

# AGREEMENT

By and Between

THE BOARD OF SCHOOL DIRECTORS  
of  
THE SELINGROVE AREA SCHOOL DISTRICT  
and  
THE SELINGROVE AREA EDUCATION ASSOCIATION


This Agreement is made and entered into by and between the Board of Directors of the Selinsgrove Area School District (Hereinafter referred to as the **BOARD**) and the Selinsgrove Area Education Association (Hereinafter referred to as the **ASSOCIATION**).

In witness whereof, the parties above named have hereunto set their hands and seals this 13<sup>th</sup> Day of November 2023.

  
\_\_\_\_\_  
President of Selinsgrove  
Area Education Association

  
\_\_\_\_\_  
President of Board of School Directors

Attest:

  
\_\_\_\_\_  
Secretary of Selinsgrove  
Area Education Association

Attest:

  
\_\_\_\_\_  
Secretary of Board of School Directors

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## ARTICLE 1

### RECOGNITION

#### **Section 1. SAEA/PSEA Recognition**

The Board recognizes the Selinsgrove Area Education Association PSEA as the exclusive representative for collective bargaining with respect to wages, hours, and terms and conditions of employment for professional employees included within the Certification of the Pennsylvania Labor Relations Board dated the sixth day of April 1971, PERA-R-483-C, as amended by Case No. PERA- U-96-47-E dated the eleventh day of June 1996. The term **EMPLOYEE** when used in this Agreement refers only to those employees included within the above certifications.

#### **Section 2. Board Recognition**

The Board and the Association acknowledge the Board to be the only legally constituted body responsible for the determination of policies covering all aspects of the Selinsgrove Area School District under and in accordance with pertinent statutory rules and regulations promulgated by the Department of Education of the Commonwealth of Pennsylvania which responsibility the Board cannot reduce, negotiate, or delegate and which is not reduced, negotiated, or delegated hereby.

#### **Section 3. Collective Negotiations**

The Board and the Association acknowledge that this agreement represents the results of collective negotiations between said parties conducted under and in accordance with the provisions of the Public Employee Relations Act No. 195 of the Commonwealth of Pennsylvania and constitutes the entire agreement between the parties for the term of this agreement on all appropriate subjects of collective bargaining within the meaning of Section 701 or Section 702 of Act No. 195.

## ARTICLE 2

### DURATION

#### **Section 1. Effective Date**

This Agreement, all of its provisions and appendices, shall become effective on July 1, 2023, and shall continue in effect until June 30, 2028, or until such later date as the two parties may hereinafter agree is to be the extended ending date. Any such extended date shall be evidenced as an approval by affixing their signature thereto.

#### **Section 2. Intent to Negotiate**

Upon written notice to the other party at any time after December 1, 2027, either party may request the opening of negotiations for a new contract. After receipt of such notice, the parties shall meet to schedule negotiation sessions for a new contract.

**Section 3. Employee Movement on Salary Grid**

In each of the 2023-2024, 2024-2025, 2025-2026, 2026-2027 & 2027-2028 school years, employees will move up one step on the salary scales shown in Appendix A of the 2023-2028 Agreement in accordance with the initial placement and annual movement as indicated in Appendix A.

**ARTICLE 3**

**SCOPE OF AGREEMENT**

**Section 1. Scope of Negotiations**

The parties agree that all negotiable items have been considered during the negotiations leading to this Agreement and no additional negotiations on this Agreement will be conducted on any items whether contained herein or not during the term of this Agreement without the consent of both parties.

**ARTICLE 4**

**PUBLICATION AND DISTRIBUTION OF AGREEMENT**

**Section 1. Distribution of Agreement Copies**

The Selinsgrove Area School District shall make this Agreement available electronically on the District's website.

**ARTICLE 5**

**STRIKE AND LOCKOUT PROHIBITION**

**Section 1. Strike Prohibition**

It is understood that there shall be no strike, as that term is defined under the Public Employee Relations Act, during the life of this Agreement nor shall any officer, representative, or official of the Association authorize, assist, or encourage any such strike during the life of this Agreement.

**Section 2. Lockout Prohibition**

As a condition of the various provisions of this Agreement to which the parties have agreed, the employer pledges that it will not conduct, or cause to be conducted, a lockout during the life of this Agreement.

**Section 3. Board/Association Rights**

Nothing contained in this Agreement shall in any way abrogate or diminish the right of the Board or of the Association to seek equitable relief in the courts when in the Board's or in the Association's opinion a strike or lockout has occurred. The utilization of the grievance procedure established in this Agreement shall not be considered a prerequisite for such recourse to the court

## ARTICLE 6

### GRIEVANCE PROCEDURES

#### **Section 1. Timelines**

The parties hereto agree that an orderly and expeditious resolution of grievances arising out of the interpretation of the terms of the Agreement shall provide for a 4-step process of the disposition of any grievance, which process is set forth as follows:

**Step 1.** Any employee or employees who believe that a justifiable grievance has arisen out of the interpretation and application of the terms of the Agreement, may in writing and on a form provided by the employer present such grievance to their building principal within twenty (20) workdays of the time when the employee or employees were or should have been aware of the event giving rise to such grievance. For the purposes of this Article, a workday is defined as when the administrative offices are open.

The building principal shall reply in writing to the grievant within five (5) workdays after the presentation of any such grievance.

All grievants must be identified on the grievance form.

**Step 2.** In the event that the grievant is dissatisfied with the determination of the building principal, the grievant may within five (5) workdays after receiving the written reply submit such grievance to the Superintendent for resolution.

The Superintendent shall notify the grievant of his decision in writing within five (5) workdays after receipt of the grievance.

**Step 3.** If the decision of the Superintendent fails to resolve the grievance to the satisfaction of the grievant, the grievant shall notify the Superintendent in writing within five (5) workdays of the Superintendent's decision that the grievance be submitted to the School Board at its next official School Board meeting.

**Step 4.** The School Board shall notify the party or parties involved of its decision within ten (10) workdays of such official School Board meeting. If the grievance is not satisfied with the determination of the School Board, the grievance, at the request of the Association, shall be referred to arbitration as provided in Section 903, Article IX of the Public Employee Relations Act within ten (10) workdays of such notification.

#### **Section 2. Failure to Meet Time Requirements**

If any grievant fails to meet the time requirements as established in the procedures under Section 1 of this Article, action on the grievance shall be deemed terminated and the last decision made shall be deemed final. If the employer at any step fails to render its decision within the periods established, the grievant shall be entitled to advance his grievance to the next step. The failure to reply shall be deemed a denial.

**Section 3      Arbitrator**

Should the Association seek arbitration, the Arbitrator shall not have the power to change, amend, modify, alter, add to, or subtract from any provision of this Agreement.

**Section 4.      Fees Incurred for Arbitrator**

The fees of the Arbitrator and all costs incidental to the work of the Arbitrator shall be shared equally between the parties.

**ARTICLE 7**

**EMPLOYEE WORK YEAR**

**Section 1.      Contract Length and Per Diem Calculation**

Employees shall hold a 190-day contract; however, compensation for employment beyond 185 days shall be at a per diem rate computed by multiplying salary in classification and step by 1/190. All new hires will have a 187-day work year in their first year of employment. The additional two days shall be for induction activities. Employees will not receive additional compensation for these days above 185 as stated above. The District will compensate employees at their daily rate up to 190 days worked for the year. Days worked beyond 190 shall be compensated above the 190 days at the employees' daily rate to a maximum of \$450. Employees whose daily rate is above \$450 as of July 1, 2023, shall be compensated at that daily rate for the term of this Agreement.

**Section 2.      Salary Deduction**

In the event that it is necessary to make a salary deduction, the per diem deduction shall be computed by multiplying salary in classification and step by 1/190.

**ARTICLE 8**

**EMPLOYEE WORKDAY**

**Section 1.      Length of Workday and Preparation Period**

The length of the employee workday shall be seven hours forty minutes (7hr 40 min.) including lunch. All bargaining unit members shall have no less than one (1) individual preparation period per day.

**Section 2.      Notification of Intent to Leave Building**

After notifying the building principal or his/her designee and receiving authorization to do so, employees may leave the building of their employment during their scheduled lunch period.



**Section 3. Faculty Meetings**

Faculty meetings may be held once per month, before or after school, from September to May at the Administration's discretion. Each meeting and its tentative agenda must be announced at least one (1) week in advance. Meetings may be held for up to 45 minutes and may not be scheduled on the last day of the work week. Faculty may be excused by their administrator if they have co-curricular or athletic duties after school.

**ARTICLE 9**

**COMPENSATION**

**Section 1. Salary Increases (See Appendix A)**

2023-2024 – \$500 added to each step, except \$750 shall be added to step 21.

2024-2025 – \$500 added to each step, except \$750 shall be added to step 21.

2025-2026 – \$500 added to each step, except \$750 shall be added to step 21.

2026-2027 – \$500 added to each step, except \$750 shall be added to step 21.

2027-2028 – \$500 added to each step, except \$750 shall be added to step 21.

See attached salary schedules. Increases shall be retroactive to first pay of the 2023-2024 school year. Step movement in each year.

Employees who were employed as of the date of ratification of this agreement shall receive a \$500 incentive in a separate payment in the last pay period of December 2023. Those employees who either left employment with the District this school year (2023-2024) prior to the date of ratification or who will begin employment with the District this school year (2023-2024) after the date of ratification will receive a prorated incentive based on the percentage of the work year the employee worked/will work in the District.

The parties agree if legislation is enacted which changes the funding mechanism for school districts or limits local control over district revenue increases, such as requiring a referendum, or property tax reform both parties agree to discuss possible modifications to Article 9, Section 1 of this contract.

**Section 2. Step Placement, Classification, & Hourly Rates**

- A. The Board can negotiate step placement on the salary scale with the new employee. All professional employees will be paid through direct deposit.
- B. A change of column classification shall become effective on the first day of each new school year provided supporting documentation is submitted to the Superintendent before the first in-service day.
- C. For persons hired after July 1, 2000, any new classification beyond the master's equivalence requires a master's degree, and credits earned beyond the master's degree and applied toward a new classification must be graduate or in-service credits or undergraduate credits approved by the Superintendent.

- D. Each bargaining unit member will be paid a \$35 hourly rate of pay for voluntary bargaining unit work beyond the seven (7) hour, forty (40) minute regular school day for positions not covered by the Collective Bargaining Agreement (CBA). When working directly with students and/or training staff, planning time for bargaining unit members will be compensated at the equivalent of fifteen (15) minutes per one hour of work. This hourly rate does not apply to positions covered in Article 17, Article 18, Article 21, or Appendix B of this CBA between the Board and Association.

**Section 3. Doctorate Incentive**

Each bargaining unit member who is currently being compensated within this Agreement for having their doctoral degree will continue to be compensated at the rate of \$1,400 beyond their base salary. Additionally, those bargaining unit members who have enrolled in a Doctoral Program as of July 1, 2023, will also be eligible for the \$1,400 annual compensation upon completion of their doctoral program. However, beginning July 1, 2023, those bargaining unit members who desire to advance their education to a doctoral level will continue to go through the current approval and reimbursement process for credit attainment but will not be eligible for the \$1,400 annual increase in salary if/when receiving their doctoral degree.

**Section 4. Tuition Reimbursement**

Graduate/Undergraduate credits will be reimbursed at a rate not to exceed the Bloomsburg University rate, when the employee is enrolled in an approved program (Masters or Doctorate), or when an employee is obtaining an additional certification previously approved by the administration, provided the annual amount agreed upon is not exceeded and the Superintendent has initially approved the course. No more than 12 credit hours will be reimbursed per fiscal year. If/when credit hours exceed 12 within a fiscal year, they will not be eligible for reimbursement the following fiscal year. More than 12 credit hours may be reimbursed for obtaining an additional certification previously approved by the Superintendent. Reimbursement is contingent on successful completion of coursework with a grade of B or higher. If a course is only offered pass/fail, then a pass is sufficient for reimbursement. Courses shall qualify for horizontal movement when an employee is enrolled in an approved program (Masters or Doctorate).

Employees shall be eligible for reimbursement for up to 6 credits including in-service credits every five years to maintain their certification. Those credits not directly related to the employee's current teaching assignment and/or field of education will be reimbursed according to the agreed rate but will not result in horizontal movement on the salary schedule.

Employees shall complete a course pre-approval form and submit it to the Superintendent. The request must be made prior to registering for the course.

Payment shall be made to the employee upon presentation of a copy of the billing for said courses from the institution of higher learning and a copy of transcripts indicating successful completion of the courses. Payment will be made on a first-come, first serve basis from the date of submission of a request for reimbursement. If the lump sum amount listed below is exhausted before June 30, then the employee will be reimbursed out of the next year's lump sum. An employee would be required to complete at least one (1) year of service following the year in which the cost of credits was reimbursed. The Board may waive this requirement.

Annual amount:

2023-2024 - \$150,000  
2024-2025 - \$150,000  
2025-2026 - \$150,000  
2026-2027 - \$150,000  
2027-2028 - \$150,000

**Section 4. Mileage**

Employees who are required to travel in the performance of duties for the school district shall be reimbursed at the maximum rate allowed by the Internal Revenue Service and defined as non-income. Origination of mileage shall start with the District's Central Office. All mileage reports must be submitted monthly on the mileage reimbursement form.

**Section 5. Severance**

Upon retirement or death, provided the employee has spent the last ten years of service in the Selinsgrove Area School District, the Board shall pay to said employee or designated beneficiary the sum of one hundred dollars (\$100.00) for each year of service in the Selinsgrove Area School District up to thirty (30) years with the maximum amount paid not to exceed \$3,000.

This amount shall be paid upon the death of the employee or the completion of the final years of service. This amount shall not be included as part of the gross paid to the employee during his/her final years of service but shall be handled as a separate item.

When an employee, with at least 24.5 years of credited service with PSERS, notifies the District six months prior to his/her intent to retire date, the school district will make a payment of \$5,000 as an additional retirement bonus. All letters of Intent to Retire must be withdrawn by 120 calendar days prior to the employee's last workday or the intent will be considered final. Letters may be withdrawn or added after this date should there be a life-altering event (such as but not limited to the death of a spouse, divorce, or loss of job of a spouse). This exception will also apply should the retirement age/service time requirement change to allow for early retirement without penalty.

All retirees must contribute and participate in the following benefits:

For eligible retiring employees, the District contribution shall be deposited into a 403(b) tax-sheltered annuity account established by the eligible employee. The 403(b) account must be established prior to the separation of service. The failure to establish an account will result in the employee forfeiting this benefit.

This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee account in the subsequent year up to the 415 limits.

## **ARTICLE 10**

### **VACANCIES**

The Association recognizes the Board as the sole and final authority over matters of inherent managerial policy, which terms include, but is not limited to, the selection, direction, and assignment of employees of the district.

The District will give notice of a vacancy, as determined by the District, through the District's Global Email List. Such notice shall be posted for a minimum of five (5) days before the vacancy may be filled. A copy of the vacancy notice shall be sent to the Association President on the date of posting.

## **ARTICLE 11**

### **EMPLOYEE ASSIGNMENTS**

Each employee shall be given written notice of the next year's tentative assignment no later than June 30 of each school year. Notification shall include building, grade level, and subject area to which the employee shall be assigned.

## **ARTICLE 12**

### **ILLNESS OR INJURY**

#### **Section 1. Sick Leave**

Each employee is entitled to ten (10) days per year of sick leave without deduction from pay. These days are accumulated from one year to the next. All accumulated days may be used in one year. Each employee will be permitted three (3) consecutive school days of absence at any time without a physician's certificate. A physician's "Certificate of Illness or Injury" form will be required for all days of absence due to illness in excess of three consecutive school days. This "Certificate of Illness or Injury" form completed by a physician, will certify that the employee was unable to perform his or her duty during the period of absence, as required under Section 11-1154 of the School Code.

## **ARTICLE 13**

### **TEMPORARY LEAVE OF ABSENCE**

#### **Section 1. Conference Days**

The Board agrees to provide each year of the contract \$30,000 from all funding sources, for Conference Days. This money will be distributed by the Professional Development Committee for conferences/meetings, which are not mandated and/or requested by the district. The Committee will be responsible for establishing and distributing to the membership conference/meeting guidelines. Employees will make an application on the District's Pre-Approval Meeting Form. Reimbursement for expenses shall be limited to mileage, registration fees, lodging, and meals. (Membership dues may be included if the payment of dues results in a reduced conference rate)

## **Section 2. Visitation Days**

Employees may be granted one (1) day leave per year with pay to visit other schools provided that such visitations are arranged by the Building Level Principal and are approved by the Superintendent of Schools. Visitation Days may not be scheduled for Mondays or Fridays. The cost of the substitute for a Visitation Day may be taken out of the Professional Development Fund. No additional costs may be reimbursed to the employee. The Professional Development Committee will be given an itemized accounting of the Professional Development Funds on a monthly basis.

## **Section 3. Association Days**

The Association will be granted five (5) approved Professional Association Business Leave Days during the school year to be utilized by the employees of the Association's choice. The Association will make payment to the Selinsgrove Area School District for the actual cost of providing a substitute at the per diem rate.

The president of the association shall be granted release time during the school day up to the equivalent of one (1) day/month to conduct association business. Such days must be taken in not less than one-half (1/2) day increments. The Association will pay the cost of the substitute if one is required.

## **Section 4. Emergency Leave**

Each employee can apply for one (1) emergency leave day per school year defined as a situation, which could not have been anticipated or planned for in advance. Emergency leave days can be taken in ½ day increments (employees can use up to two ½ days). Emergency leave will be granted for the following emergencies, illnesses, or special types of absence.

1. Disaster to an owned or rented house, condominium, or apartment;
2. Family emergencies such as a serious accident or serious illness of a member of the employee's immediate family or near relative;
3. Unexpected illness of a dependent;
4. Surgical operation on a member of the immediate family, not including elective surgery;
5. Birth of an employee's child or grandchild;
6. For personal trips/vacations on make-up days, provided they meet the following criteria:
  - a. The personal trip/vacation must have been scheduled before a calamity occurred.
  - b. The employee must provide evidence to the district that cancellation of the personal trip/vacation scheduled for the make-up day will result in financial loss.
  - c. If leave is granted for personal trips/ vacation on a makeup day(s), the employee will forfeit the equivalent number of sick days.
7. Graduation of an employee's child or grandchild;
8. Wedding of an employee's child or grandchild;
9. Moving one's child or grandchild into college dorm/orientation day;
10. Funerals that are not covered by school code/bereavement leave;
11. Other reasons as defined by the Superintendent and/or his designee.

Any additional emergency days shall be charged to the employee's sick days.

## **Section 5. Personal Leave**

Three (3) days of personal leave shall be granted to an employee each year. If an employee has an end-of-year balance of more than two personal days, they will be paid \$100 for each day above two.

Limitations:

1. Three days' notification concerning the date of absence is to be given to the Building Principal.
2. Personal leave days shall not be taken during the first five (5) days or the last five (5) days of school except to attend the employee's children's graduation.
3. Personal leave days may be taken in half (1/2) or full-day increments.
4. With a minimum of three (3) calendar days' notice, an employee may rescind the use of a personal day. A personal day request may be rescinded with less than three (3) days' notice with the approval of the Superintendent.
5. Employees will have the option to accumulate up to five (5) personal leave days.
6. Personal Leave Days carried from year to year, shall not be eligible for the \$100 per day bonus.

**Section 6. Childbearing/Child Rearing Leave of Absence**

Childbearing/Child Rearing Leave shall be provided pursuant to the Family Medical Leave Act, as amended.

An employee on childbearing leave will be granted one extension of the leave upon submitting a written request to the Board no later than fifteen (15) calendar days prior to the expiration of the current leave. Such a request must indicate when the extended leave will terminate. The combined length of the childbearing and child-rearing, and the extension if applicable, shall not exceed one (1) calendar year.

**Section 7. Jury Duty**

Employees requesting a leave of absence for jury duty will be provided such leave upon receipt of an application for such leave made to the Superintendent. Employees will be compensated at their per diem rate less the reimbursement received from the court for jury duty. It shall be the employee's responsibility to provide the Business Manager with the documentation to establish the amount of payment received for such jury duty.

**Section 8. Bereavement Leave**

Employees shall be provided bereavement leave pursuant to the Pennsylvania school code as amended.

**ARTICLE 14**

**INSURANCE**

**Section 1. Medical Insurance**

**Employees:**

The Board shall pay the hospitalization and medical insurance premium for employees, the dependents of the employees who qualify under the plan(s) selected by the District offered through the Central Susquehanna Trust. The following plans and premium shares shall apply as follows:

Jan. 1, 2024-June 30, 2028 - CBC/GHO \$2000/\$4000 QHDHP - \$500 placed into a Health Savings Account (HSA), 0% Premium Share of coverage selected by the employee.

When both spouses are employees of the district, they are both covered by one insurance plan and will have \$1000 placed into the HSA at the beginning of the plan year.

At the beginning of each health plan year, employees who have coverage elsewhere may elect to opt out of the district healthcare plan and receive a \$2,000 payment as a lump sum at the end of that health plan year.

If an employee's spouse works in another federal, state, or local public entity or a government agency (including school districts) and is eligible for full-time healthcare, they are not eligible to be covered under the District plan. However, in addition to the \$500 contribution set forth in Article 14 Section 1 of the CBA, the employee will have an additional \$1,000 deposited each year into an HSA at the beginning of the plan years covered by this CBA. The employee may pay the difference for the spouse to be added to the District plan.

The District will deposit its total HSA contribution on the first business day of each new plan year (i.e. January 1, 2024 plan year start date).

Employees may choose to contribute additional monies to the HSA through payroll deduction up to the IRS maximum.

Employer will pay all administrative fees associated with the HSA.

**New Employees (New Coverage)**

When new employees begin working for the District, the District will deposit the pro-rated District contribution to the HSA when the insurance coverage begins.

Existing employees who enroll in the QHDHP, due to a qualifying event, during the year will receive the pro-rated District contribution to the HSA when the insurance coverage begins.

## **Retired Employees:**

The Board shall pay the hospitalization and medical insurance premium for retirees, who have a Minimum age of 55 and 15 years teaching in the district, or age 60 or older and 10 years teaching in the district, as follows:

January 1, 2024 - June 30, 2028 - CBC/GHO \$2000/\$4000 QHDHP: Employee Retires with:

Single @ 10% premium share, E/S, Employee/Child(ren), or Family @ 25% premium share

Retiree premium share can be reduced by 1% for every 40 unused sick days the retiree has accumulated.

If two individuals are married and retire from the Selinsgrove Area School District, and meet the above requirements, they will each pay the premium share for the single rate (10%) less combined reduction for sick days as stated above. They will be placed on the E/S plan, but pay the percentage based off of two single plans. If they choose any other plan, (ie. Family, Employee Children) they pay the 25% premium share less their sick day reduction.

If the employee's spouse becomes Medicare eligible prior to the employee, the spouse will no longer be covered under the district's plan.

The retiree will pay the district either the PSERS's premium assistance, if eligible, or the premium share, whichever is higher.

Whatever premium share rate in the above plans the employee retirees under will remain in effect until Medicare eligible. If the plan is no longer offered by the CSIU Trust the retiree will move to the next comparable plan at the same premium share rate.

Should the retiree obtain employment elsewhere and be eligible for full-time healthcare elsewhere, then they shall forfeit this benefit.

## **Section 2. Life Insurance**

The Board shall provide each employee a group life insurance policy on a term basis with a face amount equal to 1.5 times the annual salary to the nearest \$1,000. The Board shall provide each employee with a description of the life insurance coverage.

## **Section 3. Dental Insurance**

The Board shall provide for each employee and eligible dependents of the employee a group dental plan.

- a. One-time \$50.00 deductible per claimant
- b. Annual \$500.00 maximum benefit per claimant. Effective July 1, 2024; the annual maximum benefit per claimant will increase to \$1,000.
- c. Co-insurance at the prescribed level for employee and family per Plan II of the group plan
- d. Required one dental checkup per year per person



**Section 4. Vision Insurance**

The Board shall pay up to \$200.00 during each year of the contract to reimburse the employee for vision expenditures incurred by the employee and/or the eligible dependents of the employee. Effective July 1, 2024, the benefit will be increased to \$250 and continue unchanged for the duration of the Agreement.

**Section 5. Flexible Spending Account**

The District will continue to make available to each employee a limited-purpose FSA on a voluntary basis at the IRS limit.

**ARTICLE 15**

**MEET AND DISCUSS COMMITTEE**

**Section 1. Committee**

A committee shall be established to meet and discuss policy matters affecting wages, hours, and terms and conditions of employment, as well as the impact thereon, as specified in Section 702 of the Pennsylvania Public Employee Relations Act.

**Section 2. Composition of Committee**

The committee shall be composed of not more than five (5) nor less than three (3) members of the Association who are also members of the unit for whom the Association is the bargaining agent, and no more than five (5) nor less than three (3) members appointed by the Board of School Directors, one of which will be the Superintendent of Schools or, in their absence, their designated appointee.

The composition of the committee may vary as determined by the Association for Association Committee members and by the Board of School Directors for the Selinsgrove Area School District committee members.

**Section 3. Notice of Meetings**

Meetings shall be held at such dates and times as the parties shall mutually agree.

The Meeting Agenda shall be presented in writing to the Association President and the Superintendent of Schools one week prior to each meeting, and only those items included on the Agenda will be discussed at the meeting.

**ARTICLE 16 (2023-2028)**

**MISCELLANEOUS AND CO-CURRICULAR COMPENSATION**

The following positions are fiscal year contracts.

<b>Position</b>	<b>Tier</b>	<b># of Positions</b>	<b>2023-2028</b>
Band Director	1	1	\$7,175
Musical Director (1 Per School year)	2	1	\$3,588
Asst. Band Director	2	1	\$3,588
HS Yearbook	2	1	\$3,588
Play Director (1 Per School Year)	3	1	\$2,665
Asst. Musical Director	3	1	\$2,665
Jr. Class Advisor	3	1	\$2,665
FFA	4	1	\$2,358
FBLA	4	1	\$2,358
HS TSA	4	1	\$2,358
Forensics	4	1	\$2,358
HS Department Head (8)	5	8	\$2,050
Grade Leader or Department Head MS (6)	5	6	\$2,050
Grade Leader or Department Head IS (4)	5	4	\$2,050
Grade Leader or Department Head ES (4)	5	4	\$2,050
Nurse Leader (1)	5	1	\$2,050
Sr. Class Advisor	5	1	\$2,050
MS TSA	5	1	\$2,050
Transition Coordinator	5	1	\$2,050
Newspaper - Grove Gazette	6	1	\$1,794
Honors Chorus	6	1	\$1,794
Play Asst. Director (1 Per School Year)	6	1	\$1,794
Band Staff (2)	6	2	\$1,794
Play Staff (2) (1 Per School Year)	7	2	\$1,538
Musical Staff / Business Manager (4)	7	4	\$1,538
HS Student Council	7	1	\$1,538
MS Student Council	7	1	\$1,538
MS Yearbook	7	1	\$1,538
Outdoor Education Coordinator	7	1	\$1,538
Fr. Class Advisor	8	1	\$1,025
Soph. Class Advisor	8	1	\$1,025
National Honor Society	8	1	\$1,025
Senshu Coordinator	9	1	\$718
KEY Club	9	1	\$718
National Art Honor Society	9	1	\$718
National Language Honor Society	9	3	\$718
MS Jazz/Rock Director	9	1	\$718
MS Select Vocal Director	9	1	\$718
eSports Club	9	1	\$718
SADD	9	1	\$718
LINK Coordinator	9	1	\$718

School Store	10	1	\$513
Ski Club	10	1	\$513
Outdoors Club	10	1	\$513
Outdoor Ed Teacher Chaperone	10	12	\$513
Beginning Teacher Mentor (annually)	10		\$513
New to District Mentor	11		\$256
Building/Level Change Mentor	11		\$256
Long-Term Sub Mentor	11		\$256
District Employee Chaperone*	\$400 per overnight trip		
Homebound	Per Contracted Hourly Rate		

Positions can be shared by more than one employee
School District Pays for Advisor Cost to Attend Overnight Conference
*5th Grade Camp and Japan Sister School Chaperone are excluded from additional overnight reimbursement
Employees can hold more than one position depending on the nature of the activity - for example, if the musical's set requires additional time (1 staff member can be paid Musical Staff 1 and 2)
Additional positions and compensation as approved by the Board and assigned by the Administration.
New positions will subsequently be added to the grid during the next contract negotiation.

**ARTICLE 17**

**COACHING SALARIES**

**Section 1. Salaries**

Coaching salaries for the length of the contract shall be paid according to the points and dollar values per the attached schedule (Appendix B). Salaries will be paid to the present incumbents in the position listed. If any new coaches are hired, the initial placement on the coaching salary schedule will be negotiated between the individual and the Board. In the event of a school closure that prohibits extra-curricular and co-curricular functions, the salaries of compensated coaches will be prorated. Proration will be equitably applied on a case-by-case basis, utilizing such considerations as preparation time, length of season, and the like.

**Section 2. Contract Renewal/Vacancies**

Coaching positions are considered to be 'at will' positions with contract renewal occurring on an annual basis. When a vacancy occurs in a coaching position, the most qualified candidate as determined by the Board of School Directors shall be offered the position. The hiring and retention of non-bargaining unit coaches is not covered by this agreement.

**Section 3. Extended Season Pay**

Each varsity and varsity assistant coach will be paid 7.5% of their coaching salary for each week their team or individuals from their team compete beyond the regular season due to PIAA or league playoffs. If one coach holds coaching positions in more than one program within the same season, the percentage increase for postseason play would be earned in accordance with the total coaching points being earned at that time. (i.e., if both boys and girls are still actively participating in postseason wrestling competition, the coach would be compensated for the percentage tied to the total of 30 points. If only girls or boys were competing any given week, the percentage of that week would be based on that single program point compensation allotment. In wrestling's case, it would now be computed based off 20 points.) All postseason criteria must be met to qualify for extended season pay.

**Section 4. Pay Period**

Coaches will be paid by separate check one halfway through the season and the remaining half at the completion of the season subject to approval of the Athletic Director and Administration.

**Section 5. Longevity Bonus**

Each coach will receive a longevity bonus added to his/her base salary for total years of coaching in the same sport in the Selinsgrove District.

- 10th through 14th years - Base salary plus \$200.00
- 15th through 19th years - Base salary plus \$300.00
- 20th through 24th years - Base salary plus \$400.00
- 25th through 29th years - Base salary plus \$500.00
- 30 years plus - Base salary plus \$600

**Section 6. New Coach Training**

All new coaches are required to take the National Federation of State High School Associations (NFHS) Fundamentals of Coaching Course at the District's expense.

Any additional state or District required certifications or training will be reimbursed by the district after successful completion of the course and proof of payment has been received.

**ARTICLE 18**

**PAYROLL DEDUCTIONS**

**Section 1. Authorized Deductions**

The Selinsgrove Area School District agrees to deduct from the pay of an employee, who so authorizes in writing to the Business Manager, the following payroll deductions:

- a. Bargaining Unit Membership Dues
- b. Tax Sheltered Accounts
- c. United Way
- d. Pennsylvania State Employee Credit Union
- e. Security Flex 125 Program
- f. Cancer Insurance
- g. Health Savings Account (HSA)

**ARTICLE 19**

**PREDICTABLE LONG-TERM SUBSTITUTES**

Definition: A Predictable Long-Term Substitute is a certified teacher employed beyond 45 consecutive student days in the same position.

The following compensation and benefits shall be provided to predictable long-term substitutes:

- a. Compensation shall be 80% of Level 1, Step 1 for the 2023-2028 school year. Sick leave shall be provided at the rate of one day per 20 days of employment. Sick leave will be prorated to the percentage of the school year anticipated to work, rounded to the next whole number. Should the length of the assignment increase, additional sick leave will be granted.
- b. Personal leave shall be provided at the rate of one day for every 60 days of employment.
- c. Medical insurance shall be made available on a 50% co-pay provided that the long-term substitute is employed for 90 days or more and has no other medical insurance coverage.
- d. The district will provide a \$12,000 life insurance policy.
- e. All other fringe benefits in the collective bargaining agreement except as modified herein will be provided.

- f. If day-to-day substitution goes beyond 45 consecutive student days in the same position, the substitute will be entitled to salary retroactive to day one and benefits of a Predictable Long-Term Substitute.
- g. When a long-term substitute is hired as either a temporary professional employee or permanent professional employee, any unused sick leave will be accumulated.

## ARTICLE 20

### **PART-TIME EMPLOYEES**

The following compensation and benefits shall be provided to part-time employees:

- 1. Compensation shall be calculated based on a comparison of the percentage of instructional time as compared to a full-time employee.
- 2. Preparation time shall be pro-rated based on the same percentage of instructional time.
- 3. Ten (10) sick leave days will be granted. The term “day” in this Article shall refer to whatever portion of a school day the part-time teacher is contracted to work. For example, a half-time employee would be granted ten (10) half-days of sick leave.
- 4. Personal leave shall be provided at the rate of one day for every 60 days of employment.
- 5. Health insurance (medical and dental) and vision reimbursement shall be pro-rated at the same percentage as compensation (item #1). The employee may elect to waive the health insurance and take the pro-rated cash value of the waiver.
- 6. All part-time employees shall pay the same healthcare premium as stipulated in Article 14 to be deducted equally over each pay period.

**APPENDIX A**

Step Conversion		2023-24	\$500 added per step/\$750 on top step				
2022-2023	2023-2024	23-24 Step	B	M	M15	M30	M45
1	1	1	\$53,500	\$56,000	\$59,000	\$61,000	\$63,000
2	1	2	\$55,500	\$57,500	\$60,500	\$62,500	\$64,500
3	2	3	\$56,500	\$59,000	\$62,000	\$64,000	\$66,000
4	2	4	\$59,000	\$61,000	\$63,500	\$65,500	\$67,500
5	3	5	\$61,000	\$63,000	\$65,500	\$67,000	\$68,500
6	4	6	\$63,000	\$65,000	\$66,500	\$68,000	\$69,500
7	5	7	\$64,000	\$66,000	\$67,500	\$69,000	\$70,500
8	6	8	\$66,000	\$68,000	\$69,500	\$71,000	\$72,000
9	7	9	\$67,500	\$69,500	\$70,750	\$72,000	\$73,500
10	8	10	\$68,500	\$70,500	\$71,750	\$73,000	\$74,500
11	9	11	\$69,500	\$71,500	\$72,750	\$74,000	\$75,500
12	10	12	\$70,500	\$72,500	\$74,000	\$75,000	\$76,500
13	11	13	\$71,500	\$73,500	\$75,500	\$76,500	\$78,000
14	12	14	\$72,500	\$74,500	\$76,500	\$77,500	\$79,000
15	13	15	\$73,500	\$75,500	\$77,500	\$79,000	\$80,000
16	14	16	\$75,500	\$77,500	\$79,500	\$81,500	\$83,250
17	15	17	\$79,000	\$81,500	\$83,500	\$84,500	\$87,500
18	16	18	\$82,000	\$84,500	\$86,500	\$87,500	\$90,500
19	17	19	\$85,500	\$88,000	\$89,500	\$91,000	\$93,900
20	18	20	\$87,500	\$90,000	\$91,500	\$93,000	\$95,900
21	20	21	\$90,250	\$93,000	\$94,750	\$96,750	\$98,750
22	21						

<b>2024-25</b>	<b>\$500 added per step/\$750 on top step</b>				
<b>Step</b>	<b>B</b>	<b>M</b>	<b>M15</b>	<b>M30</b>	<b>M45</b>
1	\$54,000	\$56,500	\$59,500	\$61,500	\$63,500
2	\$56,000	\$58,000	\$61,000	\$63,000	\$65,000
3	\$57,000	\$59,500	\$62,500	\$64,500	\$66,500
4	\$59,500	\$61,500	\$64,000	\$66,000	\$68,000
5	\$61,500	\$63,500	\$66,000	\$67,500	\$69,000
6	\$63,500	\$65,500	\$67,000	\$68,500	\$70,000
7	\$64,500	\$66,500	\$68,000	\$69,500	\$71,000
8	\$66,500	\$68,500	\$70,000	\$71,500	\$72,500
9	\$68,000	\$70,000	\$71,250	\$72,500	\$74,000
10	\$69,000	\$71,000	\$72,250	\$73,500	\$75,000
11	\$70,000	\$72,000	\$73,250	\$74,500	\$76,000
12	\$71,000	\$73,000	\$74,500	\$75,500	\$77,000
13	\$72,000	\$74,000	\$76,000	\$77,000	\$78,500
14	\$73,000	\$75,000	\$77,000	\$78,000	\$79,500
15	\$74,000	\$76,000	\$78,000	\$79,500	\$80,500
16	\$76,000	\$78,000	\$80,000	\$82,000	\$83,750
17	\$79,500	\$82,000	\$84,000	\$85,000	\$88,000
18	\$82,500	\$85,000	\$87,000	\$88,000	\$91,000
19	\$86,000	\$88,500	\$90,000	\$91,500	\$94,400
20	\$88,000	\$90,500	\$92,000	\$93,500	\$96,400
21	\$91,000	\$93,750	\$95,500	\$97,500	\$99,500



<b>2025-26</b>	<b>\$500 added per step/\$750 on top step</b>				
<b>Step</b>	<b>B</b>	<b>M</b>	<b>M15</b>	<b>M30</b>	<b>M45</b>
1	\$54,500	\$57,000	\$60,000	\$62,000	\$64,000
2	\$56,500	\$58,500	\$61,500	\$63,500	\$65,500
3	\$57,500	\$60,000	\$63,000	\$65,000	\$67,000
4	\$60,000	\$62,000	\$64,500	\$66,500	\$68,500
5	\$62,000	\$64,000	\$66,500	\$68,000	\$69,500
6	\$64,000	\$66,000	\$67,500	\$69,000	\$70,500
7	\$65,000	\$67,000	\$68,500	\$70,000	\$71,500
8	\$67,000	\$69,000	\$70,500	\$72,000	\$73,000
9	\$68,500	\$70,500	\$71,750	\$73,000	\$74,500
10	\$69,500	\$71,500	\$72,750	\$74,000	\$75,500
11	\$70,500	\$72,500	\$73,750	\$75,000	\$76,500
12	\$71,500	\$73,500	\$75,000	\$76,000	\$77,500
13	\$72,500	\$74,500	\$76,500	\$77,500	\$79,000
14	\$73,500	\$75,500	\$77,500	\$78,500	\$80,000
15	\$74,500	\$76,500	\$78,500	\$80,000	\$81,000
16	\$76,500	\$78,500	\$80,500	\$82,500	\$84,250
17	\$80,000	\$82,500	\$84,500	\$85,500	\$88,500
18	\$83,000	\$85,500	\$87,500	\$88,500	\$91,500
19	\$86,500	\$89,000	\$90,500	\$92,000	\$94,900
20	\$88,500	\$91,000	\$92,500	\$94,000	\$96,900
21	\$91,750	\$94,500	\$96,250	\$98,250	\$100,250

<b>2026-27</b>	<b>\$500 added per step/\$750 on top step</b>				
<b>Step</b>	<b>B</b>	<b>M</b>	<b>M15</b>	<b>M30</b>	<b>M45</b>
1	\$55,000	\$57,500	\$60,500	\$62,500	\$64,500
2	\$57,000	\$59,000	\$62,000	\$64,000	\$66,000
3	\$58,000	\$60,500	\$63,500	\$65,500	\$67,500
4	\$60,500	\$62,500	\$65,000	\$67,000	\$69,000
5	\$62,500	\$64,500	\$67,000	\$68,500	\$70,000
6	\$64,500	\$66,500	\$68,000	\$69,500	\$71,000
7	\$65,500	\$67,500	\$69,000	\$70,500	\$72,000
8	\$67,500	\$69,500	\$71,000	\$72,500	\$73,500
9	\$69,000	\$71,000	\$72,250	\$73,500	\$75,000
10	\$70,000	\$72,000	\$73,250	\$74,500	\$76,000
11	\$71,000	\$73,000	\$74,250	\$75,500	\$77,000
12	\$72,000	\$74,000	\$75,500	\$76,500	\$78,000
13	\$73,000	\$75,000	\$77,000	\$78,000	\$79,500
14	\$74,000	\$76,000	\$78,000	\$79,000	\$80,500
15	\$75,000	\$77,000	\$79,000	\$80,500	\$81,500
16	\$77,000	\$79,000	\$81,000	\$83,000	\$84,750
17	\$80,500	\$83,000	\$85,000	\$86,000	\$89,000
18	\$83,500	\$86,000	\$88,000	\$89,000	\$92,000
19	\$87,000	\$89,500	\$91,000	\$92,500	\$95,400
20	\$89,000	\$91,500	\$93,000	\$94,500	\$97,400
21	\$92,500	\$95,250	\$97,000	\$99,000	\$101,000

<b>2027-28</b>	<b>\$500 added per step/\$750 on top step</b>				
<b>Step</b>	<b>B</b>	<b>M</b>	<b>M15</b>	<b>M30</b>	<b>M45</b>
1	\$55,500	\$58,000	\$61,000	\$63,000	\$65,000
2	\$57,500	\$59,500	\$62,500	\$64,500	\$66,500
3	\$58,500	\$61,000	\$64,000	\$66,000	\$68,000
4	\$61,000	\$63,000	\$65,500	\$67,500	\$69,500
5	\$63,000	\$65,000	\$67,500	\$69,000	\$70,500
6	\$65,000	\$67,000	\$68,500	\$70,000	\$71,500
7	\$66,000	\$68,000	\$69,500	\$71,000	\$72,500
8	\$68,000	\$70,000	\$71,500	\$73,000	\$74,000
9	\$69,500	\$71,500	\$72,750	\$74,000	\$75,500
10	\$70,500	\$72,500	\$73,750	\$75,000	\$76,500
11	\$71,500	\$73,500	\$74,750	\$76,000	\$77,500
12	\$72,500	\$74,500	\$76,000	\$77,000	\$78,500
13	\$73,500	\$75,500	\$77,500	\$78,500	\$80,000
14	\$74,500	\$76,500	\$78,500	\$79,500	\$81,000
15	\$75,500	\$77,500	\$79,500	\$81,000	\$82,000
16	\$77,500	\$79,500	\$81,500	\$83,500	\$85,250
17	\$81,000	\$83,500	\$85,500	\$86,500	\$89,500
18	\$84,000	\$86,500	\$88,500	\$89,500	\$92,500
19	\$87,500	\$90,000	\$91,500	\$93,000	\$95,900
20	\$89,500	\$92,000	\$93,500	\$95,000	\$97,900
21	\$93,250	\$96,000	\$97,750	\$99,750	\$101,750

## Appendix B

### Coaching Salaries

Years of Experience	2023-2028
1-2	\$244
3-4	\$280
5-6	\$308
7-8	\$338
9 or more	\$369

<b>Football</b>	26	5 Varsity Football	16
		1 9 <sup>th</sup> Grade Football Coach/Varsity Assistant Coach	12/16
		1 Junior High Head Football	12
		3 Asst. Junior High Football	11
<b>Boys Basketball</b>	20	1 Boys Varsity Basketball	13
		1 9th Grade Boys Basketball	10
		1 8th Grade Boys Basketball	10
		1 7th Grade Boys Basketball	10
<b>Girls Basketball</b>	20	1 Girls Varsity Basketball	13
		1 8th Grade Girls Basketball	10
		1 7th Grade Girls Basketball	10
<b>Boys Wrestling</b>	20	1 Varsity Wrestling	13
		1 Junior High Wrestling	11
		1 Asst. Junior High Wrestling	10
<b>Girls Wrestling</b>	20	1 Varsity Wrestling	13
		1 Junior High Wrestling	11
		1 Asst. Junior High Wrestling	10
<b>Boys Track</b>	17	3 Boys Varsity Track	11
<b>Girls Track</b>	17	3 Girls Varsity Track	11
<b>Boys Soccer</b>	16	2 Boys Varsity Soccer	11
		1 Boys Junior High Soccer	10
		1 Asst. Junior High Boys Soccer	8
<b>Girls Soccer</b>	16	2 Girls Varsity Soccer	11
		1 Girls Junior High Soccer	10
		1 Asst. Junior High Girls Soccer	8
<b>Field Hockey</b>	16	2 Varsity Field Hockey	11
		1 Junior High Field Hockey	10
		1 Asst. Junior High Field Hockey	8
<b>Baseball</b>	16	2 Varsity Baseball	11
<b>Softball</b>	16	2 Varsity Softball	11
		1 Junior High Softball	10
		1 Assistant Junior High Softball	8
<b>Boys Lacrosse</b>	16	1 Boys Varsity Assistant Coach	11
<b>Girls Lacrosse</b>	16	1 Girls Varsity Assistant Coach	11
<b>Boys Tennis</b>	11	1 Boys Varsity Assistant	8
<b>Girls Tennis</b>	11	1 Girls Varsity Assistant	8
<b>Golf</b>	11		
<b>Boys Cross Country</b>	11	JH Boys and Girls Cross Country	8
<b>Girls Cross Country</b>	11		
<b>Bowling</b>	11	1 Assistant Cheerleading	6
<b>Head Cheerleading</b>	11	1 Junior High Cheerleading	6

**\*\*\* If a Varsity Head Coach is hired to coach both the boys' and girls' sports in the same season, then that Coach shall receive an additional 50% of the attributed points for the additional sport. (i.e. – if an employee coaches the boys and girls wrestling teams, he/she will receive a total of 30 points to coach both sports)\*\*\***

**Memorandum of Understanding  
Between the  
Selinsgrove Area School District  
And the  
Selinsgrove Area Education Association**

This Memorandum of Understanding between the Selinsgrove Area School District (hereinafter referred to as the District) and the Selinsgrove Area Education Association (hereafter referred to as the Association) is entered into on the date of signature below.

It is understood and agreed upon that there was a Collective Bargaining Agreement (CBA) between the District and the Association dated and in effect from July 1, 2023 through June 30, 2028.


The current CBA is silent in regards to additional pay for when bargaining unit members are grading work for e-learning students (hybrid grading). The Parties have agreed to the following pay scale regarding hybrid grading. This pay scale will be in effect beginning July 1, 2024 and will continue through June 30, 2028.

<b>Students Per Teacher Per Semester</b>	<b>Compensation Per Semester</b>
1-5 Students	\$125
6-10 Students	\$250
11-15 Students	\$375
16-20 Students	\$500
21-25 Students	\$625
26-30 Students	\$750
31-35 Students	\$875
36+ Students	\$1000


The Parties have further agreed to the following:

- Employees interested in hybrid grading need to express their interest in writing to administration. The administrative designee will determine who shall be the hybrid grader for each course. If no one expresses an interest then the administrative designee will assign the hybrid grading for the semester.
- The number of students will be determined by the quantity of students who receive a final grade.
- Hybrid grading for a particular course may be split among employees at the discretion of the administrative designee. The pay will correspond to the student population that an individual employee has, consistent with the previous bullet point.
- Payment for hybrid grading will occur at the end of each semester.

The parties (or their duly authorized representatives) hereto have set their hands and seals on the day and year indicated below.

  
\_\_\_\_\_  
President, Selinsgrove Area School Board

5/13/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President, Selinsgrove Area Education Association

5/17/24  
\_\_\_\_\_  
Date