filed with the administration before my leave begins.

7. I understand that this application is made in conformance with the provisions for compensated professional development leave as outlined in the Pennsylvania Public School Code and Riverside School District policy, contract and regulations as adopted. I signify by my signature that I agree to:

a) Return to my employment with the Riverside School District for a period equal to the length of the leave immediately following the professional development leave of absence, unless prevented by illness or disability or my return is waived by the Riverside Board of School Directors, and

b) Reimburse the Riverside School District for any salary and benefit costs received by me if I fail to fulfill the requirements and conditions for which my professional development leave is approved, and

c) Comply with all aspects of the Collective Bargaining Agreement with reference to professional development leave.

Signed

Date

Approved:

Signed

Date

RIVERSIDE SCHOOL DISTRICT
APPLICATION FOR OCCUPATIONAL EXCHANGE LEAVE

1. _____
Name Position/Assignment School/Building

2. Date(s) of prior sabbatical/professional development leave/occupational exchange leave(s)

3. Period to be covered by this occupational exchange leave

First semester 20__/20__ school term

Second semester 20__/20__ school term

20__/20__ school term

Other (explain) _____

4. Purpose of this occupational exchange leave:

5. The benefit which this occupational exchange leave will provide to the Riverside School District:

6. I understand that this application is made in conformance with classroom occupational exchange leave provisions of Section 522.2 of the Public School Code of 1949, and any provisions related thereto, as amended, Riverside School District policy and regulations and the Collective Bargaining Agreement between the Riverside School District and the Riverside Education Association. I signify by my signature that I agree to:

a) Comply with all aspects of the Collective Bargaining Agreement with reference to occupational exchange leave.

b) I further agree that if the employer does not adequately compensate the District in accordance with the Collective Bargaining Agreement, that I could have this leave immediately terminated. Furthermore, I understand that this leave can be denied in the event that the employer refuses to comply with the payment provisions of the Collective Bargaining Agreement.

c) I agree to submit to the Riverside School District, prior to the start of my classroom occupational exchange leave, the attached form entitled "Employer's Agreement to Compensate School District". I agree that in the event that I do not supply this form to the School District at least two (2) months prior to the start of the classroom occupational exchange leave, unless the School Board agrees to a lesser notice period, the leave will not be permitted.

Signed Date

Approved:

Signed Date

RIVERSIDE SCHOOL DISTRICT

EMPLOYER'S AGREEMENT TO COMPENSATE SCHOOL DISTRICT

I, _____, duly authorized agent and/or owner of _____, hereby certify and affirm that I will, during the time period that _____ works for _____, fully compensate the Riverside School District for all salary, wages, pension and retirement contributions, and other benefits as if the employee were on full-time active service with the Riverside School District. I further certify that I am authorized to sign the current affidavit under oath and agree to comply with all provisions of this affidavit.

Date: _____

Signed

SWORN to and SUBSCRIBED
before me the _____ day
of _____, _____.

Notary Public

XXXVIII. UNPAID LEAVE

A. Any employee who is disabled or sick, and who has exhausted available leave with pay, shall be entitled to a leave of absence without pay for the duration of such disability or sickness. Such unpaid leave shall be granted upon request of the employee. The employee shall submit a statement from his/her attending physician attesting to the need for such leave.

B. The school physician may consult with the employee's attending physician regarding the employee's medical condition and may make recommendations to the school board relative to the employee's need for such leave.

C. Any disagreement between the school physician and the attending physician, on the employee's condition that may adversely affect continuation of the leave, shall be resolved by referral to an independent medical physician selected by the employee's attending physician and the school physician. After consultation with both physicians, the independent physician shall decide the question of the employee's physical or mental capacity. The independent physician's decision shall be binding upon the parties.

D. Upon return to employment, the employee shall submit a certificate of fitness from his/her attending physician. Any disagreement over the employee's fitness to return to work shall be resolved in the same manner provided in Subsection C above.

E. All costs and fees incurred by an employee resulting from any District requirement for medical consultation, as set forth in Subsections C and D above, will be fully borne by the District.

F. The provisions of this Article shall not apply to absences caused by work-related injury or illness covered under Worker's Compensation statutes.

XXXIX. SICK LEAVE BANK

SICK LEAVE BANK

I. Membership

A. The sick leave bank is voluntary for members of the bargaining unit and only participating members may benefit from the program.

B. To become a participating member, a bargaining unit member must donate one

(1) sick leave day within thirty (30) days of the formation of the sick leave bank, or thirty (30) calendar days of their initial date of employment. The established enrollment period shall be from September 1 to October 1 of each school year, or within thirty (30) calendar days of the initial date of employment. Anyone not joining during this period must wait until the following year to enroll.

C. Bargaining unit members, who have had the opportunity to join the Sick Leave Bank, but have elected not to do so, may join during the following year's enrollment period. Those individuals shall be required to donate all sick days they would have been liable for from the first possible day of enrollment and are subject to a one-year waiting period before they may withdraw from the bank.

D. All donated days are non-refundable.

E. Members must continue a donation of one (1) sick leave day each year until the bank reaches an accumulated minimum of three hundred (300) days.

F. Any member who has dropped out of the bank and wishes to reenter must donate all sick days that they would have donated had they remained in the bank. The member is also subject to a one-year waiting period for sick bank use after re-enrollment.

II. Sick Leave Bank Committee

A. A Sick Leave Bank Committee consisting of the Superintendent and the Association President will review all requests for use of days from the sick leave bank.

B. Requests for sick day withdrawals from the bank shall be made in writing to the Committee.

C. The Committee shall take all necessary steps to insure the confidentiality of its members.

D. The Committee will make judgments about the use of the bank within these established policies. Written notification of approval or denial of withdrawal will be given to the applicant.

E. The Committee will require a certificate from a physician at the time of initial request verifying the medical condition of the member and may require a second opinion and/or consultation with an alternate physician.

F. Nothing contained herein shall be construed to modify the discretionary powers of the Board of School Directors to grant additional leave.

III. Withdrawals

A. A member's unused sick and personal leave must be exhausted before days can be withdrawn from the bank.

B. The waiting period is based upon accumulated sick leave and is measured in scheduled work days. Accumulated leave shall be defined as the number of unused sick days credited to an individual as of the first day of school in the year the withdrawal is requested.

<u>Accumulated Leave</u>	<u>Waiting Period (unpaid)</u>
Up to 18	5
More than 18	3
More than 36	1
More than 54	0

C. The Sick Leave Bank cannot be used for:

1. Normal Pregnancy
2. Cosmetic Surgery
3. Elective Surgery
4. Any Non-emergency Surgery
5. Employees utilizing worker's compensation, parental leave or family and medical leave.

D. A member may apply for withdrawal from the sick leave bank because of major surgery, cardiovascular illness, respiratory illness, brain and nerve injury which affects the locomotion system, malignancy, injury resulting from accidents or an illness or accident which causes disability. The sick leave bank is reserved for members to which these catastrophic illnesses or accidents occur, withdrawal due to illness or accident of a spouse or family member is not permitted.

E. Any unused sick days withdrawn from the bank shall be returned to the bank.

F. No member may withdraw more than ninety (90) days per school year.

G. Withdrawal of sick days from the bank shall be on a consecutive day basis.

XL. IRC 403(b) tax-sheltered annuity (TSA) plan

1. Monies paid to employees eligible for severance pay and the early retirement incentive shall be deposited into a 403(b) tax sheltered annuity account established by the eligible employee with Kades-Margolis or other District approved vendor, who shall be responsible for administering such programs.

2. The Failure to establish the account shall result in the employee forfeiting all benefits under the Early Retirement Incentive proposal and for reimbursement for unused sick leave.

3. The monies paid into the 403(b) tax sheltered account shall be in an amount equal to the value of the eligible employee's retirement incentive pursuant Article II (A)(3) and Article XXXV of the Collective Bargaining Agreement.

4. All deposits are limited to the employee's IRS limits. If there are excessive deposits, those deposits will be made to the eligible employee's account in the next subsequent year up to the IRS limit.

5. The employer's first deposit into the retiree's 403(b) account shall be made on the effective date of retirement or at such later date as may be requested by the retiree. Subsequent deposits shall be separated by a period of one (1) calendar year. Retirees may request to defer subsequent deposits longer than one (1) calendar year but no deferral shall be longer than the end of that fiscal year.

XLI. FLEXIBLE SPENDING ACCOUNT

The District shall adopt an IRS Section 125 Plan and shall make available to the members of the Bargaining Unit a Section 125 Flexible Spending Account Program for medical and dependent care expenses. There shall be a minimum member contribution of One Thousand (\$1,000.00) Dollars. The medical maximum shall be five thousand (\$5,000.00) dollars annually, the dependent care maximum shall be the maximum permitted by IRS regulation. The rules for such IRS Section 125 Plan, shall be established by the Section 125 Flexible Benefits Plan Provider.

XLII. RETIREMENT NOTICE

The employee will make every effort to provide the Riverside School District written notice of his/her intent to retire by April 1.

XLIII. Staff Reduction Language:

If it is necessary to reduce or demote a bargaining unit member, the school district will make such reductions or demotions, whenever possible, by attrition. The following procedures will govern the manner in which a reduction or demotion shall be effected.

When the Board determines that a program or programs will be or may be affected, the Board will notify, in writing, both the Association and any possible affected bargaining unit member(s) in writing within ten (10) days of such occurrence.

Any bargaining unit member affected by a staff reduction or demotion shall have realignment and recall rights according to district seniority. A Professional Employee shall be considered to have greater Seniority than a Temporary Professional Employee regardless of district seniority.

IN WITNESS WHEREOF, the parties hereto intending to be legally bound hereby have executed this Agreement this _____ day of _____, 2022.

WITNESS/ATTEST:

RIVERSIDE SCHOOL DISTRICT

Barbara Fedor, Secretary

BY: _____
Carol Armstrong, President

WITNESS/ATTEST:

RIVERSIDE EDUCATION ASSOCIATION

BY: _____
President

SALARY SCHEDULE -- EXHIBIT "A-1" - 2021-2022

2021- 2022	**							
Step	B	M	M+15	M+24	M+30	M+45	M+60	M+75
1	44,470.00	46,566.00	51,622.00	53,920.00	56,218.00	58,516.00	60,814.00	63,112.00
2	44,967.00	47,063.00	52,119.00	54,417.00	56,715.00	59,013.00	61,311.00	63,609.00
3	45,464.00	47,560.00	52,616.00	54,914.00	57,212.00	59,510.00	61,808.00	64,106.00
4	45,961.00	48,057.00	53,113.00	55,411.00	57,709.00	60,007.00	62,305.00	64,603.00
5	46,458.00	48,554.00	53,610.00	55,908.00	58,206.00	60,504.00	62,802.00	65,100.00
6	46,955.00	49,051.00	54,107.00	56,405.00	58,703.00	61,001.00	63,299.00	65,597.00
7	47,955.00	50,051.00	55,107.00	57,405.00	59,703.00	62,001.00	64,299.00	66,597.00
8	48,955.00	51,051.00	56,107.00	58,405.00	60,703.00	63,001.00	65,299.00	67,597.00
9	49,955.00	52,051.00	57,107.00	59,405.00	61,703.00	64,001.00	66,299.00	68,597.00
10	50,955.00	53,051.00	58,107.00	60,405.00	62,703.00	65,001.00	67,299.00	69,597.00
11	51,955.00	54,051.00	59,107.00	61,405.00	63,703.00	66,001.00	68,299.00	70,597.00
12	53,268.00	55,364.00	60,420.00	62,718.00	65,016.00	67,314.00	69,612.00	71,910.00
13	54,594.00	56,690.00	61,746.00	64,044.00	66,342.00	68,640.00	70,938.00	73,236.00
14	55,920.00	58,016.00	63,072.00	65,370.00	67,668.00	69,966.00	72,264.00	74,562.00
15	57,246.00	59,342.00	64,398.00	66,696.00	68,994.00	71,292.00	73,590.00	75,888.00
16	58,572.00	60,668.00	65,724.00	68,022.00	70,320.00	72,618.00	74,916.00	77,214.00
17	59,898.00	61,994.00	67,050.00	69,348.00	71,646.00	73,944.00	76,242.00	78,540.00
18	61,224.00	63,320.00	68,376.00	70,674.00	72,972.00	75,270.00	77,568.00	79,866.00

* Salary credit for the following Degrees shall take effect at the beginning of the school term following verification of the new status: MASTER'S DEGREE; MASTER'S DEGREE + 15; MASTER'S + 24; MASTER'S + 30; MASTER'S + 45; MASTER'S +60 and MASTER'S +75.

** At least eight of which are in the field in which the teacher is certified.

*** In-service course credits that are not college credits, and not in the area of teacher's certification, shall require approval of the Superintendent of Schools to be recognized for placement on the MASTER'S + 45, MASTER'S + 60 and MASTER'S +75 column(s).

**** Column Movement can only occur every two (2) years;

Master's Equivalence

Members of the bargaining unit who presently possess a Master's Equivalency and are presently afforded placement on the salary schedule in a Master's or a Master's + column will continue to enjoy that placement and the benefits thereafter. Present members of the professional staff who do not possess a Master's Equivalency may obtain same and be placed on the Master's column and enjoy the benefits thereafter.

Professional employees hired on or after September 1, 1993, in order to be afforded placement on the salary schedule in the Master's column, must obtain an earned Master's Degree from an officially accredited college or university recognized by the Department of Education or obtain same at a satellite center or other location established by the college or university.

SALARY SCHEDULE -- EXHIBIT "A-2" - 2022-2023

2022-2023	**							
Step	B	M	M+15	M+24	M+30	M+45	M+60	M+75
1	45,270.00	47,366.00	52,422.00	54,720.00	57,018.00	59,316.00	61,614.00	63,912.00
2	45,767.00	47,863.00	52,919.00	55,217.00	57,515.00	59,813.00	62,111.00	64,409.00
3	46,264.00	48,360.00	53,416.00	55,714.00	58,012.00	60,310.00	62,608.00	64,906.00
4	46,761.00	48,857.00	53,913.00	56,211.00	58,509.00	60,807.00	63,105.00	65,403.00
5	47,258.00	49,354.00	54,410.00	56,708.00	59,006.00	61,304.00	63,602.00	65,900.00
6	47,755.00	49,851.00	54,907.00	57,205.00	59,503.00	61,801.00	64,099.00	66,397.00
7	48,755.00	50,851.00	55,907.00	58,205.00	60,503.00	62,801.00	65,099.00	67,397.00
8	49,755.00	51,851.00	56,907.00	59,205.00	61,503.00	63,801.00	66,099.00	68,397.00
9	50,755.00	52,851.00	57,907.00	60,205.00	62,503.00	64,801.00	67,099.00	69,397.00
10	51,755.00	53,851.00	58,907.00	61,205.00	63,503.00	65,801.00	68,099.00	70,397.00
11	52,755.00	54,851.00	59,907.00	62,205.00	64,503.00	66,801.00	69,099.00	71,397.00
12	54,068.00	56,164.00	61,220.00	63,518.00	65,816.00	68,114.00	70,412.00	72,710.00
13	55,394.00	57,490.00	62,546.00	64,844.00	67,142.00	69,440.00	71,738.00	74,036.00
14	56,720.00	58,816.00	63,872.00	66,170.00	68,468.00	70,766.00	73,064.00	75,362.00
15	58,046.00	60,142.00	65,198.00	67,496.00	69,794.00	72,092.00	74,390.00	76,688.00
16	59,372.00	61,468.00	66,524.00	68,822.00	71,120.00	73,418.00	75,716.00	78,014.00
17	60,698.00	62,794.00	67,850.00	70,148.00	72,446.00	74,744.00	77,042.00	79,340.00
18	62,024.00	64,120.00	69,176.00	71,474.00	73,772.00	76,070.00	78,368.00	80,666.00

* Salary credit for the following Degrees shall take effect at the beginning of the school term following verification of the new status: MASTER'S DEGREE; MASTER'S DEGREE + 15; MASTER'S + 24; MASTER'S + 30; MASTER'S + 45; MASTER'S +60 and MASTER'S +75.

** At least eight of which are in the field in which the teacher is certified.

*** In-service course credits that are not college credits, and not in the area of teacher's certification, shall require approval of the Superintendent of Schools to be recognized for placement on the MASTER'S + 45, MASTER'S + 60 and MASTER'S +75 column(s).

**** Column Movement can only occur every two (2) years;

Master's Equivalence

Members of the bargaining unit who presently possess a Master's Equivalency and are presently afforded placement on the salary schedule in a Master's or a Master's + column will continue to enjoy that placement and the benefits thereafter. Present members of the professional staff who do not possess a Master's Equivalency may obtain same and be placed on the Master's column and enjoy the benefits thereafter.

Professional employees hired on or after September 1, 1993, in order to be afforded placement on the salary schedule in the Master's column, must obtain an earned Master's Degree from an officially accredited college or university recognized by the Department of Education or obtain same at a satellite center or other location established by the college or university.

SALARY SCHEDULE -- EXHIBIT "A-3" - 2023-2024

2023-
2024

**

Step	B	M	M+15	M+24	M+30	M+45	M+60	M+75
1	45,970.00	48,066.00	53,122.00	55,420.00	57,718.00	60,016.00	62,314.00	64,612.00
2	46,467.00	48,563.00	53,619.00	55,917.00	58,215.00	60,513.00	62,811.00	65,109.00
3	46,964.00	49,060.00	54,116.00	56,414.00	58,712.00	61,010.00	63,308.00	65,606.00
4	47,461.00	49,557.00	54,613.00	56,911.00	59,209.00	61,507.00	63,805.00	66,103.00
5	47,958.00	50,054.00	55,110.00	57,408.00	59,706.00	62,004.00	64,302.00	66,600.00
6	48,455.00	50,551.00	55,607.00	57,905.00	60,203.00	62,501.00	64,799.00	67,097.00
7	49,455.00	51,551.00	56,607.00	58,905.00	61,203.00	63,501.00	65,799.00	68,097.00
8	50,455.00	52,551.00	57,607.00	59,905.00	62,203.00	64,501.00	66,799.00	69,097.00
9	51,455.00	53,551.00	58,607.00	60,905.00	63,203.00	65,501.00	67,799.00	70,097.00
10	52,455.00	54,551.00	59,607.00	61,905.00	64,203.00	66,501.00	68,799.00	71,097.00
11	53,455.00	55,551.00	60,607.00	62,905.00	65,203.00	67,501.00	69,799.00	72,097.00
12	54,768.00	56,864.00	61,920.00	64,218.00	66,516.00	68,814.00	71,112.00	73,410.00
13	56,094.00	58,190.00	63,246.00	65,544.00	67,842.00	70,140.00	72,438.00	74,736.00
14	57,420.00	59,516.00	64,572.00	66,870.00	69,168.00	71,466.00	73,764.00	76,062.00
15	58,746.00	60,842.00	65,898.00	68,196.00	70,494.00	72,792.00	75,090.00	77,388.00
16	60,072.00	62,168.00	67,224.00	69,522.00	71,820.00	74,118.00	76,416.00	78,714.00
17	61,398.00	63,494.00	68,550.00	70,848.00	73,146.00	75,444.00	77,742.00	80,040.00
18	62,724.00	64,820.00	69,876.00	72,174.00	74,472.00	76,770.00	79,068.00	81,366.00

* Salary credit for the following Degrees shall take effect at the beginning of the school term following verification of the new status: MASTER'S DEGREE; MASTER'S DEGREE + 15; MASTER'S + 24; MASTER'S + 30; MASTER'S + 45; MASTER'S +60 and MASTER'S +75.

** At least eight of which are in the field in which the teacher is certified.

*** In-service course credits that are not college credits, and not in the area of teacher's certification, shall require approval of the Superintendent of Schools to be recognized for placement on the MASTER'S + 45, MASTER'S + 60 and MASTER'S +75 column(s).

**** Column Movement can only occur every two (2) years;

Master's Equivalence

Members of the bargaining unit who presently possess a Master's Equivalency and are presently afforded placement on the salary schedule in a Master's or a Master's + column will continue to enjoy that placement and the benefits thereafter. Present members of the professional staff who do not possess a Master's Equivalency may obtain same and be placed on the Master's column and enjoy the benefits thereafter.

Professional employees hired on or after September 1, 1993, in order to be afforded placement on the salary schedule in the Master's column, must obtain an earned Master's Degree from an officially accredited college or university recognized by the Department of Education or obtain same at a satellite center or other location established by the college or university.

SALARY SCHEDULE -- EXHIBIT "A-4" - 2024-2025

2024-2025	**							
Step	B	M	M+15	M+24	M+30	M+45	M+60	M+75
1	46,670.00	48,766.00	53,822.00	56,120.00	58,418.00	60,716.00	63,014.00	65,312.00
2	47,167.00	49,263.00	54,319.00	56,617.00	58,915.00	61,213.00	63,511.00	65,809.00
3	47,664.00	49,760.00	54,816.00	57,114.00	59,412.00	61,710.00	64,008.00	66,306.00
4	48,161.00	50,257.00	55,313.00	57,611.00	59,909.00	62,207.00	64,505.00	66,803.00
5	48,658.00	50,754.00	55,810.00	58,108.00	60,406.00	62,704.00	65,002.00	67,300.00
6	49,155.00	51,251.00	56,307.00	58,605.00	60,903.00	63,201.00	65,499.00	67,797.00
7	50,155.00	52,251.00	57,307.00	59,605.00	61,903.00	64,201.00	66,499.00	68,797.00
8	51,155.00	53,251.00	58,307.00	60,605.00	62,903.00	65,201.00	67,499.00	69,797.00
9	52,155.00	54,251.00	59,307.00	61,605.00	63,903.00	66,201.00	68,499.00	70,797.00
10	53,155.00	55,251.00	60,307.00	62,605.00	64,903.00	67,201.00	69,499.00	71,797.00
11	54,155.00	56,251.00	61,307.00	63,605.00	65,903.00	68,201.00	70,499.00	72,797.00
12	55,468.00	57,564.00	62,620.00	64,918.00	67,216.00	69,514.00	71,812.00	74,110.00
13	56,794.00	58,890.00	63,946.00	66,244.00	68,542.00	70,840.00	73,138.00	75,436.00
14	58,120.00	60,216.00	65,272.00	67,570.00	69,868.00	72,166.00	74,464.00	76,762.00
15	59,446.00	61,542.00	66,598.00	68,896.00	71,194.00	73,492.00	75,790.00	78,088.00
16	60,772.00	62,868.00	67,924.00	70,222.00	72,520.00	74,818.00	77,116.00	79,414.00
17	62,098.00	64,194.00	69,250.00	71,548.00	73,846.00	76,144.00	78,442.00	80,740.00
18	63,424.00	65,520.00	70,576.00	72,874.00	75,172.00	77,470.00	79,768.00	82,066.00

* Salary credit for the following Degrees shall take effect at the beginning of the school term following verification of the new status: MASTER'S DEGREE; MASTER'S DEGREE + 15; MASTER'S + 24; MASTER'S + 30; MASTER'S + 45; MASTER'S + 60 and MASTER'S + 75.

** At least eight of which are in the field in which the teacher is certified.

*** In-service course credits that are not college credits, and not in the area of teacher's certification, shall require approval of the Superintendent of Schools to be recognized for placement on the MASTER'S + 45, MASTER'S + 60 and MASTER'S + 75 column(s).

**** Column Movement can only occur every two (2) years beginning;

Master's Equivalence

Members of the bargaining unit who presently possess a Master's Equivalency and are presently afforded placement on the salary schedule in a Master's or a Master's + column will continue to enjoy that placement and the benefits thereafter. Present members of the professional staff who do not possess a Master's Equivalency may obtain same and be placed on the Master's column and enjoy the benefits thereafter.

Professional employees hired on or after September 1, 1993, in order to be afforded placement on the salary schedule in the Master's column, must obtain an earned Master's Degree from an officially accredited college or university recognized by the Department of Education or obtain same at a satellite center or other location established by the college or university.

EXHIBIT "B"
2020-2025
EXTRACURRICULAR
ACTIVITY

Extracurricular Activity	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Student Council					
(1 Advisor/Secondary)	2,913.66	2,913.66	2,913.66	2,913.66	2,913.66
(1 Advisor/Elementary East)	1,456.84	1,456.84	1,456.84	1,456.84	1,456.84
(1 Advisor/Elementary West)	1,456.84	1,456.84	1,456.84	1,456.84	1,456.84
Honor Society	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Future Business Leader	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
ESPORTS (Fall and Spring)	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Astronomy Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Art Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Yearbook	2,913.66	2,913.66	2,913.66	2,913.66	2,913.66
Forensics	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Drama	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Spring Play					
(3 Advisors/Secondary)	1,594.61	1,594.61	1,594.61	1,594.61	1,594.61
(3 Advisors/Elementary)	1,594.61	1,594.61	1,594.61	1,594.61	1,594.61
Band Director (Incl. Summer)	6,132.10	6,132.10	6,132.10	6,132.10	6,132.10
Band Director (Per Parade)	92.71	92.71	92.71	92.71	92.71
Aux. Units Director (Including Summer)	6,132.10	6,132.10	6,132.10	6,132.10	6,132.10
Aux. Units Director (Per parade)	92.71	92.71	92.71	92.71	92.71
Class Advisors					
Grade 9 (1 advisor)	1,456.84	1,456.84	1,456.84	1,456.84	1,456.84
Grade 10 (1 advisor)	1,456.84	1,456.84	1,456.84	1,456.84	1,456.84
Grade 11 (2 advisors)	1,589.29	1,589.29	1,589.29	1,589.29	1,589.29
Grade 12 (2 advisors)	1,589.29	1,589.29	1,589.29	1,589.29	1,589.29
Ski Club (2 advisors)	1,589.29	1,589.29	1,589.29	1,589.29	1,589.29

Guidance Newsletter	1,313.77	1,313.77	1,313.77	1,313.77	1,313.77
Science Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Scholastic Bowl Advisor	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Newspapers (Min. of 3 issues per year)	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
German Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Spanish Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Nurses' Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Future Teachers	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Library Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Rifle Club	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Class Advisors (Grades 7 & 8)	1,029.11	1,029.11	1,029.11	1,029.11	1,029.11
SADD	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Head Teacher	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
Cheerleading Advisor (Basketball)	1,695.21	1,695.21	1,695.21	1,695.21	1,695.21
Summer Instrumental Music (2 instructors)	39.22	39.22	39.22	39.22	39.22
<u>Extracurricular Activity</u>					
Athletic Director	8,478.73	8,478.73	8,478.73	8,478.73	8,478.73
Football Head Coach	8,478.73	8,478.73	8,478.73	8,478.73	8,478.73
Varsity Assistant	4,378.42	4,378.42	4,378.42	4,378.42	4,378.42
Varsity Assistant	4,378.42	4,378.42	4,378.42	4,378.42	4,378.42
Varsity Assistant	4,378.42	4,378.42	4,378.42	4,378.42	4,378.42
Varsity Assistant	4,378.42	4,378.42	4,378.42	4,378.42	4,378.42
Freshman Assistant	3,526.66	3,526.66	3,526.66	3,526.66	3,526.66
Boys' Basketball Head Coach	8,478.73	8,478.73	8,478.73	8,478.73	8,478.73
Boys' Basketball J-V Asst.	5,673.68	5,673.68	5,673.68	5,673.68	5,673.68
Boys' Basketball 9th Grade	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34

Girls' Basketball Head Coach	8,478.73	8,478.73	8,478.73	8,478.73	8,478.73
Girls' Basketball Assistant	5,673.68	5,673.68	5,673.68	5,673.68	5,673.68
Girls' Basketball Assistant	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Baseball Head Coach	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Baseball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Baseball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Baseball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Boys' Track and Field					
Head Coach	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Girls' Track and Field					
Head Coach	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Junior High Track & Field	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Cross Country	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Junior High Cross Country	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Girls' Softball Head Coach	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Girls' Softball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Girls' Softball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Girls' Softball Assistant	2,881.89	2,881.89	2,881.89	2,881.89	2,881.89
Weightlifting Program					
3 Instructors (each @)	2,023.67	2,023.67	2,023.67	2,023.67	2,023.67
Golf	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Women's Golf	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
Tennis	4,092.34	4,092.34	4,092.34	4,092.34	4,092.34
* Any additional programs	1,334.97	1,334.97	1,334.97	1,334.97	1,334.97
A. COACHES COMPENSATION FOR PLAYOFF ATHLETIC CONTESTS					
I. FOOTBALL					
PER GAME					
A. Head Coach	706.55	706.55	706.55	706.55	706.55
B. Varsity Assistant	364.87	364.87	364.87	364.87	364.87
C. Varsity Assistant	364.87	364.87	364.87	364.87	364.87
D. Varsity Assistant	364.87	364.87	364.87	364.87	364.87
E. Varsity Assistant	364.87	364.87	364.87	364.87	364.87

F. Freshman Assistant	281.70	281.70	281.70	281.70	281.70
G. Athletic Director	334.76	334.76	334.76	334.76	334.76
H. Cheerleader Advisor	322.76	322.76	322.76	322.76	322.76
I. Band Director	322.76	322.76	322.76	322.76	322.76
II. Basketball (BOYS' & GIRLS)					
PER WEEK					
A. Head Coaches	652.23	652.23	652.23	652.23	652.23
B. Assistant Coach	436.42	436.42	436.42	436.42	436.42
C. Freshman Assistant	314.77	314.77	314.77	314.77	314.77
D. Athletic Director	339.14	339.14	339.14	339.14	339.14
E. Cheerleader	130.41	130.41	130.41	130.41	130.41
III. GOLF					
PER MATCH	264.86	264.86	264.86	264.86	264.86
IV. TENNIS - (Beyond District II PIAA Level)	264.86	264.86	264.86	264.86	264.86
PER MATCH					
V. BOYS BASEBALL AND GIRLS SOFTBALL PER WEEK					
A. Head Coach	409.24	409.24	409.24	409.24	409.24
B. Assistant Coach	288.19	288.19	288.19	288.19	288.19
VI. BOYS & GIRLS TRACK (Beyond District II PIAA Level)					
PER WEEK					
A. Head Coach	409.24	409.24	409.24	409.24	409.24
B. Assistant Coach	288.19	288.19	288.19	288.19	288.19
PER WEEK					
A. Head Coach	409.24	409.24	409.24	409.24	409.24

Exhibit "C"

JOB DESCRIPTION

PUBLIC RELATIONS CHAIRPERSON (PART-TIME)

PRIMARY FUNCTION: To coordinate and disseminate information within the school system, to facilitate the flow of communications between the schools and the community through the available news media, and to complete varied assignments given by the Superintendent.

MAJOR RESPONSIBILITIES:

1. Public Relations: establish and maintain efficient channels of communication within the school system; coordinate the public relations activities of all personnel employed by the Board of School Directors; work cooperatively with outside groups and organizations that have constructive interest in public education;
2. Public Relations Chairperson will visit each school in the School District at least once per week. By working with the Administrators, Supervisors, Department Chairpersons (High School), and Faculty will generate newsworthy stories of happenings in the schools which would be of interest to the public.
3. It will be the responsibility of the Public Relations Chairperson to be able to receive input via an interview with a staff member to use the facts or highlights of that interview and generate a news article.
4. All matters released to the press from the Riverside School District will go through the Public Relations Chairperson. All press releases will be approved by the Building Principal and Superintendent of Schools after the final draft is prepared by the School-Community Relations Coordinator.
5. Any staff member wishing to meet with the Public Relations Chairperson for the development of a press release will fill out an available request form (which will be made available) and deposit the completed form in the mailbox of the School-Community Relations Coordinator. If it requires immediate attention the staff member can indicate this to the Building Principal.

Exhibit "D"

	Name	Address	Telephone Number	Designated Specialty
1.	Dr. Kenneth Sebastianelli	816 South Main Street Taylor PA 18517	562-3806	General Practice
2.	Dr. John Jurbala	300 North Main Street Scranton PA 18504	961-1995	Chiropractic
3.	Dr. J. Teig Port	231 Northern Boulevard Clarks Summit PA 18411	586-7870	Orthopedic
4.	Dr. Carmen A. Brutico	315 South Main Street Old Forge PA 18518	457-8364	General Practice
5.	Dr. Christopher Metzger	Medical Arts Building Scranton PA 18510	961-5808	Orthopedic
6.	Dr. Stanley Boland	503 South State Street Clarks Summit PA 18411	587-5186	Eye
7.	Dr. Peter Nallin	112 North Main Street Taylor PA 18517	562-2402	Chiropractic
8.	Dr. Eric Schmidt	690 Lavelle Court Moscow PA 18444	842-5131	Chiropractic
9.	Dr. Martin Penetar	231 Northern Boulevard Clarks Summit PA 18411	587-4113	General Practice
10.	Dr. Oscar T. Piczon and Dr. Ferdinand J. Manahan	Forum Plaza 239 Penn Avenue Scranton PA 18503	346-6170	General Practice
11.	Dr. Phillip Boccagnio	632 Prospect Avenue Scranton PA 18505	348-6144	General Practice
12.	Dr. John Diakiw	748 Quincy Avenue Scranton PA 18510	347-9600 Internist	General Practice
13.	Dr. Steven Young	W. Linden Street Wilkes-Barre PA 18702	823-8896	General Practice
14.	Dr. Robert Kaville	928 South Main Avenue Scranton PA 18504	348-2280	General Practice
15.	Dr. Christopher Woodley	407 North State Street Clarks Green PA 18411	586-1134	General Practice
16.	Dr. Michael Tedesco	Community Medical Care 743 Jefferson Avenue Scranton PA 18509	341-9818	General Practice

Exhibit "D" (Continued)

17.	Dr. Paul Menzel	201 Franklin Avenue Scranton PA 18503	961-2105	Cardio-Vascular
18.	Dr. Enrico Serine	100 Dunmore Street Dunmore PA 18512	383-1155	Internal Medicine
19.	Dr. Lous DeGennaro	Medical Arts Building Scranton PA 18510	961-1520	Otolaryngology
20.	Dr. Ira Krafchin	241 Northern Boulevard Clarks Summit PA 18411	586-5000 1-800-479-2820	Plastic Surgery
21.	Dr. James Mackrell Dr. DelSerra (Joseph)	401 Adams Avenue Scranton PA 18503	342-0030	General Surgery
22.	Dr. P. Skripatki Holla	Bank Towers Building Scranton PA 18503	348-1711	Neurological Surgery
23.	Dr. Hugo Mori	225 Penn Avenue Scranton PA 18503	342-7864	Urology
24.	Dr. Joseph Shovlin	Northeastern Eye Institute 200 Mifflin Avenue Scranton PA 18503	342-31450	Ophthalmology
25.	Geisinger Medical Group	Geisinger-W.B. East Mountain Boulevard Wilkes-Barre PA 18705	348-1120	Gynecological
26.	Dr. Henry Yeager	746 Jefferson Avenue Scranton PA 18510	347-8391	General Practice
27.	Dr. Louis Adamo	1789 North Keyser Avenue Scranton PA 18510	969-1904	General Practice
28.	Dr. Joseph Cesare	Medical Arts Building Scranton PA 18510	961-5808	Orthopedic
29.	Dr. Eugene Harrasym	Main Street Taylor PA 18517	562-0421	General Practice
30.	Dr. Andrew Stuka	1701 Wyoming Avenue Exeter PA 18643	655-2959	General Practice
31.	Dr. Thomas J. Allargyce	150 Mundy Street Wilkes-Barre PA 18702	824-2225	Orthopedic
32.	Dr. Thomas Byron	220 South River Street Plains PA 18705	826-1555	Orthopedic
33.	Dr. Lewis Druffner	824 McAlpine Street Avoca PA 18641	457-2191	General Practice
34.	Dr. Robert Gavin	746 Jefferson Avenue Scranton PA 18510	961-3823	Orthopedic

Exhibit "D" (Continued)

35.	Dr. Joseph Gnall	203 Davis Street Taylor PA 18517	562-0443	Chiropractic
36.	Dr. Alan Gillick Dr. Harry Schmaltz	Abington Medical Clarks Summit PA 18411	586-8685	Orthopedic
37.	Dr. Thomas L. Minora	2232 Pittston Avenue Scranton PA 18505	969-2822	Internal
38.	Dr. Lauren Argenio	901 Wyoming Avenue West Pittston PA 18643	655-4505	General Practice
39.	Dr. Samuel L. Alfano	Geisinger Health Systems GMG Moosic 4004 Birney Avenue Moosic PA 18507	344-4711	General Practice
40.	Cognetti & Conaboy	802 Jefferson Avenue Scranton PA 18510	346-6657	General Practice
41.	Dr. Armando Sallavanti	Pear Tree Plaza Old Forge PA 18518	457-8364	General Practice

LETTER OF UNDERSTANDING

The Riverside Board of School Directors (District) and the Riverside Education Association (Association) hereby declare and state their mutual **Understanding and Agreement** on the meaning and intent of the first paragraph of the section titled "**Master's Equivalence**" as set forth and contained in each **Salary Schedule Exhibit** of the 2020-2025 Collective Bargaining Agreement. The Parties further agree that terms of the said **Understanding and Agreement** shall continue to operate, as hereto agreed, in all successor Collective Bargaining Agreements, unless modified in writing by the parties.

The language of **Master's Equivalence** requiring interpretation is fully contained in the first paragraph of that section of the Salary Schedule Exhibits so titled. More specifically the parties hereby attach an expanded definition to the term "Present members of the professional staff" as that term is used in **Master's Equivalence**. The parties agree that the term "Present members of the professional staff" operates to include any bargaining unit member whose employment with the District had been terminated prior to September 1, 1993, voluntarily or involuntarily, and who are subsequently reemployed. For the purposes of this section, all such bargaining unit members not actively employed by the District on September 1, 1993, and who are reemployed after September 1, 1993, are entitled to the benefits and entitlements set forth in **Master's Equivalence** just as though and as if they were in continuous active employment throughout.

Intending to be legally bound by the terms and conditions hereinabove described, the duly designated and authorized representatives of the Riverside Board of School Directors and the Riverside Education Association affix hand and seal this _____ day of January, 2022.

RIVERSIDE SCHOOL DISTRICT

RIVERSIDE EDUCATION
ASSOCIATION, PSEA/NEA