

**PROFESSIONAL EMPLOYEE  
COLLECTIVE BARGAINING AGREEMENT**

**Between the**

**LAUREL HIGHLANDS EDUCATION ASSOCIATION**

**and the**

**LAUREL HIGHLANDS SCHOOL DISTRICT**

**August 25, 2008 to September 1, 2011**

Article IX	Department Chairperson.....	10
	A. Eligibility .....	10
	B. Term.....	11
	C. Compensation .....	11
	D. Duties.....	11
Article X	Teaching Conditions.....	12
	A. Teaching Supplies.....	12
	B. Furnishings .....	12
	C. Unsafe and Hazardous Conditions.....	12
	D. Transporting Pupils.....	12
	E. Travel for School Business.....	13
	F. Reimbursement for Travel Expenses.....	13
	G. Faculty Room.....	13
Article XI	Professional Compensation .....	13
	A. Salary Schedule .....	13
	B. Employee Pay Schedule .....	13
	C. Longevity and Supplementary Payment.....	14
	D. Retirement Pay.....	14
	E. Master's Equivalency .....	14
	F. Special Education Teachers.....	14
	G. Homebound, Driving Teachers, and Teachers on Special Assignments .....	14
	H. Year of Service .....	15
Article XII	Transfers – Vacancies.....	15
	A. Vacancies – New Positions.....	15
	B. Involuntary Transfer .....	17
	C. Miscellaneous .....	17
Article XIII	Employee Evaluations .....	17
	A. General Criteria .....	17
	B. Review of Personnel File.....	19
	C. Teacher Evaluation .....	20
	D. Committee to Review Evaluation Procedures .....	20
Article XIV	Teacher-Administration Liaison.....	20

Article XX	Teaching Hours and Work Load.....	29
	A. Teaching Load .....	29
	B. Changing Stations.....	32
	C. Lunch Periods .....	32
	D. Collection of Monies .....	32
	E. Class Size.....	32
Article XXI	Savings Clause.....	33
Article XXII	Non-Teaching Duties.....	33
	A. Procedure for Assigning Homeroom Duties.....	33
Article XXIII	Professional Qualifications & Assignments .....	33
	A. Notification of Teaching Schedule .....	33
	B. Job Openings .....	34
Article XXIV	Maintenance of Membership .....	34
Article XXV	Association Dues .....	35
	A. Deduction of Dues From Salary .....	35
	B. Indemnify and Hold Harmless.....	35
	C. List Supplied to Board .....	35
	D. Authorization Card .....	36
Article XXVI	Job Security... ..	37
	A. Furloughs .....	37
	B. Furloughs Pursuant to Section 1124 (1) .....	37
	C. Furloughs Pursuant to Section 1124 (2) and (3).....	38
	D. Definitions .....	38
	E. Miscellaneous .....	38
Article XXVII	Seniority.....	39
Article XXVIII	Long Term Substitutes.....	40
Article XXIX	Miscellaneous Provisions .....	41
	A. Separability .....	41
	B. Compliance Clause .....	41
	C. Printing Agreement.....	41

This agreement entered into this 11th day of March, 2009, by and between the **Board of School Directors of the Laurel Highlands School District**, County of Fayette, Pennsylvania (hereinafter called the "Board") and the **Laurel Highlands Education Association** (hereinafter called "LHEA").

**Witnesseth:**

Whereas, the board and LHEA have bargained in good faith under the provisions of the Pennsylvania Public Employees Law, Act No. 195 of 1970 (hereinafter called the "Act") with respect to the terms and conditions of employment and have reached certain understandings, it is hereby agreed as follows:

**ARTICLE I**  
**RECOGNITION**

The Laurel Highlands Education Association is hereby recognized as the exclusive bargaining agent for those employees in the collective bargaining unit determined and certified by the Pennsylvania Labor Relations Board as appropriate for collective bargaining at Case No. PERA-605-w.

**MISCELLANEOUS**

The pronoun "she/her" as used herein applies to the masculine "he/his", the pronoun "he/his" as used herein applies to the feminine "she/her".

**ARTICLE II**  
**TERM OF AGREEMENT**

The terms of this agreement for all articles shall begin on August 25, 2008, and continue in full force and effect until midnight prior to the first work day of the 2011-2012 school year or September 1, 2011, whichever occurs first, and then shall thereafter automatically renew for one (1) year unless either party gives a written notice to the other at least sixty (60) days prior to any expiration time of intention to modify or terminate this Agreement. However, such notice shall be given at least one hundred fifty (150) days prior to the Board's budget submission date so long as the current provisions of Section 801 of Act 195 of 1970 remain in force.

(j) **"DISCRIMINATION"**: Discrimination as used herein means the exercise of prejudice against an individual(s) for which there is no other reasonable justification.

(k) **"LONG TERM SUBSTITUTES"**: Long Term Substitutes shall be defined as substitutes who are scheduled to work or work sixty (60) or more consecutive work days in the same position within the District.

#### **ARTICLE IV** **COMPLAINT PROCEDURE**

A. Any complaints regarding an employee made to any member of the administration by any parent, student, or other person which does or may influence evaluation of a teacher shall be processed according to the procedure outlined below:

B. The principal or immediate supervisor shall meet with the employee to apprise the teacher of the full nature of the complaint, and they shall attempt to resolve the matter informally.

C. The employee shall have the right to be represented by LHEA at the meetings or conferences regarding such complaint.

D. **Procedure – Step 1** – In the event a complaint is unresolved to the satisfaction of all parties, the employee may request a conference with the complainant to attempt to resolve the complaint. If the complaint is unresolved as a result of such conference or if no mutually acceptable conference can be agreed upon, the complaint shall move to Step 2.

**Step 2** – Any complaint unresolved under Step 1, at the request of the employee or the complainant, shall be reviewed by the building principal or counterpart supervisor in an attempt to resolve the matter to the satisfaction of all parties concerned.

**Step 3** – Any complaint unresolved at Step 2 may be submitted in writing by the complainant or the employee to the building principal or counterpart supervisor who shall forthwith forward a copy to the Superintendent or his/her designee and the complainant.

**Step 4** – Upon receipt of the written complaint, the Superintendent or his/her designee shall confer with all parties. The employee shall have the right to be present at all meetings of the Superintendent or his/her designee and the complainant.

**Step 5** – If the Superintendent or his/her designee is unable to resolve a complaint to the satisfaction of all parties concerned, at the request of the complainant or the employee, he shall forward the results of his/her investigation along with his/her recommendation, in writing, to the Board and a copy to all parties concerned.

conference at LEVEL II, he may, within ten (10) days, file the grievance with the School Board. The Board shall have fifteen (15) days in which to render a decision, record its answer on the proper form, and return it to the employee(s) within five (5) days of reaching said decision. A conference with the grievant at this level is at the option of either party involved.

**LEVEL IV (ARBITRATION)** – If a grievance involves a dispute concerning the interpretation of the terms of this Agreement, the LHEA or the Board may appeal the grievance to binding arbitration if the grievance is not resolved in LEVEL III of the Grievance Procedure. If the parties involved cannot agree upon the selection of an arbitrator, they shall apply to the Bureau of Mediation for a list of competent arbitrators. The parties shall be bound by the rules and regulations of the Bureau of Mediation as they relate to selection of an arbitrator and arbitration proceedings.

The arbitrator shall only have the authority to interpret the terms of this Agreement and shall have no power to add to, subtract, modify, or in any manner alter the terms of this Agreement. The arbitrator shall be without power or authority to make any decision which requires any part to act in violation of the law or which is contrary to or beyond the terms of this Agreement. The costs of arbitration shall be shared equally by the parties.

**C. MISCELLANEOUS:**

1. The LHEA shall have the right to file a group grievance in the second level of the Grievance Procedure if it believes it has a dispute which involves a substantial number of teachers or raises an issue which has general applicability to the bargaining unit as a whole.

If, upon reviewing the group grievance, the Superintendent believes the issue can be resolved at a lower level, the grievance may be remanded to Step 1.

2. A grievant shall have the right to have a representative of LHEA with him/her at all levels of the Grievance Procedure.

3. It is the desire of the parties that the time limits for the processing of grievances are mandatory unless extended by mutual agreement.

4. The number of days provided in the Article for the processing of the grievances through the various levels shall be defined as days that school is in session during the school year and week days during the summer vacation. Provided that the parties mutually agree, grievances may be placed in abeyance.

5. Any grievance that has been resolved to the mutual satisfaction of both the grievant and the District representative to any Step of the Grievance Procedure shall be final.



**E. CRITICISM**

Any question or criticism initiated by a supervisor, administrator, or board member of a teacher and his/her instructional methodology shall be made in confidence and not in the presence of students, parents or in public gatherings.

Any question or criticism initiated by a member of the bargaining unit of an administrator or supervisor shall be made in confidence and not in the presence of students, parents or in public gatherings.

Any questions or criticism initiated by a member of the bargaining unit of a board member shall not be in the presence of students.

**F. STATUTORY SAVINGS CLAUSE**

Nothing contained herein shall be construed to deny or restrict any professional employee such rights as he/she may have under the Public School Code of 1949 as amended, or the Public Employee Relations Act, Act 195 of 1970, or other applicable laws and regulations. The rights granted to professional employees hereunder shall be deemed to be in addition to those provided elsewhere in this collective bargaining Agreement.

**ARTICLE VII**  
**ASSOCIATION RIGHTS AND PRIVILEGES**

**A. INFORMATION**

The Board agrees to furnish to LHEA, in response to reasonable requests, copies of all information, concerning the Board which is otherwise publicly available or a matter of public record. In addition, the Board will make available to LHEA other materials legally required to be provided to LHEA as part of LHEA's function as collective bargaining agent.

**B. RELEASED TIME FOR MEETINGS**

Whenever any representative of LHEA or any professional employee is requested by the Board or is mutually requested by the parties to participate during working hours in negotiations, grievance proceedings, conferences, or meetings, he shall suffer no loss in pay. This provision shall not be construed, however, to require the Board at any time to meet for such purposes during normal working hours.

**C. USE OF SCHOOL BUILDINGS**

If LHEA desires to use school buildings for meetings of LHEA, it may do so free of charge upon reasonable request to the Superintendent in accordance with existing Board policy.

**D. BULLETIN BOARDS**

LHEA may have the use of a bulletin board in each existing faculty lounge.

**K. ASSOCIATION DAYS**

A maximum of fifteen (15) days total paid leave shall be granted to the LHEA for the purpose of sending its delegates to workshops, clinics, conventions or seminars. The District shall be notified at the earliest possible time prior to the taking of said leave of the person or persons attending the above functions so that adequate arrangements for substitutes may be made. Substitutes shall be used for members who are absent, and the total cost of all substitutes used in connection with the Association Days shall be paid for exclusively by the Association.

**ARTICLE VIII**  
**EXTRA-CURRICULAR ACTIVITIES**

The Board and the Association agree that the extra-curricular activities contained herein are beneficial to the student and the school program.

**A. POSITIONS**

1. Assignment to extra-curricular activity positions shall be on a voluntary basis.

2. All employees hired by Board resolution shall be rendered an extra-curricular contract. The length of the extra-curricular contract will be determined by the Board as follows:

(a) All extra-curricular employees shall be hired for a period no greater in length than three (3) school years.

(b) Contracts of employees will not be terminated nor will positions be deleted without just cause. It is understood that economic reasons constitute just cause for deletion of a position and/or program.

3. When new head coaches are to be employed to begin their active service in the school year following the appointment, the hiring of said coaches shall take place within ninety (90) calendar days following the last game of the season, or the coaching position will automatically renew for one (1) year. All assistant coaches shall be hired at least sixty (60) calendar days prior to the beginning of the practice sessions of the particular sport in which the assistant coach will serve. The head coach shall be extended the opportunity to make recommendations in the hiring of assistant coaches. These recommendations shall be submitted in writing to the Laurel Highlands School Board Athletic Committee at least ninety (90) days prior to the beginning of the practice sessions for the respective sports.

Assistant coaches' positions will be posted as such and assigned to various capacities (i.e., 7<sup>th</sup> and 8<sup>th</sup> Grade Football Coach) by the Head Varsity Coach.

4. Establish April 30 as the date to hire Athletic Director, Equipment Manager, and Assistant Athletic/Equipment Manager, or the positions will automatically be renewed for one (1) year.



**B. TERM**

Persons elected will serve for a term of two (2) years.

**C. COMPENSATION**

The Board agrees that their daily schedules be free of a homeroom assignment, and that the District shall provide them with release time to carry out their functions. The compensation of all department heads shall be twelve hundred dollars (\$1200) per year.

**D. DUTIES**

1. Will submit all recommendations for quality supplies, equipment, textbooks, and other teaching aids for their department.

2. Will provide the Administration with an up-to-date inventory of the department's resources.

3. Will justify recommendations.

4. Will assist in the distribution of materials.

5. Will work with committees in the continuous evaluation and revision of courses of study.

6. Will assist in the orientation of new staff members.

7. Will attend awards ceremony.

8. Will attend interviews for new professional staff, including those conducted during the summer recess (if department chairperson is unavailable, the chairperson will arrange for a designee from the chairperson's department to attend the interview).

The assigning of classes and/or non-teaching duties to department heads shall have no impact on staff reductions.

**Department Heads include the following:**

- A. English
- B. Social Studies
- C. Science
- D. Math/Computer Science
- E. Business
- F. Technology Education
- G. Foreign Language
- H. Driver's Education and Physical Education
- I. Family & Consumer Science
- J. Music & Art
- K. Special Education

Code pertaining to reimbursement of similar expenses for School Board Directors are amended, any increase in said rate will be provided under this provision.

**E. TRAVEL FOR SCHOOL BUSINESS**

In the event that a request is made by an employee and permission is granted by the Administration to drive students to activities which take place away from the employee's respective school building, the teacher shall be reimbursed at the current IRS rate per mile.

**F. REIMBURSEMENT FOR TRAVEL EXPENSES**

Claims for reimbursement for authorized travel expenses shall be made monthly on forms provided by the Administration, and payment of such reimbursement shall be made during the following month.

**G. FACULTY ROOM**

Where space is available and consistent with the demands for classroom space, the Board shall endeavor to make available in each building at least one (1) room for faculty conferences, work and planning.

**ARTICLE XI**  
**PROFESSIONAL COMPENSATION**

**A. SALARY SCHEDULE**

The salary schedules which are reflected in Schedule A (2008-2009 school year), Schedule B (2009-2010 school year), and Schedule C (2010-2011 school year) shall replace any prior salary schedules negotiated and shall be the exclusive determinant of annual salary for the school years as indicated.

**B. EMPLOYEE PAY SCHEDULE**

The annual salaries set forth in this Agreement shall be paid to employees in twenty-six (26) equal, bi-weekly installments on Fridays, subject to the following alternatives:

A member of the bargaining unit shall be permitted to receive his/her remaining compensation (June, July, August) for the following reasons:

1. Extended travel
2. Major purchase
3. Schooling
4. Personal or family medical expenses
5. Other justifiable reasons

Such payment shall be included in the pay immediately following the close of classes for the school year.

2008-2009	-	\$19.75/hour
2009-2010	-	\$20.00/hour
2010-2011	-	\$20.25/hour

2. Employees teaching homebound instruction bus monitors (See Article XX, Section A.11 for bus monitors) and teachers on special assignment will be compensated at the following rates:

2008-2009	-	\$19.75/hour
2009-2010	-	\$20.00/hour
2010-2011	-	\$20.25/hour

#### **H. YEAR OF SERVICE**

A year of service shall be defined as ninety-two (92) or more working days in a vacant full-time professional employee position during one (1) school year in the Laurel Highlands School District or its predecessor. Commencing with the 2009-2010 school year, a year of service shall be defined as ninety-three (93) or more working days in a vacant full-time professional employee position during one (1) school year in the Laurel Highlands School District or its predecessor.

### **ARTICLE XII** **TRANSFERS – VACANCIES**

Notwithstanding any other provision in this Agreement, this Article shall be the exclusive basis for transferring professional employees.

#### **A. VACANCIES – NEW POSITIONS**

1. (a) A "vacancy" as the term is used in this Article, shall mean an opening in a bargaining unit position created as a result of: (a) resignation, death in service or promotion of a professional employee; or (b) creation by the Board of a new professional employee position; or (c) transfer of a professional employee to a different position.

(b) However, this term shall not include teacher openings which are created as a result of school closings, or teacher openings which occur as a result of a shift in student population of a single school that does not increase the number of teachers teaching in that school. In such cases, the requirements of subparagraphs A 2 and A 3 shall not apply.

(c) Any displaced teachers shall be given preference for any new positions created as the result of a closing of a school according to seniority except in situations covered by the next subparagraph (d).

(d) In the event of openings in a single school which results from a shift of student population, the least senior teacher in the affected subject or grade level will be displaced and will be given preference in any resulting openings in the school.

## **B. INVOLUNTARY TRANSFER**

1. Involuntary transfer is defined as the change of a teacher's school or primary class subject without his/her consent, but shall not include the transfer of a teacher due to a closing of a school.

2. (a) All involuntary transfers shall be based upon professional experience, certification, qualifications, evaluations, interviews, best interests of the School District, and other relevant factors. If all of the above factors are considered to be equal, involuntary transfers shall be made by the Administration and Board according to the least seniority.

(b) However, the Board in its discretion in the best interests of the District may involuntarily transfer any teacher in order to avoid furloughing a teacher with greater seniority. This subparagraph is not intended to require the Board to "checkerboard" in furloughing teachers.

## **C. MISCELLANEOUS**

1. When a vacancy occurs during the school year, placement of the transferred or newly-hired employee may be postponed by the Laurel Highlands School District Administration (the "Administration") until the beginning of the next school year.

2. A Bargaining Unit Member hired to fill a permanent vacancy as a special education teacher is prohibited from transferring to a position out of special education for a period of two (2) consecutive calendar years immediately following the Member's effective start date in the permanent special education position. This restriction applies to any special education teacher hired for a permanent special education position having an effective start date that is on or after the date both parties have ratified this Collective Bargaining Agreement. (3-11-09 Ratification Date)

## **ARTICLE XIII** **EMPLOYEE EVALUATION**

### **A. GENERAL CRITERIA**

#### **1. Purpose**

Ratings of temporary professional and professional employees shall embrace the philosophy, principles and procedures set forth in the "Laurel Highlands School District Plan for Alternative Rating System for Temporary Professional and Professional Employees" as approved by the Pennsylvania Department of Education and as jointly approved by the Board of School Directors and Laurel Highlands Education Association.

#### **2. Procedure**

Therefore, the parties hereto agree that within one (1) month after the beginning of each school term, the building principal or immediate supervisor shall:

8. Evaluation Results in Conference

Ratings shall be discussed with the employee within five (5) work days after the final evaluation preceding the rating. The discussion may take place before or after the rating is approved by the Superintendent. The five (5) day limitation may be extended because of emergency or extenuating circumstances. Any observed weaknesses identified during the evaluation shall be brought to the attention of the employee. For those areas identified as weak or in need of improvement, the administrator and the employee shall work jointly on techniques intended to improve performance. If the immediate supervisor believes that after evaluations, there is anything discovered that could negatively affect the employee's continued service with the District, this shall be brought to the attention of the employee prior to any conference being held. At such time that the employee is so informed about a potential negative effect on their continued service, either before or during the conference, they shall have a right to have an association representative present at the conference.

9. Demonstration

Upon the request of the employee, the evaluator shall demonstrate or provide a demonstration or opportunity to observe proper techniques and methodologies in another classroom within the District. The evaluator shall determine which of the above stated demonstrations would be used.

10. Re-Evaluation

Upon request of the employee, the evaluator will then revisit the teacher after a reasonable time and within the semester, to observe and re-evaluate the application of these techniques. The evaluator shall at that time conduct a re-evaluation.

11. Personnel File

No employee shall be required to sign a blank or incomplete evaluation form. No evaluation report form or rating form or anything relating thereto shall be placed in the employee's personnel file unless he/she has had an opportunity to first have reviewed said material, affixed his/her signature and attached his/her comments thereto.

The employee's signature is to merely indicate that he/she has examined the report and does not indicate approval or disapproval of its contents.

**B. REVIEW OF PERSONNEL FILE**

1. At the request of an employee, he/she will be permitted to review any written evaluations placed in his/her personnel folder to verify compliance with Section A of this Article. An employee shall be entitled to review any other confidential material in his/her personnel file.

2. No report derogatory to an employee's conduct, service, character or personality shall be placed in the employee's personnel file unless such information is directly related to the employee's ability to teach or perform his/her assigned duties and responsibilities effectively. He/she shall affix his/her signature to all such documents. Such signature shall only constitute acknowledgement that he/she has read and reviewed all such documents. No documents or

be credited with one (1) day of sick leave for each month in which they will work. Sick leave days shall be cumulative without restriction.

(a) Definition and Use

In any school year whenever a teacher is prevented by illness or accidental injury from following his/her occupation, the School District shall pay to said employee for each day of absence the full salary and fringe benefits to which the employee may be entitled as if said employee were actually engaged in the performance of duty for a period of eleven (11) days. Any such unused leave shall be cumulative from year to year in the School District of current employment without limitation. All or any part of such accumulated unused leave may be taken with full pay in any one (1) or more school years.

The Board retains the option of requiring a doctor's certification that the absent teacher was unable to work and stating the specific dates when an employee is absent for three (3) or more consecutive sick leave days and may require a doctor's certification that the absent employee was unable to work for any use of sick days for individuals whom the Superintendent would suspect has flagrantly abused the sick leave privilege after prior notification to LHEA.

No employee's salary shall be paid under this provision if absence is due to accidental injury incurred while the employee is engaged in remunerative work unrelated to his/her school duties.

(b) Accumulation

Any teacher who voluntarily terminates his/her employment or retires during the duration of this contract for each accumulated unused day of sick leave shall be compensated eighteen dollars (\$18) per day, unless the employee meets the qualifications as outlined in Article XXXII.

In the event of death, the payment shall be paid to his/her beneficiary as designated on his/her state retirement. If any employee voluntarily leaves the School District to work in another School District, payment shall be made only for those unused days of sick leave in excess of twenty-five (25) days. Any employee coming into the District with accumulative sick days shall not be compensated for such days at retirement, death or voluntarily leaving the District. Only those days accumulated while employed in the District will be compensated.

(c) Notification of Accumulation of Sick Leave

Teachers shall be given a written accounting of accumulated sick leave days no later than September 1 of each school year.

2. Death Leave

Bereavement leave will not apply to the summer months. However, should a death occur within five (5) calendar days prior to the first work day of the school year, the bereavement language will apply.



request. A District wide Friday limit of ten percent (10%) shall be developed from this log, and final approval will be granted by the Superintendent or his/her designee. The approval or disapproval shall be faxed back to each building and the faculty member shall be notified. Approval of Friday personal day requests shall be on a first received, first recorded basis.

Should an emergency occur, a faculty member may request a personal day for a Friday even if the ten percent (10%) maximum is reached. The Superintendent may grant such a request at his discretion.

All requests for personal leave must be made on a form appearing on page 58 of this Agreement by 12:00 noon on the workday preceding the day or days the person will be absent. Employees are responsible to notify principals of their intent to utilize a personal day(s). Exceptions to the minimum hourly notice may be made in cases of an emergency. No requests for that school year for personal leave can be made before the first work day, except in cases of an emergency.

All personal days must be taken for a minimum of a full day. Personal days unused in a given school year will be added to an employee's unused sick leave.

4. Sabbatical Leave

(a) Subject to the provisions of Section 1166-1171 inclusive, of the Public School Code of 1949, as amended, any employee employed in the public school system of Pennsylvania, who has completed ten (10) years of satisfactory service as a professional employee or member of the supervisory, instructional, or administrative staff shall be entitled to a leave of absence for professional development (Section 1166.1) or restoration of health, or at the discretion of the Board, for other legitimate purposes. At least five (5) consecutive years of such service shall have been in the Laurel Highlands School District unless the Board in its discretion permits a shorter length of time.

(b) The employee on sabbatical leave of absence shall receive one-half (1/2) of his or her regular salary during the period of leave.

(c) Following the first full year of leave of absence, one (1) sabbatical leave of absence thereafter shall be allowed after each seven (7) years of service in the District.

5. Military Leave

The Board shall grant military leave as required by law.

6. Jury Duty Leave

A professional employee called for jury duty shall be compensated the difference between his or her regular teaching pay and the pay received for the performance of the jury duty obligation.

c. An employee will return to work when a physician certifies that he/she is physically and emotionally capable of returning to active employment without any negative effect on the employee's physical or emotional well being.

d. It is understood that the employee shall, upon certification by the physician that they are no longer temporarily disabled, and therefore no longer eligible to collect any types of benefits related thereto, return to work within thirty (30) work days after said certification or make application to the Superintendent for a child rearing leave.

e. No later than thirty (30) days after the disability leave/child bearing leave begins, the employee's physician shall verify every thirty (30) day period the physical status of the employee and must inform the employer immediately when clearance has been provided so that the employee can return to active duty. Upon returning to work from a temporary disability leave, the employee shall be assigned to the same position held at the time the leave commenced. If said position does not exist, the employee will be assigned to a substantially equivalent position.

f. During temporary disability leave, the employee shall accrue seniority, and provided that the employee works ninety-two (92) days or uses a minimum of ninety-two (92) paid leave days, the employee shall be granted a one (1) year credit for salary purposes.

g. The employee shall be permitted to use any and all sick leave days during a temporary disability.

h. The employee shall be permitted to maintain fringe benefits during the temporary disability by remitting the cost of such benefits to the Business Manager. However, individuals utilizing sick leave days while on temporary disability shall continue to have fringe benefits paid by the employer.

### 3. Parental Leave

a. Child Care Leave – Employees shall be provided with an unpaid child care leave of up to one (1) year or such additional time as might be necessary to return to active service at the beginning of the following semester. Where a child's physical well being could be potentially hindered, as verified by a licensed physician, an employee will be granted an extension of six (6) months child care leave by the Board.

b. Employees intending to take a child care leave must notify the Superintendent at least thirty (30) days prior to the intended starting date of said leave. The Superintendent must receive a letter of intent to return to active employment at least thirty (30) days prior to the semester in which the employee intends to return to active service.

c. An employee can return to active employment only at the beginning of each semester. Should an emergency arise resulting in an employee's need to return to work before the beginning of a semester, the employee shall state the emergency needs in writing to the Superintendent for his/her consideration. The Superintendent, as he/she deems appropriate, may accept or reject the employee's request.

1. Payment of Incurred Expenses

To pay the full cost of tuition and other reasonable expenses incurred in connection with any courses, workshops, seminars, conferences, in-service training sessions, or other such sessions which a teacher is required and/or requested by the Administration to take.

2. Upon request the Board may permit teachers attendance at seminars, conferences, courses, workshops, and so forth related to their teaching assignments. The Board will agree to pay any reasonable costs associated with approved requests (including fees, meals, lodging, mileage and transportation).

3. In-Service Workshops, Conferences, Programs

The Board agrees to cooperate with the Association in arranging in-service courses, workshops, conferences and programs designed to improve the quality of instruction. In-service programs shall be conducted during the in-school teacher workday if teacher attendance is required. In-service credit for teachers who are asked to and volunteer for work on curriculum shall be applied for through the Intermediate Unit and State Department of Education.

4. The Board will provide adequate books, equipment and other educational resource materials for use by the professional staff for professional development and educational improvement. The Board will determine the amounts of such materials to be provided which will be within reasonable limits. The Board shall provide adequate space for housing such materials.

C. DEVELOPMENT OF INDIVIDUAL EDUCATIONAL PROGRAMS

Teachers required to participate in the development of individual educational programs as mandated in accordance with Public Law 94-142 shall be provided with reasonable released time necessary for the completion of such programs.

ARTICLE XVII  
PROTECTION OF TEACHERS AND PROPERTY

A. REASONABLE FORCE

A teacher may use reasonable force as is necessary to protect himself/herself from attack, to protect another person or property, to quell a disturbance threatening physical injury to others, or to obtain possession of weapons or other dangerous objects upon the person or within control of a pupil.

B. ACTION BY BOARD OR BEFORE THE SECRETARY OF EDUCATION

Whenever an action is brought against a teacher by the Board or before the Secretary of Education of the Commonwealth of Pennsylvania which may affect his/her employment or salary status, the Board of School Directors shall reimburse him/her for the cost of his/her defense if the action is dismissed or results in a final decision in favor of the teacher.

**F. REIMBURSEMENT FOR MEDICAL, SURGICAL, HOSPITAL SERVICES**

The Board shall reimburse a teacher for the cost of medical, surgical or hospital services (less the amount of any insurance reimbursement) incurred as the result of any injury sustained in the course of his/her employment as the result of an assault by any student or parent.

**ARTICLE XVIII**  
**MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE**

**A. DEFINITIONS OF RESPONSIBILITIES**

The Board shall implement and support the Discipline and Attendance Policies now existing and any revisions or changes made by the duly appointed Discipline Code Committee. A sufficient number of printed copies of the code shall be made available in each school building for review by school personnel and student as the need may arise at any time during the school year. Also, the secondary building principals shall provide an orientation program for the students and faculty within fifteen (15) work days after the beginning of the school term pertaining to discipline and attendance policies.

**ARTICLE XIX**  
**INSURANCE BENEFITS**

The Board shall provide, during the term of this Agreement, the insurance benefits which are as given in Schedule D attached hereto.

**ARTICLE XX**  
**TEACHING HOURS AND WORK LOAD**

**A. TEACHING LOAD**

1. For the 2008-2009 school year, the standard work day shall be seven (7) hours and fifteen (15) minutes, and the standard work week shall be thirty-six (36) hours and fifteen (15) minutes. Commencing with the 2009-2010 school year, the standard work day shall be seven (7) hours and thirty (30) minutes and the standard work week shall be thirty-seven (37) hours and thirty (30) minutes. The increase of fifteen (15) minutes in the standard work day shall be used for instruction time.

2. The principal of each school shall divide the work day into appropriate periods and will make every reasonable attempt to assign an equal number of teaching periods to each teacher.

3. The Board shall have the right to set the starting and leaving times for the standard work day for teachers in each building at the beginning of the school year. Employees will be notified by August 1 of the starting and leaving times. The departure time for teachers

7. The administration agrees that it shall not make a practice of requiring teachers to assume the duties and responsibilities of any other employee. The administration may request that a teacher assume the responsibility of another employee only in cases of emergency.

8. All professional employees covered by this Agreement shall report to the principal's office any time before noon for the purpose of receiving mail or messages.

9. Teachers will provide fifteen (15) hours of time before or after regular work hours for the 2008-2009 school years under the following provisions:

a. Each meeting called shall count for a minimum of one half ( $\frac{1}{2}$ ) hour. Meetings in excess of thirty (30) minutes shall count for a minimum of forty-five (45) minutes.

b. Meeting shall not exceed forty-five (45) minutes in duration.

c. There must be a twenty-four (24) hour notice given to teachers of a meeting.

d. Such meetings must be scheduled immediately before or immediately following a regular school day.

e. Meetings called by the building principal will be limited to six (6) hours in any one (1) school year.

f. Meetings called during the regular work day shall be excluded from the provisions of this section of the collective bargaining agreement towards counting fifteen (15) hours of additional service provided by teachers for each school year.

g. Six (6) of the fifteen (15) hours must qualify for Act 48 credit for the 2007-2008, 2008-2009 school year and must be identified as such when notice is given of the meeting.

Commencing with the 2009-2010 school year, teachers will provide two (2) hours of time before or after regular work hours for each school year under the following provisions:

a. Each meeting shall be called by the building principal. Meetings shall be in either thirty (30) or sixty (60) minute blocks. Meetings shall not exceed sixty (60) minutes in duration.

b. There must be a twenty-four (24) hour notice given to teachers of a meeting.

c. Such meetings must be scheduled immediately before or immediately following a regular school day.



## ARTICLE XXI SAVINGS CLAUSE

The Board agrees that all matters of Board policy and past practice now in effect pertaining to wages, hours and teaching load concerning employees will continue to be in effect for the duration of this Agreement. This provision shall not affect, in any way, the District's right to reduce the number of employees under Article XXVI herein.

## ARTICLE XXII NON-TEACHING DUTIES

The parties recognize that a portion of the teaching day is utilized in the performance of non-instructional duties including cafeteria duty, patrol, detention, bus, study hall, playground, and homeroom duty. No less than one (1) teacher shall be assigned to cafeteria duty; no fewer than two (2) other school employees (i.e. teachers, aides, security, administrators) shall be assigned to assist in monitoring the cafeteria. The Board agrees that it will make every attempt to ensure that these non-instructional duties are not materially increased in scope or length during the term of this Agreement and agrees to meet and discuss with LHEA matters arising should any overall increase in these duties become necessary. The Board agrees it will not assign non-teaching duties arbitrarily for the purpose of penalizing or rewarding an employee.

### A. PROCEDURE FOR ASSIGNING HOMEROOM DUTIES

This procedure applies to the assigning of homeroom duties in the Middle School and High School. Unless they volunteer for homeroom duty, department heads shall not be assigned homeroom duties. The procedure shall be to accept and place volunteers first. If there are insufficient volunteers, the remaining homeroom duties shall be assigned according to seniority, beginning with the least senior teacher. In assigning duties according to seniority, all efforts will be made not to assign homerooms to the following: guidance, school psychologists, special education teachers, librarians, and senior class sponsor.

## ARTICLE XXIII PROFESSIONAL QUALIFICATIONS AND ASSIGNMENTS

### A. NOTIFICATION OF TEACHING SCHEDULE

All teachers shall be given written notice of their assignment (building, grades, subjects, and schedules) for the forthcoming year, no later than August 1 prior to the opening of school. However, changes may be made any time prior to the opening of school after consultation with the teacher concerned. Any changes that need to be made after such notification must incorporate consultation with the teacher concerned, as well as written notification of such change(s) to the LHEA president.



**ARTICLE XXV**  
**ASSOCIATION DUES**

**A. DEDUCTION OF DUES FROM SALARY**

The Board agrees to deduct dues from the salaries of its professional employees for the Laurel Highlands Education Association (LHEA), the Pennsylvania State Education Association (PSEA), and the National Education Association (NEA) as authorized by the members of the Laurel Highlands Education Association. Such monies will then be transmitted promptly to LHEA.

**B. INDEMNIFY AND HOLD HARMLESS**

The Board assumes no obligation, financial or otherwise, arising out of the provisions of this Article, and LHEA shall indemnify and hold the Board harmless for any and all claims, grievances, arbitrations, awards, suits, attachments, or other proceedings arising out of or by reason of any action taken or not taken by the Board for the purpose of complying with any of the provisions of this Article.

**C. LIST SUPPLIED TO BOARD**

LHEA will, no later than September of each year, provide the Board with a list of those employees who have authorized the Board to deduct dues for LHEA listed in Paragraph A above.

**D. AUTHORIZATION CARD**

The Board will honor such authorization card pursuant to the maintenance of membership agreement.

**ARTICLE XXVI**  
**JOB SECURITY**

**A. FURLOUGHS**

The Laurel Highlands School Board has the authority to reduce the number of professional employees in accordance with the provisions of the Public School Code, as amended, subject to the applicable subsections of this Article.

**B. FURLOUGHS PURSUANT TO SECTION 1124 (1)**

If the Board reduces the number of professional employees pursuant to Section 1124 (1) of the Public School Code, it may do so by one (1) professional employee for each District-wide reduction of twenty-six (26) pupils as defined hereafter. Professional employee reduction pursuant to this subsection shall be made first through the process of normal attrition; and secondly, as set forth in the Section 1124 (1) of the Public School Code.

"Attrition" shall be defined as the loss of a professional employee due to death, resignation or retirement when the employee is not replaced by a professional employee or a temporary professional employee. Calculation of attrition and average daily membership shall be made as of June 30 of each year for the following school year. Resignations and retirements shall be credited toward attrition as of the date notice thereof is received in writing by the Board from the employee. The period for calculation of attrition and membership shall be as follows:

<b>For School Term:</b>	<b>2008-2009</b>	<b>2009-2010</b>
Average Daily Membership	From July 1, 2007 to June 30, 2008	From July 1, 2008 to June 30, 2009
Attrition	From July 1, 2007 to June 30, 2008	From July 1, 2008 to June 30, 2009
<b>For School Term:</b>	<b>2010-2011</b>	
Average Daily Membership	From July 1, 2009 to June 30, 2010	
Attrition	From July 1, 2009 to June 30, 2010	

Membership difference and attrition cannot be accumulated from one school year to the next school year unless the parties agree otherwise in writing.

This Article is not intended to require the Board to hire employees due to a difference in membership or attrition.

## ARTICLE XXVII SENIORITY

### A. DEFINITIONS

#### 1. Definitions

(a) Service: The word "service" shall be synonymous with the word "seniority." Determination of seniority shall be consistent with the provisions of Act 97 of 1979.

(b) Termination Date: Is the date when any of the following occurs: The employee is dismissed under Section 1122 of the Public School Code; or the employee resigns; or becomes deceased; or the employee fails to return to work within sixty (60) days of receipt of notice to return when furloughed or when on a paid or unpaid leave pursuant to Article XV of the Agreement herein.

#### 2. Professional Employee Seniority:

Seniority for use in this Agreement and under the applicable provisions of the Public School Code shall be determined by the number of years of service of each professional employee in the unit with respect to every other professional employee. In the event a professional employee's years of service is equal to another's, seniority shall be determined by each professional employee's original date of hire in the Laurel Highlands School District as a temporary professional employee or professional employee, whichever occurred first, as recorded in the Board's minutes of the Laurel Highlands School Board. A professional employee who was hired first as set forth in the preceding sentence shall have seniority over any other professional employee hired subsequently with the same years of service.

An employee who returns to a bargaining unit position from an administrative position, which is not a professional employee position in the Laurel Highlands School District, shall not receive credit for his/her prior years of service until he has served one (1) year after his/her return to a bargaining unit position.

#### 3. Temporary Professional Employees:

Seniority of temporary professional employees for use in this Agreement and under the Public School Code shall mean the relative status of any temporary professional employee with respect to every other temporary professional employee's total years of service. In the event a temporary professional employee's years of service is equal to another temporary professional employee, seniority shall be determined by which employee is hired first as recorded in the Board minutes.

#### 4. All years of service accrued shall be lost on the employee's termination date.

B. Within ninety (90) days following the signing of this Agreement, the Board will prepare and post a schedule indicating the seniority for each employee according to the procedure contained in Article XXVII, Section A. Such list shall be revised by the Board each school year to keep it up-to-date and provide to the Association by October 1 for posting. Each employee shall be provided the list and cover letter by e-mail. Failure to receive the e-mail shall

G. The within agreement constitutes compliance by both the Laurel Highlands Education Association and the Laurel Highlands School District with their respective negotiation obligations for the current collective bargaining agreement.

H. The within agreement contains the entire agreement with regard to the long term substitutes relating to those matters addressed herein. Reference is made to the statutory savings clause as contained in Article VI, paragraph F, and the paragraphs contained in Article XXVII, paragraphs A, B, and C.

## ARTICLE XXIX MISCELLANEOUS PROVISIONS

### A. SEPARABILITY

This Agreement is subject in all respects to the Laws of the Commonwealth of Pennsylvania with respect to the powers, rights, duties and obligations of the Board, LHEA and employees in the bargaining unit. In the event that any provisions of this Agreement, at any time, are held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal is taken within the time provided for doing so, such provision shall be void and inoperative; however, all other provisions of this Agreement shall continue in effect, and the parties shall meet within thirty (30) days to negotiate a substitute provision.

### B. COMPLIANCE CLAUSE

Any individual contract between the Board and an individual teacher heretofore and hereafter executed shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration, shall be controlling.

### C. PRINTING AGREEMENT

The Board and LHEA agree to share equally the printing cost of this Agreement. One (1) copy shall be presented to each teacher now employed and to each new teacher when employed.

### D. NOTICE

Whenever any notice is required to be given by either of the parties to the other, pursuant to the provisions of this Agreement, either party shall do so by registered letter at the following address:

1. If by LHEA to the Board of Laurel Highlands School District, 304 Bailey Avenue, Uniontown, Pennsylvania 15401.

2. If by the Board to LHEA at Laurel Highlands School District, 304 Bailey Avenue, Uniontown, Pennsylvania 15401, or address of current LHEA President.

**ARTICLE XXXII**  
**LAUREL HIGHLANDS SCHOOL DISTRICT**  
**EARLY RETIREMENT INCENTIVE**

**A. ELIGIBILITY CRITERIA - Applicant must meet all six (6) of the eligibility criteria.**

1. Years of Service.
  - a. The applicant retiring on or before June 30, 2011 will have completed at least ten (10) years of employment as a professional employee in the Laurel Highlands School District.
  - b. An applicant retiring on or after July 1, 2011 must have completed at least twenty (20) years of employment as a professional employee in the Laurel Highlands School District.
2. The applicant must be at least fifty-five (55) years of age.
3. The applicant shall retire from the Laurel Highlands School District and from the Public School Retirement System in the Commonwealth of Pennsylvania.
4. The employee must be retiring as recognized by the P.S.E.R.S.
5. The employee is not taking a P.S.E.R.S.'s disability retirement.
6. The applicant must submit a formal letter with intent to retire to the Board of Education.

**B. BENEFITS OF THE PLAN**

**Hospitalization**

1. Coverage Election. At the time of retirement, the retiring employee may elect either husband and wife group health insurance coverage or individual (i.e. for the retiree only) group health insurance coverage. This is a one (1) time election.
2. Type of Coverage. The group health insurance coverage shall be as provided to the actively employed members of the teachers' bargaining unit. The retiree shall in the future be bound by any and all future negotiated or mandated changes in coverage, plan, or carrier for the bargaining unit members. (For example, while receiving the health insurance incentive, the Laurel Highlands Education Association and School District bargain (or the State mandates) a different health insurance plan, carrier, or coverages; the retiree likewise will be covered by the new plan, carrier, or coverages, and not the plan or coverage that existed at the time of the retirement. For example, if any co-pays, including premium co-pays for individuals (but not for husband and wife coverage), would be increased, reduced, or eliminated, the retiree's co-pay would likewise be increased, reduced, or eliminated).

8. In the event that a retiree's spouse is also an employee of the School District, neither the retiree nor the retiree's spouse is eligible to receive payments on account of the insurance waiver provisions of this Agreement.

**C. SICK DAY REIMBURSEMENT**

One hundred dollars (\$100) per day of unused sick days will be paid to the retiring employee for all unused sick days. The value of all unused sick days at the time of termination of employment or payable after July 1, 2009, shall be contributed as an employer contribution by the School District into a Section 403(b) tax-sheltered account of the Employee's choice, up to the amount permissible by law. Any amounts in excess of the shelter limit will be contributed in subsequent tax years up to the amount permissible by law, payable on the first business day of the new tax year.

**D. LIFE INSURANCE:**

The District will pay life insurance in the amount of twenty-five thousand dollars (\$25,000) for a ten (10) year period on the retiring employee.



**Schedule B**  
**2009-2010**  
**Laurel Highlands Professional Employee Salary Scale**

Step	BS	B+15	B+30	MS	M+15	M+30	M+45	PhD
1	\$29,300	\$29,600	\$30,000	\$30,600	\$31,300	\$32,100	\$33,000	\$34,000
2	\$33,380	\$33,680	\$34,080	\$34,680	\$35,380	\$36,180	\$37,080	\$38,080
3	\$38,120	\$38,420	\$38,820	\$39,420	\$40,120	\$40,920	\$41,820	\$42,820
4	\$42,860	\$43,160	\$43,560	\$44,160	\$44,860	\$45,660	\$46,560	\$47,560
5	\$47,600	\$47,900	\$48,300	\$48,900	\$49,600	\$50,400	\$51,300	\$52,300
6	\$49,100	\$49,400	\$49,800	\$50,400	\$51,100	\$51,900	\$52,800	\$53,800
7	\$50,700	\$51,000	\$51,400	\$52,000	\$52,700	\$53,500	\$54,400	\$55,400
8	\$52,200	\$52,500	\$52,900	\$53,500	\$54,200	\$55,000	\$55,900	\$56,900
9	\$53,500	\$53,800	\$54,200	\$54,800	\$55,500	\$56,300	\$57,200	\$58,200
10	\$54,200	\$54,500	\$54,900	\$55,500	\$56,200	\$57,000	\$57,900	\$58,900
11	\$54,800	\$55,100	\$55,500	\$56,100	\$56,800	\$57,600	\$58,500	\$59,500
12	\$55,100	\$55,400	\$55,800	\$56,400	\$57,100	\$57,900	\$58,800	\$59,800
13	\$56,000	\$56,300	\$56,700	\$57,300	\$58,000	\$58,800	\$59,700	\$60,700
14	\$57,200	\$57,500	\$57,900	\$58,500	\$59,200	\$60,000	\$60,900	\$61,900
15	\$69,200	\$69,500	\$69,900	\$70,500	\$71,200	\$72,000	\$72,900	\$73,900
16	\$71,000	\$71,300	\$71,700	\$72,300	\$73,000	\$73,800	\$74,700	\$75,700

**SCHEDULE D**  
**LAUREL HIGHLANDS SCHOOL DISTRICT**

**A. HEALTH INSURANCE**

Subject to Section C below, for the duration of this Agreement, the Board agrees to pay an amount equal to full coverage of the Highmark Preferred Provider Organization (PPO) Plan F (or equivalent program by mutual consent of the parties). The employees will be responsible for a ten dollar (\$10) payment for physician office visits, a ten dollar (\$10) payment for generic brand prescription drugs and a twenty dollar (\$20) payment for brand name prescription drugs (i.e. non-premium co-pays). *A summary of said plan has been initialed by the parties, which summary is incorporated herein by reference thereto.*

**B. BLUE SHIELD DENTAL AND VISION INSURANCE**

The Board shall pay the full cost for the following United Concordia's Concordia FLEX Dental and Highmark Optichoice Vision programs for each year of the contract as indicated below:

- A. Basic Dental – Family
- B. Orthodontic Rider
- C. Supplemental Dental Plan – Family
- D. Vision – Family

**C. PREMIUM CO-PAYMENTS**

1. All employees who receive healthcare through the District shall contribute toward healthcare premiums based upon the following schedule:

<u>School Year</u>	<u>Individual Coverage</u>	<u>Other Coverage</u>
2008-2009	\$20 per month	\$40 per month
2009-2010	\$25 per month	\$50 per month
2010-2011	\$25 per month	\$50 per month

2. **Section 125 Account.** The District agrees to establish a Section 125 Plan of the Internal Revenue Code which allows participants the option of deferring salary on a pretax basis to pay for medical premiums, medical co-pays and deductibles, prescription drugs, dental care, eye care, dependent care, and other qualifying expenses of such plans. The employer shall establish this benefit in a manner consistent with and to meet all requirements of Section 125 of the Internal Revenue Code, as amended, including the development of a separate plan document to be approved by the Association, and filing of all initial and subsequent documentation required to maintain such a plan.

**D. INCOME PROTECTION**

The Board will provide for its employees, pursuant to the present Madison National Life Insurance Company Inc. or a plan provided by a company mutually agreeable to the parties, sixty-six and two thirds percent (66 2/3%) of an eligible employee's annual salary or such

5. Payment to employees for the declinations of the health insurance coverage shall be made monthly.

6. Employees applying for this rebate and choosing to decline health insurance coverage shall sign a release absolving the Laurel Highlands School District and the Laurel Highlands Education Association of any liability that could result because of the employee choosing to not accept the group health insurance coverage.

7. This insurance waiver shall be included in the District's Section 125 Plan of the Internal Revenue Code. If any provision of this section would cause the benefits of employees not selecting this option to become taxable, then this section shall be discontinued immediately and group health insurance coverage shall be implemented for all eligible employees.

8. A retiree is not eligible to receive payments on account of the insurance waiver provisions of this Agreement.

9. If the employee is covered on a spouse's health insurance plan and the spouse is either an employee of the District or is a retiree receiving spousal coverage, the employee may still participate in this waiver program. It is recognized that the waiving employee, however, would still be receiving group coverage from the District. The waiving employee will, therefore, only be entitled to twenty-five percent (25%) of the additional premium the District would otherwise pay for providing such married employees equal family or husband and wife coverage.

## SCHEDULE E

	2008-2009	2009-2010	2010-2011
<b><i>Athletics</i></b>			
Athletic Director	\$7,095.49	\$7,166.44	\$7,238.11
Assistant Athletic/Equipment Manager	\$4,000.00	\$4,299.86	\$4,342.87
Equipment Manager	\$6,916.61	\$6,985.78	\$7,055.63
<b><i>Football</i></b>			
Head	\$6,916.61	\$6,985.78	\$7,055.63
1st Assistant	\$4,495.80	\$4,540.76	\$4,586.16
Assistant Varsity - Number to be determined	\$4,149.96	\$4,191.47	\$4,233.38
Head Ninth Grade	\$3,804.13	\$3,842.18	\$3,880.60
Assistant Ninth Grade	\$3,112.47	\$3,143.60	\$3,175.03
7th and 8th Grade Head	\$3,368.87	\$3,492.89	\$3,527.82
7th and 8th Grade Assistant - Number to be determined	\$2,413.66	\$2,445.02	\$2,469.47
<b><i>Basketball--Boys</i></b>			
Head Varsity	\$6,320.35	\$6,383.55	\$6,447.39
Assistant Varsity - Number to be determined	\$3,792.21	\$3,830.13	\$3,868.43
Head Ninth Grade	\$3,476.19	\$3,510.95	\$3,546.06
7th and 8th Grade Head	\$2,974.14	\$3,191.78	\$3,223.70
7th and 8th Grade Assistant	\$2,001.05	\$2,234.24	\$2,256.59
<b><i>Basketball--Girls</i></b>			
Head Varsity	\$6,320.35	\$6,383.55	\$6,447.39
Assistant Varsity - Number to be determined	\$3,792.21	\$3,830.13	\$3,868.43
Head Ninth Grade	\$3,476.19	\$3,510.95	\$3,546.06
7th and 8th Grade Head	\$2,974.14	\$3,191.78	\$3,223.70
7th and 8th Grade Assistant	\$2,001.05	\$2,234.24	\$2,256.59
<b><i>Wrestling</i></b>			
Head Varsity	\$4,789.00	\$4,789.00	\$4,789.00
Assistant Varsity	\$2,873.40	\$2,873.40	\$2,873.40
7th and 8th Grade Head	\$2,117.91	\$2,107.78	\$2,128.86
7th and 8th Grade Assistant	\$1,738.69	\$1,475.45	\$1,490.20
<b><i>Swimming (Boys and Girls)</i></b>			
Head Varsity	\$4,173.82	\$4,215.56	\$4,257.71
Assistant Varsity - Number to be determined	\$2,504.29	\$2,529.34	\$2,554.63
7th and 8th Grade Head	\$2,117.91	\$2,107.78	\$2,128.86
7th and 8th Grade Assistant	\$1,738.69	\$1,475.45	\$1,490.20
<b><i>Track</i></b>			
Head Varsity--Boys	\$4,173.82	\$4,215.56	\$4,257.71
Head Varsity--Girls	\$4,173.82	\$4,215.56	\$4,257.71
Assistant Varsity - Number to be determined	\$2,504.29	\$2,529.34	\$2,554.63
7 <sup>th</sup> and 8 <sup>th</sup> Grade Head (Boys & Girls)	\$2,117.91	\$2,107.78	\$2,128.86
7th and 8th Grade Assistant - Number to be determined	\$1,738.69	\$1,475.45	\$1,490.20

**Cheerleading Sponsors**

Head

Assistant

9<sup>th</sup> Grade Head7<sup>th</sup> and 8<sup>th</sup> Grade Head

2008-2009

2009-2010

2010-2011

\$2,623.54

\$2,649.78

\$2,676.27

\$1,574.12

\$1,589.87

\$1,605.76

\$1,442.95

\$1,457.38

\$1,471.95

\$1,442.95

\$1,324.89

\$1,338.14

	2008-2009	2009-2010	2010-2011
Audio Visual (AV)	\$1,311.77	\$1,350.00	\$1,350.00
Student Government	\$691.66	\$700.00	\$700.00
Assistant Band Director/Percussion Coordinator	\$1,788.78	\$2,100.00	\$2,100.00
Aux Coordinator/Majorette	\$1,639.72	\$1,925.00	\$1,925.00
Senior Project Coordinator	\$1,200.00	\$1,200.00	\$1,200.00

***Laurel Highlands Middle High  
Special Interest Clubs***

Math Club	\$238.50	\$300.00	\$300.00
Eighth Grade Sponsor	\$238.50	\$300.00	\$300.00
Race Car Club	\$238.50	\$300.00	\$300.00
Student Council	\$238.50	\$300.00	\$300.00
Quiz League	\$238.50	\$300.00	\$300.00
French Club	\$238.50	\$300.00	\$300.00
Spanish Club	\$238.50	\$300.00	\$300.00
Science Club (PJAS)	\$238.50	\$300.00	\$300.00
Ski Club	\$238.50	\$300.00	\$300.00
Interact Club	\$238.50	\$300.00	\$300.00
National Junior Honor Society	\$238.50	\$300.00	\$300.00
Video Production	\$238.50	\$300.00	\$300.00

***School Service Organizations***

Office Aides/Patrol	\$238.50	\$300.00	\$300.00
Audio Visual (AV)	\$345.83	\$375.00	\$375.00
Newspaper	\$548.56	\$550.00	\$550.00
Majorettes	\$548.56	\$550.00	\$550.00
Photography	\$548.56	\$550.00	\$550.00
Yearbook Production	\$655.89	\$700.00	\$700.00
Yearbook Business	\$548.56	\$550.00	\$550.00

***Elementary Schools***

***School Service Organizations***

Newspaper – Clark	\$226.58	\$350.00	\$350.00
Newspaper – Hatfield	\$226.58	\$350.00	\$350.00
Newspaper – Hutchinson	\$226.58	\$350.00	\$350.00
Newspaper – Marshall	\$226.58	\$350.00	\$350.00
Yearbook – Clark	\$236.58	\$500.00	\$500.00
Yearbook – Hatfield	\$236.58	\$500.00	\$500.00
Yearbook – Hutchinson	\$236.58	\$500.00	\$500.00
Yearbook – Marshall	\$236.58	\$500.00	\$500.00



WITNESS the due execution of this Agreement this

11th day of March, 2009

LAUREL HIGHLANDS  
EDUCATION ASSOCIATION

BOARD OF EDUCATION  
LAUREL HIGHLANDS  
SCHOOL DISTRICT

---

President

---

President

---

Secretary

---

Secretary

Furloughs Pursuant to Section 1124 (1) .....	37
Furloughs Pursuant to Section 1124 (2) and (3) .....	38
Furnishings .....	12
General Criteria .....	17
Good Cause Leave .....	24
Grievance Procedure .....	4
Health Insurance .....	49
Homebound, Driving Teachers and Teachers on Special Assignments .....	15
Income Protection .....	49
Indemnify and Hold Harmless .....	10
Indemnify and Hold Harmless .....	35
Induction .....	42
In-Service Time .....	8
Insurance Benefits .....	29
International and Federal Programs .....	26
Involuntary Transfer .....	17
Job Openings .....	34
Job Security .....	37
Jury Duty Leave .....	24
Just Cause Provision .....	6
Leaves of Absence .....	21
Life Insurance .....	50
Life Insurance - Early Retirement Incentive .....	45
List Supplied to Board .....	35
Long Term Substitutes .....	40
Longevity and Supplementary Payment .....	14
Lunch Periods .....	33
Mail Facilities .....	8
Maintenance of Classroom Control and Discipline .....	29
Maintenance of Membership/Fair Share .....	34
Master's Equivalency .....	14
Middle High School Clubs .....	57
Military Leave .....	23
Miscellaneous .....	1, 17, 38
Miscellaneous Provisions .....	41
No Strike - No Lockout .....	42
Non-Teaching Duties .....	33
Notice .....	41
Notification of Teaching Schedule .....	34
Paid Leaves of Absence .....	21
Parental Leave .....	25
Personal Leave .....	22
Personal Leave Request Form .....	58
Personal Leaves of Absence .....	24
Pledge Against Discrimination .....	6

Unsafe and Hazardous Conditions.....	12
Use of School Buildings .....	7
Use of School Equipment .....	8
Vacancies - New Positions .....	15
Visitation.....	8
Waiver of Health Insurance Coverage.....	50
Waivers .....	42
Year of Service .....	15

