

TENTATIVE AGREEMENT
Between the Warren County School District and the Warren County ESPA

This document is intended to show the modifications to the CBA. Any Sections not included here will remain status quo. Any proposal made by either party and not mentioned here shall be considered withdrawn.

ARTICLE II, TERM OF AGREEMENT

The term of this Agreement shall begin on ~~the date of the execution of the Agreement~~ **July 1, 2015**, and shall continue in full force and effect until June 30, ~~2014~~ **2019**.

ARTICLE III, GRIEVANCE PROCEDURE

Section 6. ARBITRATION

- A. If any grievance is not settled in the course of the grievance procedure and either party gives notice of intent to refer the matter to arbitration within the twenty (20) day period specified in the Fifth Step, either party may within the next ten (10) days request a panel of seven (7) arbitrators from the ~~American Arbitration Association~~ **Pennsylvania Bureau of Mediation**. ~~The parties shall proceed to select an arbitrator in accordance with rules of the Association. Both parties shall be bound by the rules of the American Arbitration Association.~~
- B. The power and authority of the arbitrator shall be limited to the interpretation and application of the specific written provisions of this Agreement and he shall have no power to add to, detract from, alter or amend this Agreement in any way.
- C. The decision of the Arbitrator on any matter properly before him and within the limits of his jurisdiction shall be final and binding on the parties.
- D. The fees and expenses incident to the services of an Arbitrator shall be shared equally by the parties.
- E. Each grievance should be considered on its own merits by the Arbitrator and to control this effectively only one grievance at a time may be brought to arbitration except by mutual agreement.

ARTICLE IV, RIGHTS OF EMPLOYEES

Section 6. In addition to the items required by law and those negotiated benefits requiring employee contributions, the Board will deduct for the following additional items from the pay of each employee so authorizing:

- A. Credit Union Payments
- B. Tax Sheltered Annuities
- ~~C. U.S. Savings Bonds~~

- D. Direct Deposit
- E. United Way

ARTICLE V, ASSOCIATION RIGHTS AND PRIVILEGES

Section 7. ~~The Board shall provide copies of this Agreement to each employee and thirty (30) additional copies for the Association.~~

An electronic copy of this Agreement shall be made available to the Association for distribution to each member of the bargaining unit within three months after ratification. Each employee shall be permitted to print a single copy of the Agreement at no cost. The District shall provide copies of the Agreement to new hires. The District and the Association each shall have an original hard copy of the Agreement.

ARTICLE VI, SENIORITY

Section 5.

- A. All new employees shall serve a probationary period of sixty (60) working days. This shall be a period of adjustment and evaluation. The probationary period begins on the first day that the employee begins to work in the new position. Evaluation of a new employee's performance shall take place on the 15th, 45th and 55th work day of employment by the employee's non-bargaining unit immediate supervisor. Said evaluation shall be conducted in person with the employee and shall be reduced to writing within two (2) working days. The evaluation shall identify the employee's strengths as well as suggestions for improvements that will assist the employee in adjusting to the expectations of the job. During the probationary period, the employee shall be paid at a rate which is fifty cents (.50) less than the rate established for the position for which he/she is hired, shall not be eligible for any benefits provided under this Agreement, shall not be eligible to bid on any job opening or vacancy and may be terminated at any time without recourse to the grievance-arbitration procedure unless the employee has been rated satisfactory on the 15th, 45th, and 55th day reviews.
- B. When a new employee is hired, he/she shall not be eligible to bid on an opening or vacancy for a period of ~~nine (9) working months~~ **two (2) years**.

Section 6. Seniority and the employment relationship shall be terminated by:

- A. Quit;
- B. Discharge;
- C. Absence for two (2) days without notification of a valid reason;
- D. Layoff for twenty-four (24) months;
- E. Failure to report within five (5) working days after recall from layoff;
- F. Failure to report as scheduled from leave of absence.

Section 8.

- A. In the event that a reduction of the full-time work force becomes necessary, employees shall be selected for layoff commencing with the employee in the classification(s) and department(s) and at the location(s) affected who has the least departmental seniority and proceeding in the reverse order of departmental seniority, provided always that the employees who remain are qualified to perform the work that remains. **After District determines the persons subject to layoff, but prior to applying the bumping provisions in Section 8.C, District and Association officials will meet to determine a mutually agreeable order in which to permit the selected individuals to invoke the bumping procedures.**
- B. **Additionally, once it has been determined that a reduction in the work force becomes necessary, notwithstanding any requirement to the contrary the District shall take no steps to fill any vacancy that occurs thereafter. Such vacancies only shall be filled after the provisions of this Section 8 have been applied, at which time those vacancies that remain will be posted as required elsewhere in this Agreement.**
- ~~B. C.~~ C. Any employee who is displaced as a result of the operation of Section 8-A shall have the right to exercise his/her seniority to displace ~~another employee through one of the following options~~ **one of the following employees:**
1. ~~He/she may displace an~~ **The employee in the same classification and in the same department, the same level, and on the same shift who has less the least departmental seniority within the District,**
 2. **The employee in the same classification and in the same department, the same level, and on the same shift who has the least departmental seniority within the same attendance area.**
 - ~~2.3.~~ ~~He/she may displace an~~ **The employee in the same or a lower classification, the same or a lower level, or the same or different shift in the same department who has less the least departmental seniority within the District.**
 4. **The employee in the same or a lower classification, the same or a lower level, or the same or different shift in the same department who has the least departmental seniority within the same attendance area.**
 - ~~3.5.~~ ~~He/She may displace an~~ **The employee who possesses the least departmental seniority within the District in a classification and level which he/she formerly held in another department if he/she is qualified for the job and possesses more School District seniority than such employee.**
 6. **The employee who possesses the least departmental seniority within the same attendance area in a classification and level which he/she formerly held in another department if he/she is qualified for the job and possesses more School District seniority than such employee.**
 7. **He/she may select any vacant position within the same department and in the same or lower classification or level.**

- C.D.** Any employee displaced through the operation of paragraph ~~B~~ or through the successive operation of this paragraph **C** shall have the same right to exercise his/her seniority as set out in paragraph ~~B~~ **C** hereof.
- E.** After all bumping has occurred pursuant to Section 8.C, any employee who has no available bumping options and therefore is to be furloughed may select instead to fill any vacant bargaining unit position outside of his or her department, so long as such vacancy has been posted and has had no successful bidders and so long as the individual is qualified.
- F.** For purposes of applying this Section 8 only, the following special rules shall apply:
1. The initial employee who bumps into another position pursuant to Section 8.C.1 or 8.C.2 shall suffer no reduction in hours and/or benefits, unless mutually agreed by employee and District.
 2. The Central Office shall be considered a separate Attendance Area for the sole purpose of identifying the least senior employee in an attendance area.
 3. For purposes of determining whether or not a position is in the same shift as another, it is agreed that the first shift is considered any assignment for which the majority of the regularly scheduled work hours occur during the student day. Any other assignment shall be considered second shift.
- G.** In the event of any employee being displaced as a result of the operation of Section 8.A. such that this Section 8.C. is to be employed, then District shall be able to identify up to thirty (30) of the remaining bargaining unit positions, with no more than fifteen (15) in any single department, as those that cannot be displaced. In the event a position protected by this subsection G happens to be an employee who otherwise could be displaced pursuant to Section 8.C., then the bumping employee shall be able to bump the next least senior unprotected employee in the same department, level, shift, attendance area, etc.
- D.H.** Any employee who is displaced under this procedure shall continue to accrue departmental seniority in the department from which he/she was displaced as well as in the department, if any, to which he moved and shall continue to accrue School District seniority unless and until it shall be terminated by the operation of Section 6 of this Article. Any departmental seniority which an employee accrued prior to ratification of this Agreement shall be retained by an employee.
- E.I.** Any Class A or B employee who is unable to remain in active employment through the operation of this section shall be treated in accordance with Section 15 of this article.

F.J. Any employee who displaces another employee in accordance with this Section in a position that requires skills or abilities that are different than his/her current job shall serve a sixty (60) working day period of adjustment and evaluation. The period of adjustment and evaluation begins on the first day that the employee begins to work in the new position. Evaluation of the employee's performance shall take place on the 15th, 45th, and 55th work day by the employee's non-bargaining unit immediate supervisor. Said evaluation shall be conducted in person with the employee and shall be reduced to writing within five (5) working days. The evaluation shall identify the employee's strengths as well as suggestions for improvements that will assist the employee in adjusting to the expectations of the job. If the employee or the District determine that the employee has failed to perform satisfactorily in the new position anytime within the first sixty (60) work days, the District may remove him/her from the position and place him/her in a vacancy in his/her former department and attendance area. If no vacancy exists at the time, the employee will be placed on layoff until a vacancy occurs.

Section 10.

- A. Recalls from layoff shall be on the basis of departmental seniority, provided the employee to be recalled has the qualification to perform the work required.
- B. If the employer is unable to reach the employee to be recalled by telephone, such employee shall be notified by Certified letter with a copy sent to the Association.
- C. No new employee shall be hired until all employees on layoff who are qualified to perform the work have been recalled from layoff.
- D. Full-time employees on layoff shall have re-employment rights to part-time jobs once all employees in the part-time job group have been recalled, provided, however, that such recalled employees are qualified to perform the work and part-time employees shall have a similar right to recall to a full-time job.

1. The meaning of "full-time employees" in Article VI, Section 10 D means recalling Class A employees to Class A positions and Class B employees to Class B positions. If there are no Class A employees on layoff, Class B employees may be recalled to Class A positions. The intent of this paragraph is to clarify the meaning of "full time employees" only and does not change the application of Article VI Section 10 D. For example, part-time employees shall have rights to recall to full-time jobs.

Section 11.

- A. Any new job or any vacancy in existing job classifications may be filled initially by the Employer on a substitute basis.
- ~~B. If the opening or vacancy involves less than three (3) hours work per day or is expected to last less than ninety (90) calendar days, it will not be posted for bid. It will be filled at Administrative discretion in one of the following ways. The~~

~~Administrative discretion will be exercised to give priority to the alternatives in the order listed:~~

- ~~1. Hours may be added to the schedule of an interested and qualified employee within the building and such hours shall be paid at the rate of the job assigned.~~
- ~~2. Hours may be added to the schedule of an interested and qualified employee within the attendance area (i.e. the geographic area serviced by a high school) and such hours shall be paid at the rate of the job assigned.~~
- ~~3. An existing employee may be temporarily transferred to the opening or vacancy with his consent.~~
- ~~4. A substitute, temporary employee or new employee may be hired.~~

~~The Administration may reduce or eliminate the additional hours or reverse the temporary transfer at any time at its discretion.~~

~~C. If the opening or vacancy involves three (3) or more hours work per day and is expected to last one school year or longer, it will be treated as a permanent position and will be posted for bids pursuant to paragraph E of this section. The second or subsequent vacancies created by filling the initial vacancy will also be posted for bids but transfer of the successful bidder may be deferred at administrative discretion until the commencement of the next semester. If the transfer is deferred, the position may be filled during the interim period by hiring a substitute.~~

~~D. If the opening or vacancy involves three (3) or more hours work per day and is expected to last ninety (90) calendar days or longer but less than one full school year, it will be treated as a temporary position and will be posted for bids pursuant to paragraph E of this section. The second or subsequent vacancy created by filling the initial temporary vacancy will not be posted for bids but may be filled in any manner at Administrative discretion. Employees selected to fill temporary vacancies will be restored to their original position at the termination of the temporary vacancy.~~

B. Except as provided in Subsection C below, if an opening or vacancy is not considered permanent, it will be filled at Administrative discretion.

C. If the opening or vacancy involves three (3) or more hours work per day and is expected to last ninety (90) calendar days or longer but less than one full school year, the District will utilize the following procedures before filling the position with an individual from outside the bargaining unit:

- 1. District will provide notice of the temporary vacancy via US Mail to all employees who are on layoff status and who have ever worked in the same department in which the temporary vacancy exists.**
- 2. District will fill the temporary vacancy with the employee with the most departmental seniority who responds, in the manner prescribed by the**

notice, within seven calendar days from the date of the mailing of the notice indicating that he or she wishes to fill the temporary vacancy. Until such time as the appropriate responding employee reports to work, the vacancy will be filled at administrative discretion.

3. If no employee responds to the District notice, the vacancy will be filled at Administrative discretion.

4. The effective date of an employee's layoff shall not be extended or changed as a result of accepting an offer to fill a temporary vacancy.

5. No employee on layoff shall be required to accept an offer to fill a temporary vacancy.

6. An employee who accepts to fill a temporary vacancy shall retain recall rights to permanent positions.

District proposes to re-letter subsequent sections accordingly.

E. Any vacancy which is to be posted pursuant to this section results from some individual's permanent separation from employment shall be considered a permanent vacancy and shall be posted on a designated bulletin board in each building for not less than seven (7) working days and shall be mailed to persons on lay-off posted on the District website. The vacancy shall be posted immediately upon notification that a vacancy is to occur, or immediately after the "new job" or vacancy is created and shall include the specific position, its location, hours and wages to be paid. Such position shall be filled on a permanent or temporary basis as may be appropriate within twenty-two (22) work days of the initial date of posting, provided there are bidders who are qualified.

F. Employees desiring to bid for such jobs shall submit a written notice to the person designated on the job posting. All bids must be submitted within seven (7) working days from the initial date of posting. In selecting the successful bidder, the following rules shall apply:

1. For positions of Secondary Cafeteria Manager and Secondary Head Custodian, selection shall be made on the basis of the relative qualifications of all applicants whether from within the bargaining unit or from outside the bargaining unit. The most qualified applicant shall be awarded the position. If the qualifications of two or more applicants are relatively equal, the most senior of such relatively equal applicants shall be awarded the position.

2. For positions of Medical Assistant Aides, Aides, Secretaries and Grade 6 or higher maintenance employees, the successful bidder shall be selected:

A.1. on the basis of seniority from among qualified applicants from within the Department, and

B.2. if there are no qualified applicants from within the Department, on the basis of the relative qualifications of all applicants whether from within the bargaining unit or from outside the bargaining unit. The most qualified applicant shall be awarded the position. If the qualifications of two or more applicants are relatively equal, the most senior of such relatively equal applicants shall be awarded the position.

- ~~3. For all other positions, the successful bidder shall be selected:~~
- ~~A. on the basis of seniority from among qualified applicants from within the Department, and~~
- ~~B. if there are no qualified applicants from within the Department, on the basis of seniority among qualified applicants from outside the Department.~~
- G. Upon a written request of the Association President, the District will provide a list of all bargaining unit members who bid on a job or a vacancy and identify the successful bidder.
- H. If the vacancy cannot be filled in accordance with this procedure, the employer may hire such other person as it deems appropriate.
- I. Notification of job vacancies to employees on layoff status shall be as set forth above. ~~The School District agrees to notify persons on vacation of job vacancies in their classification.~~
- J. Copies of job postings which occur during the summer vacation period will be emailed to any employee on summer break who has provided the Office of Human Resources with ~~an adequate supply of stamped self-addressed envelopes notice of a desire to receive email notice of job postings that summer, along with a valid email address~~ for that purpose.
- K. After any employee has been selected as the successful bidder for a permanent position as a result of the application of this section, he/she shall not again be eligible to bid on an opening or vacancy for a period of ~~nine (9) working months~~ **one (1) calendar year**. **An employee holding a permanent position will be exempt from the one-year waiting period if he/she elects to bid on a permanent position that is an additional one that is scheduled for a shift that does not conflict with the current one and if he/she remains in the position he/she is holding.** ~~After any employee has been selected as the successful bidder for a temporary position as a result of the application of this section, he/she shall not again be eligible to bid on an opening or vacancy for a period of nine (9) calendar months. An employee holding a temporary position will be exempt from the nine (9) calendar month waiting period if he/she elects to bid on a permanent position that is of equal or higher pay compared to that employee's permanent position. In addition, a~~**An employee who is displaced or involuntarily transferred shall be exempt from the nine (9) calendar month one (1) calendar year** waiting period.
- L. Any employee who successfully bids on a vacancy outside his/her ~~classification department~~ shall serve a sixty (60) working day period of adjustment and evaluation. The period of adjustment and evaluation begins on the first day that the employee begins to work in the new position. Evaluation of the successful bidder's performance shall take place on the 15th, 45th and 55th work day by the employee's non-bargaining unit immediate supervisor. Said evaluation shall be

conducted in person with the employee and shall be reduced to writing within five (5) working days. The evaluation shall identify the employee's strengths as well as suggestions for improvements that will assist the employee in adjusting to the expectations of the job. If the employee or employer determine that the successful bidder has failed to perform satisfactorily in the new position anytime within the first sixty (60) work days, the District may remove him/her from the position and place him/her in a vacancy in his/her former department and attendance area. If no vacancy exists at the time, the employee will be placed on layoff until a vacancy occurs.

Section 13. An employee who successfully moves to a job in another **classification department** to avoid layoff or return to employed status with the District, shall not lose any seniority rights in the employee's **classification department**, nor forfeit rights to recall to the **classification department** held prior to layoff or anticipated layoff.

Section 15. In the event of a reduction in the work force, the Board agrees to give thirty (30) calendar days written notice terminating a Class A, Class B, or Class C employee. It is understood that such thirty (30) day period may include the summer school recess period. In the event of such notice, an employee shall be entitled to a cumulative total of thirty (30) work hours from his/her regular scheduled work for which he/she is being paid to attend to seeking new employment. It is understood that Class B and Class C employees who are given notice of layoff over the summer school recess prior to August 1 shall not be paid for such hours to seek other employment.

ARTICLE VIII, OTHER CONDITIONS OF EMPLOYMENT

Section 10. A change in work schedule of employees of this bargaining unit shall be made in accordance with the seniority of the employees in a **classification department** so affected; provided the employee shall be qualified to perform the work.

ARTICLE XI, UNPAID LEAVES OF ABSENCE

Section 6. An employee so requesting shall be granted a leave of absence without pay for ~~study, personal hardship, health or other compelling reasons~~ for a period not to exceed ~~eighteen (18) months~~ **one (1) year**. **The precise length of the leave to be taken shall be fixed at the time the leave is requested and approved, and no such leave may be extended or reduced after the leave commences except upon mutual agreement between District and the employee.** During the period of leave under this section, the employee shall be advised by the Board that he may continue to participate in the insurance programs under the Agreement by reimbursing the Board the actual cost of such programs for said employee. The employee agrees not to accept employment outside the District without Board approval which shall not be unreasonably withheld.

Section 7. An employee who is unable to work because of personal illness or disability and who has exhausted all cumulative sick leave available, shall be granted

a leave of absence without pay for a period not to exceed one (1) year. The District shall continue the employee's hospital-medical insurance until the employee has used a cumulative total of twelve weeks of such leave in each rolling 12-month period, and shall permit the employee to continue said insurance for the balance of the leave at his/her own expense by arranging to pay the premiums to the District monthly in advance of the due date. An employee will become eligible for a new 12-weeks of district-provided health insurance only after the one year anniversary of the start of any leave under this section.

Section 78. A leave of absence of up to ~~three (3)~~ **two (2)** years shall be granted to any employee upon application for the purpose of service as an officer of the Association or on its staff.

Section 89. The President of the Association or others designated by the President shall be entitled to a total of ~~twenty (20)~~ **fifteen (15)** work days leave per year for the purpose of attending conferences, conventions, seminars, or other legitimate Association business. Five of these days shall be with pay and ~~fifteen~~ **ten** shall be unpaid. Appropriate advance notice of the days and individuals involved shall be given to the Superintendent. **The Association will reimburse the District for the cost of any substitutes.**

ARTICLE XII, SICK LEAVE

Section 1. Each employee shall be credited annually with an allowance for days off for sick leave as follows:

Class A Employees - Twelve (12) days cumulative sick leave per year

Class B Employees - Ten (10) days cumulative sick leave per year

Class C Employees - Ten (10) days cumulative sick leave per year

Such year shall be the school year of July 1 through June 30. ~~No employee shall receive less sick leave allowance per year than presently allowed that individual under existing practice.~~

For this purpose a day means the number of hours the employee is ordinarily scheduled to work in a day. The District may require an employee to provide a doctor's certificate for any sick leave which lasts three (3) days or longer or in any situation where abuse is suspected.

Section 2. LEAVE OF ABSENCE

~~An employee who is unable to work because of personal illness or disability and who has exhausted all cumulative sick leave available, shall be granted a leave of absence without pay for a period not to exceed one (1) year. The District shall continue the employee's hospital-medical insurance for the first three months of such leave and shall permit the employee to continue said insurance for the balance of the leave at his/her own expense by arranging to pay the premiums to the District monthly in advance of the due date.~~

ARTICLE XIII, TEMPORARY LEAVES OF ABSENCE

An employee shall be entitled to the following temporary non-cumulative leaves of absence with pay in each year:

Section 1. PERSONAL DAY

All employees will be entitled to one personal day per year effective on the first July 1 following commencement of employment and a second personal day per year effective on the fifth July 1 following commencement of employment. A "day" shall mean the number of hours regularly worked by such employee. An employee may take such time off in one-half (1/2) day increments if he/she so desires. Unused personal leave may be accumulated for use in subsequent years to a maximum of ~~three (3) accumulated days given a maximum of~~ five (5) days total personal leave in any year. All additional unused personal days shall be converted to unused accumulated sick days.

Section 2. BEREAVEMENT

An employee shall be paid for up to five (5) consecutive calendar days at any one time for absence from work because of the death of any one of his/her father, mother, brother, sister, child, spouse, parent-in-law, **son-in-law, daughter-in-law**, grandchild, grandparent, step-parent or foster parent with whom the employee has made his home. Said five (5) day period shall begin on the date of death of such relative or the day of the funeral. An employee shall also be paid for absence from work on the day of the funeral because of the death of any near relative. A near relative is defined to mean first cousin, aunt, uncle, niece, nephew, **son-in-law, daughter-in-law**, brother-in-law or sister-in-law.

Section 3. JURY DUTY

Whenever an employee is summoned for jury **duty** or ~~witness duty is~~ **subpoenaed to provide testimony**, he/she shall be entitled to a leave of absence for time lost and shall be granted any difference between the amount of daily compensation to which he/she is entitled as a juror or witness and the amount of his/her daily compensation as an employee. The employee must provide proof of such service and the amount of pay received for such service to be eligible for this payment.

ARTICLE XIV, INSURANCE PROTECTION

Section 1. HOSPITALIZATION

The Board will **pay a portion of the premium for and** make available to **Class A and B** employees a Preferred Provider Organization Plan for health insurance in accordance with the plan design that is attached to the agreement as Appendix B.

~~Effective January 1, 2017, the PPO Plan would include:
In-network deductible = \$300/\$600 and Out-of-Network deductible = \$600/\$1200~~

~~Effective July 1, 2016, the PPO Plan would include:
Physician and Specialist = \$30
ER copay = \$100
Diagnostic Exams = \$10
Spinal Manipulation = \$10
Physical, Speech, and Occupational Therapy = \$10
Prescription Drugs = \$0/\$30 (retail) and \$0/\$60 (mail)~~

Effective July 1, 2004, Class A and B employees will contribute, through payroll deduction, the following toward the cost of monthly premiums:

	Employees paid up to \$40,000	Employees paid b/n \$40,000 and \$70,000
Individual Rate	\$43.00	\$68.00
Parent/Child Rate	\$67.00	\$92.00
Parent/Children Rate	\$69.00	\$94.00
Husband/Wife Rate	\$75.00	\$100.00
Family Rate	\$77.00	\$102.00

If the premium for the health insurance benefit provided by this Section shall increase on or after July 1, 2006, the increase shall be shared in the following proportion: The District shall pay the first 15% of such increase. Any amount of increase in excess of 15% shall be shared equally by the District and the covered employee. The employee's contribution toward the cost of coverage shall be handled by payroll deduction.

The Board shall pay up to sixty percent (60%) of the current cost of ~~each Class C employee's~~ the medical insurance program as presently in force for employees of the Board, **only for those Class C employees who were receiving such a benefit during the 2015-2016 school year.**

~~Whenever changes are made in the medical insurance provided to professional employees, whether in benefits provided or employee contribution required, the same changes will be applicable to employees covered by this Agreement.~~

Section 5. **SECTION 125 FLEXIBLE BENEFIT PLAN**

The District shall maintain a voluntary Section 125 flexible benefit plan, which allows participants to pay qualifying medical expenses on a pre-tax basis. **The Section 125 Plan shall provide for a \$500 rollover of unused funds from year to year. If an employee ceases making annual deposits to his or her Section 125 Plan Account while leaving rollover funds in it, such employee will be responsible for the associated administrative fees.**

ARTICLE XV, MAINTENANCE OF MEMBERSHIP

~~The Board agrees that all members of the Association shall be subject to the Maintenance of Membership provision as defined in Article III, Sub-section 18 of the Public Employees Relations Act 195, which provides as follows:~~

~~Maintenance of Membership means that all employees who have joined an employee organization or who join the employee organization in the future must remain members for the duration of a collective bargaining agreement so providing with the proviso that any such employee or employees may resign from such employee organization during a period of fifteen (15) days prior to the expiration of any such agreement.~~

ARTICLE XVI, VACATION

Section 10. ~~An~~ **Until June 30, 2017, an** employee may elect to carry over unused vacation entitlement to a maximum of twenty (20) days in addition to his/her vacation entitlement listed in section one (1) of this Article. **Effective July 1, 2017, an employee may elect to carry over unused vacation entitlement to a maximum of ten (10) days.**

ARTICLE XIX, WAGES

Section 1. Wages for each job classification shall be reflected on a 10-step system found on Schedule A attached hereto and incorporated herein by reference. Newly hired employees shall be placed on Step 1 of the wage scale and advance to Steps 2, 3, 4, 5, 6, 7, 8, 9, and 10 on the anniversary dates of the contract. Such employees hired three months or less prior to July of any year will not advance to Step 2 until the second July 1 after that employee's initial date of hire. Thereafter, that employee will advance to Steps 3, 4, 5, 6, 7, 8, 9, and 10 on the anniversary dates of the contract. The District retains the right to hire an employee at a higher step.

When an employee moves for any reason from one classification to another, that employee will be placed on the same step on the scale as the step from which the employee is moving.

~~Tier II employees (those hired after July 1, 1987, but before ratification of the 2009-2014 Agreement) shall be placed on Step 10 of the 10-step system and receive salary increases of 3.25% in each year of this five-year agreement.~~

Employees hired after July 1, 1987, are on scale. The scales shall be increased as follows:

2015-2016 – wage freeze no step movement

2016-2017 – \$0.52 per hour, retroactive to July 1, 2016

2017-2018 – \$0.40 per hour

2018-2019 – \$0.35 per hour

~~Tier I employees (those hired prior to July 1, 1987)~~ **Employees hired prior to July 1, 1987, are off the 10-step system and shall receive salary increases of 3.25% in each year of this five-year agreement, as follows:**

2015-2016 – wage freeze

2016-2017 – \$0.52 per hour, retroactive to July 1, 2016

2017-2018 – \$0.40 per hour

2018-2019 – \$0.35 per hour

Section 2. Any employee who is required to work in excess of forty (40) hours shall be paid at the rate of time and one-half for any hours in excess of forty (40) hours in any one week. Holidays, vacation days and paid leaves of absence shall **not** be counted in determining whether an employee has worked forty (40) hours in any one week. An employee shall be paid time and one-half for the hours worked in addition to the holiday pay for working on paid holidays.

Section 4. **PAID LUNCH**

Cafeteria employees shall be ~~provided~~ **permitted to purchase** one adult lunch **at one third of the price otherwise charged by the District**, when they are working on their assigned workday.

Section 5. ~~When an employee is absent from work temporarily, his/her position shall be filled by the employee next lowest in seniority in that Department, Building and Shift, who is qualified and trained and who shall be paid the higher of the rates for the two jobs involved as calculated under Section 6 below; provided, that where the one transfer is made as a result of one employee's absence, no other changes in rates shall be made other than for the employee who is absent except where the transfer lasts ten days or more in which case all affected rates will be adjusted effective from the first days of transfer. In the event of all other temporary transfers to a different job classification, the employee shall be paid the higher of the rates for the two jobs involved as calculated in accordance with Section 6 below.~~ **In the event an employee is required by District to fill another position on a temporary basis, the employee will be paid, for such hours worked in the temporary position, either his or her regular rate or the rate of the position he or she is filling, whichever is higher. If an employee is the successful bidder to fill a vacancy pursuant to Article VI, Section 11.C, then he or she shall be paid the rate of the position he or she is filling for those hours worked in that position.**

~~Section 6. In the event an employee moves to a job which, in accordance with this Agreement, entitles him/her to a higher or lower minimum rate than his/her present job classification, his/her rate shall be calculated by increasing or decreasing his/her then present rate by an amount based on the difference between the minimum rate for the job classification which he is leaving and the minimum rate for the job classification to which he/she is transferring.~~

ARTICLE XX, RETIREMENT OF EMPLOYEES

Section 1. **RETIREMENT OF EMPLOYEE**

Upon the retirement of an employee, provided such employee has worked at least ten (10) years for the Board, or upon the death in service of an employee who has worked at least five (5) years for the Board, the employee or his/her beneficiary

will receive \$20.00 per day for all accumulated unused sick leave. If an employee has worked at least twenty (20) years for the Board, the employee or his/her beneficiary will receive ~~\$35.00~~ \$45.00 per day for all accumulated, unused sick leave.

Section 2. An employee who retires from the School District on normal super-annuation retirement or disability retirement shall be entitled to continue to participate in the District's Hospitalization Insurance Program at his/her own expense by arranging to pay the premiums to the District ~~quarterly~~ monthly in advance of the due date.

Section 3. Effective July 1, 1997, for those who retire from the District on or after July 1, 1997, at age 58 or older with twenty (20) years of public school employee service, at least ten (10) of which are in the District, the Board will pay toward their hospital, medical and major medical insurance from the time of the employee's retirement until such employee is eligible for Medicare or any successor program an amount equal to:

Class A & B Employees 100% of the rate in effect on July 1, 1994.

~~Class C Employees 60% of the rate in effect on July 1, 1994.~~

Custodial Department - Grade 6 - Class A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$14.56	\$14.56	\$15.08	\$15.48	\$15.83
2	\$14.82	\$14.82	\$15.34	\$15.74	\$16.09
3	\$15.09	\$15.09	\$15.61	\$16.01	\$16.36
4	\$15.36	\$15.36	\$15.88	\$16.28	\$16.63
5	\$15.56	\$15.56	\$16.08	\$16.48	\$16.83
6	\$15.76	\$15.76	\$16.28	\$16.68	\$17.03
7	\$15.95	\$15.95	\$16.47	\$16.87	\$17.22
8	\$16.15	\$16.15	\$16.67	\$17.07	\$17.42
9	\$16.35	\$16.35	\$16.87	\$17.27	\$17.62
10	\$17.14	\$17.14	\$17.66	\$18.06	\$18.41

Custodial Department - Grade 6 - Secondary Head Custodian

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$14.57	\$14.57	\$15.09	\$15.49	\$15.84
2	\$14.83	\$14.83	\$15.35	\$15.75	\$16.10
3	\$15.10	\$15.10	\$15.62	\$16.02	\$16.37
4	\$15.37	\$15.37	\$15.89	\$16.29	\$16.64
5	\$15.57	\$15.57	\$16.09	\$16.49	\$16.84
6	\$15.77	\$15.77	\$16.29	\$16.69	\$17.04
7	\$15.97	\$15.97	\$16.49	\$16.89	\$17.24
8	\$16.16	\$16.16	\$16.68	\$17.08	\$17.43
9	\$16.36	\$16.36	\$16.88	\$17.28	\$17.63
10	\$17.16	\$17.16	\$17.68	\$18.08	\$18.43

Custodial Department - Grade 3 - Class A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.95	\$12.95	\$13.47	\$13.87	\$14.22
2	\$13.16	\$13.16	\$13.68	\$14.08	\$14.43
3	\$13.37	\$13.37	\$13.89	\$14.29	\$14.64
4	\$13.59	\$13.59	\$14.11	\$14.51	\$14.86
5	\$13.79	\$13.79	\$14.31	\$14.71	\$15.06
6	\$13.98	\$13.98	\$14.50	\$14.90	\$15.25
7	\$14.18	\$14.18	\$14.70	\$15.10	\$15.45
8	\$14.38	\$14.38	\$14.90	\$15.30	\$15.65
9	\$14.58	\$14.58	\$15.10	\$15.50	\$15.85
10	\$15.37	\$15.37	\$15.89	\$16.29	\$16.64

Custodial Department - HH - Class A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$10.74	\$10.74	\$11.26	\$11.66	\$12.01
2	\$10.88	\$10.88	\$11.40	\$11.80	\$12.15
3	\$11.02	\$11.02	\$11.54	\$11.94	\$12.29
4	\$11.16	\$11.16	\$11.68	\$12.08	\$12.43
5	\$11.36	\$11.36	\$11.88	\$12.28	\$12.63
6	\$11.56	\$11.56	\$12.08	\$12.48	\$12.83
7	\$11.75	\$11.75	\$12.27	\$12.67	\$13.02
8	\$11.95	\$11.95	\$12.47	\$12.87	\$13.22
9	\$12.15	\$12.15	\$12.67	\$13.07	\$13.42
10	\$12.94	\$12.94	\$13.46	\$13.86	\$14.21

Custodial Department - HH - Class B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$10.57	\$10.57	\$11.09	\$11.49	\$11.84
2	\$10.70	\$10.70	\$11.22	\$11.62	\$11.97
3	\$10.84	\$10.84	\$11.36	\$11.76	\$12.11
4	\$10.97	\$10.97	\$11.49	\$11.89	\$12.24
5	\$11.17	\$11.17	\$11.69	\$12.09	\$12.44
6	\$11.37	\$11.37	\$11.89	\$12.29	\$12.64
7	\$11.57	\$11.57	\$12.09	\$12.49	\$12.84
8	\$11.76	\$11.76	\$12.28	\$12.68	\$13.03
9	\$11.96	\$11.96	\$12.48	\$12.88	\$13.23
10	\$12.75	\$12.75	\$13.27	\$13.67	\$14.02

Cafeteria - Grade 4 B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$8.97	\$8.97	\$9.49	\$9.89	\$10.24
2	\$9.05	\$9.05	\$9.57	\$9.97	\$10.32
3	\$9.13	\$9.13	\$9.65	\$10.05	\$10.40
4	\$9.21	\$9.21	\$9.73	\$10.13	\$10.48
5	\$9.41	\$9.41	\$9.93	\$10.33	\$10.68
6	\$9.61	\$9.61	\$10.13	\$10.53	\$10.88
7	\$9.81	\$9.81	\$10.33	\$10.73	\$11.08
8	\$10.00	\$10.00	\$10.52	\$10.92	\$11.27
9	\$10.20	\$10.20	\$10.72	\$11.12	\$11.47
10	\$10.99	\$10.99	\$11.51	\$11.91	\$12.26

Cafeteria - Grade 3 B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$10.40	\$10.40	\$10.92	\$11.32	\$11.67
2	\$10.53	\$10.53	\$11.05	\$11.45	\$11.80
3	\$10.66	\$10.66	\$11.18	\$11.58	\$11.93
4	\$10.78	\$10.78	\$11.30	\$11.70	\$12.05
5	\$10.98	\$10.98	\$11.50	\$11.90	\$12.25
6	\$11.18	\$11.18	\$11.70	\$12.10	\$12.45
7	\$11.38	\$11.38	\$11.90	\$12.30	\$12.65
8	\$11.58	\$11.58	\$12.10	\$12.50	\$12.85
9	\$11.77	\$11.77	\$12.29	\$12.69	\$13.04
10	\$12.57	\$12.57	\$13.09	\$13.49	\$13.84

Cafeteria - Grade 2 B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.31	\$12.31	\$12.83	\$13.23	\$13.58
2	\$12.50	\$12.50	\$13.02	\$13.42	\$13.77
3	\$12.69	\$12.69	\$13.21	\$13.61	\$13.96
4	\$12.88	\$12.88	\$13.40	\$13.80	\$14.15
5	\$13.08	\$13.08	\$13.60	\$14.00	\$14.35
6	\$13.28	\$13.28	\$13.80	\$14.20	\$14.55
7	\$13.48	\$13.48	\$14.00	\$14.40	\$14.75
8	\$13.68	\$13.68	\$14.20	\$14.60	\$14.95
9	\$13.88	\$13.88	\$14.40	\$14.80	\$15.15
10	\$14.67	\$14.67	\$15.19	\$15.59	\$15.94

Cafeteria - Secondary Manger B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.31	\$12.31	\$12.83	\$13.23	\$13.58
2	\$12.50	\$12.50	\$13.02	\$13.42	\$13.77
3	\$12.69	\$12.69	\$13.21	\$13.61	\$13.96
4	\$12.88	\$12.88	\$13.40	\$13.80	\$14.15
5	\$13.08	\$13.08	\$13.60	\$14.00	\$14.35
6	\$13.28	\$13.28	\$13.80	\$14.20	\$14.55
7	\$13.48	\$13.48	\$14.00	\$14.40	\$14.75
8	\$13.68	\$13.68	\$14.20	\$14.60	\$14.95
9	\$13.88	\$13.88	\$14.40	\$14.80	\$15.15
10	\$14.67	\$14.67	\$15.19	\$15.59	\$15.94

Maintenance - Technology Technician

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$19.32	\$19.32	\$19.84	\$20.24	\$20.59
2	\$19.74	\$19.74	\$20.26	\$20.66	\$21.01
3	\$20.17	\$20.17	\$20.69	\$21.09	\$21.44
4	\$20.61	\$20.61	\$21.13	\$21.53	\$21.88
5	\$20.80	\$20.80	\$21.32	\$21.72	\$22.07
6	\$21.00	\$21.00	\$21.52	\$21.92	\$22.27
7	\$21.20	\$21.20	\$21.72	\$22.12	\$22.47
8	\$21.40	\$21.40	\$21.92	\$22.32	\$22.67
9	\$21.60	\$21.60	\$22.12	\$22.52	\$22.87
10	\$22.39	\$22.39	\$22.91	\$23.31	\$23.66

Maintenance - Maintenance Trades Worker

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$18.63	\$18.63	\$19.15	\$19.55	\$19.90
2	\$19.03	\$19.03	\$19.55	\$19.95	\$20.30
3	\$19.43	\$19.43	\$19.95	\$20.35	\$20.70
4	\$19.84	\$19.84	\$20.36	\$20.76	\$21.11
5	\$20.04	\$20.04	\$20.56	\$20.96	\$21.31
6	\$20.24	\$20.24	\$20.76	\$21.16	\$21.51
7	\$20.44	\$20.44	\$20.96	\$21.36	\$21.71
8	\$20.64	\$20.64	\$21.16	\$21.56	\$21.91
9	\$20.83	\$20.83	\$21.35	\$21.75	\$22.10
10	\$21.63	\$21.63	\$22.15	\$22.55	\$22.90

Maintenance - Supervisor A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$17.03	\$17.03	\$17.55	\$17.95	\$18.30
2	\$17.38	\$17.38	\$17.90	\$18.30	\$18.65
3	\$17.73	\$17.73	\$18.25	\$18.65	\$19.00
4	\$18.08	\$18.08	\$18.60	\$19.00	\$19.35
5	\$18.28	\$18.28	\$18.80	\$19.20	\$19.55
6	\$18.48	\$18.48	\$19.00	\$19.40	\$19.75
7	\$18.68	\$18.68	\$19.20	\$19.60	\$19.95
8	\$18.88	\$18.88	\$19.40	\$19.80	\$20.15
9	\$19.07	\$19.07	\$19.59	\$19.99	\$20.34
10	\$19.87	\$19.87	\$20.39	\$20.79	\$21.14

Maintenance - Grade 6

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$15.57	\$15.57	\$16.09	\$16.49	\$16.84
2	\$15.87	\$15.87	\$16.39	\$16.79	\$17.14
3	\$16.17	\$16.17	\$16.69	\$17.09	\$17.44
4	\$16.48	\$16.48	\$17.00	\$17.40	\$17.75
5	\$16.67	\$16.67	\$17.19	\$17.59	\$17.94
6	\$16.87	\$16.87	\$17.39	\$17.79	\$18.14
7	\$17.07	\$17.07	\$17.59	\$17.99	\$18.34
8	\$17.27	\$17.27	\$17.79	\$18.19	\$18.54
9	\$17.47	\$17.47	\$17.99	\$18.39	\$18.74
10	\$18.26	\$18.26	\$18.78	\$19.18	\$19.53

Maintenance - Grade 3

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$13.84	\$13.84	\$14.36	\$14.76	\$15.11
2	\$14.08	\$14.08	\$14.60	\$15.00	\$15.35
3	\$14.33	\$14.33	\$14.85	\$15.25	\$15.60
4	\$14.57	\$14.57	\$15.09	\$15.49	\$15.84
5	\$14.77	\$14.77	\$15.29	\$15.69	\$16.04
6	\$14.97	\$14.97	\$15.49	\$15.89	\$16.24
7	\$15.17	\$15.17	\$15.69	\$16.09	\$16.44
8	\$15.37	\$15.37	\$15.89	\$16.29	\$16.64
9	\$15.56	\$15.56	\$16.08	\$16.48	\$16.83
10	\$16.36	\$16.36	\$16.88	\$17.28	\$17.63

Secretary - Class A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.68	\$12.68	\$13.20	\$13.60	\$13.95
2	\$12.88	\$12.88	\$13.40	\$13.80	\$14.15
3	\$13.09	\$13.09	\$13.61	\$14.01	\$14.36
4	\$13.30	\$13.30	\$13.82	\$14.22	\$14.57
5	\$13.49	\$13.49	\$14.01	\$14.41	\$14.76
6	\$13.69	\$13.69	\$14.21	\$14.61	\$14.96
7	\$13.89	\$13.89	\$14.41	\$14.81	\$15.16
8	\$14.09	\$14.09	\$14.61	\$15.01	\$15.36
9	\$14.29	\$14.29	\$14.81	\$15.21	\$15.56
10	\$15.08	\$15.08	\$15.60	\$16.00	\$16.35

Secretary - Class B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.51	\$12.51	\$13.03	\$13.43	\$13.78
2	\$12.71	\$12.71	\$13.23	\$13.63	\$13.98
3	\$12.91	\$12.91	\$13.43	\$13.83	\$14.18
4	\$13.11	\$13.11	\$13.63	\$14.03	\$14.38
5	\$13.31	\$13.31	\$13.83	\$14.23	\$14.58
6	\$13.50	\$13.50	\$14.02	\$14.42	\$14.77
7	\$13.70	\$13.70	\$14.22	\$14.62	\$14.97
8	\$13.90	\$13.90	\$14.42	\$14.82	\$15.17
9	\$14.10	\$14.10	\$14.62	\$15.02	\$15.37
10	\$14.89	\$14.89	\$15.41	\$15.81	\$16.16

Secretary to Director - Class A

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$13.37	\$13.37	\$13.89	\$14.29	\$14.64
2	\$13.60	\$13.60	\$14.12	\$14.52	\$14.87
3	\$13.83	\$13.83	\$14.35	\$14.75	\$15.10
4	\$14.06	\$14.06	\$14.58	\$14.98	\$15.33
5	\$14.26	\$14.26	\$14.78	\$15.18	\$15.53
6	\$14.45	\$14.45	\$14.97	\$15.37	\$15.72
7	\$14.65	\$14.65	\$15.17	\$15.57	\$15.92
8	\$14.85	\$14.85	\$15.37	\$15.77	\$16.12
9	\$15.05	\$15.05	\$15.57	\$15.97	\$16.32
10	\$15.84	\$15.84	\$16.36	\$16.76	\$17.11

Secretary to Director - Class B

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$13.14	\$13.14	\$13.66	\$14.06	\$14.41
2	\$13.36	\$13.36	\$13.88	\$14.28	\$14.63
3	\$13.58	\$13.58	\$14.10	\$14.50	\$14.85
4	\$13.80	\$13.80	\$14.32	\$14.72	\$15.07
5	\$14.00	\$14.00	\$14.52	\$14.92	\$15.27
6	\$14.20	\$14.20	\$14.72	\$15.12	\$15.47
7	\$14.39	\$14.39	\$14.91	\$15.31	\$15.66
8	\$14.59	\$14.59	\$15.11	\$15.51	\$15.86
9	\$14.79	\$14.79	\$15.31	\$15.71	\$16.06
10	\$15.58	\$15.58	\$16.10	\$16.50	\$16.85

Delinquent Tax Clerk

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$12.68	\$12.68	\$13.20	\$13.60	\$13.95
2	\$12.88	\$12.88	\$13.40	\$13.80	\$14.15
3	\$13.09	\$13.09	\$13.61	\$14.01	\$14.36
4	\$13.30	\$13.30	\$13.82	\$14.22	\$14.57
5	\$13.49	\$13.49	\$14.01	\$14.41	\$14.76
6	\$13.69	\$13.69	\$14.21	\$14.61	\$14.96
7	\$13.89	\$13.89	\$14.41	\$14.81	\$15.16
8	\$14.09	\$14.09	\$14.61	\$15.01	\$15.36
9	\$14.29	\$14.29	\$14.81	\$15.21	\$15.56
10	\$15.08	\$15.08	\$15.60	\$16.00	\$16.35

Classroom Aides - Class B&C

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$10.83	\$10.83	\$11.35	\$11.75	\$12.10
2	\$10.98	\$10.98	\$11.50	\$11.90	\$12.25
3	\$11.12	\$11.12	\$11.64	\$12.04	\$12.39
4	\$11.27	\$11.27	\$11.79	\$12.19	\$12.54
5	\$11.46	\$11.46	\$11.98	\$12.38	\$12.73
6	\$11.66	\$11.66	\$12.18	\$12.58	\$12.93
7	\$11.86	\$11.86	\$12.38	\$12.78	\$13.13
8	\$12.06	\$12.06	\$12.58	\$12.98	\$13.33
9	\$12.26	\$12.26	\$12.78	\$13.18	\$13.53
10	\$13.05	\$13.05	\$13.57	\$13.97	\$14.32

Medical Assistant Aides

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$13.69	\$13.69	\$14.21	\$14.61	\$14.96
2	\$13.93	\$13.93	\$14.45	\$14.85	\$15.20
3	\$14.17	\$14.17	\$14.69	\$15.09	\$15.44
4	\$14.41	\$14.41	\$14.93	\$15.33	\$15.68
5	\$14.61	\$14.61	\$15.13	\$15.53	\$15.88
6	\$14.81	\$14.81	\$15.33	\$15.73	\$16.08
7	\$15.01	\$15.01	\$15.53	\$15.93	\$16.28
8	\$15.20	\$15.20	\$15.72	\$16.12	\$16.47
9	\$15.40	\$15.40	\$15.92	\$16.32	\$16.67
10	\$16.19	\$16.19	\$16.71	\$17.11	\$17.46

Attendance Officer

Step	Base Year	2015-2016	2016-2017	2017-2018	2018-2019
1	\$18.19	\$18.19	\$18.71	\$19.11	\$19.46
2	\$18.58	\$18.58	\$19.10	\$19.50	\$19.85
3	\$18.97	\$18.97	\$19.49	\$19.89	\$20.24
4	\$19.36	\$19.36	\$19.88	\$20.28	\$20.63
5	\$19.56	\$19.56	\$20.08	\$20.48	\$20.83
6	\$19.76	\$19.76	\$20.28	\$20.68	\$21.03
7	\$19.96	\$19.96	\$20.48	\$20.88	\$21.23
8	\$20.15	\$20.15	\$20.67	\$21.07	\$21.42
9	\$20.35	\$20.35	\$20.87	\$21.27	\$21.62
10	\$21.14	\$21.14	\$21.66	\$22.06	\$22.41

Warren County School District

Overview of PPOBlue Medical Plan

Non-Grandfathered

BENEFIT	PPOBlue Medical Plan	
	In-Network Care ¹	Out-of-Network Care ^{1,2}
Policy Provisions		
Benefit Period	Calendar Year	
Calendar Year Deductible (Individual/Family) ³	\$300 / \$600	\$600 / \$1,200
Co-Insurance (The Plan Pays) ⁴	100% after deductible	70% after deductible
Annual Out of Pocket Maximum (Individual/Family) ³	Not Applicable <i>Does not apply when the in-network co-insurance is 100% after deductible</i>	\$2,000 / \$4,000 ⁴ (not including deductibles) (not including balance billing)
Total Maximum Out-of-Pocket (Individual/Family) ⁵ (includes medical & prescription drug deductible, coinsurance, & copays)	\$6,350 / \$12,700	Not Applicable
Lifetime Maximum Per Person	Unlimited	
Dependent Eligibility	Dependents to age 26	
Pre-certification Requirements	Yes (provider responsibility)	Yes ⁶
Preventive Care Services		
Routine Physical Exams (adult or pediatric)	100% (deductible does not apply)	Not Covered
Routine Gynecological Exams, Including PAP Test	100% (deductible does not apply)	70% (deductible does not apply)
Adult Immunizations	100% (deductible does not apply)	70% after deductible
Childhood Immunizations	100% (deductible does not apply)	70% (deductible does not apply)
Mammograms - Routine	100% (deductible does not apply)	70% after deductible
Colorectal Cancer Screening - Routine	100% (deductible does not apply)	70% after deductible
Hospital / Physician Services		
Physician & Specialist Office Visits	100% after \$30 copay per visit	70% after deductible <i>Combined limit of 15 primary/specialist visits per benefit period</i>
Maternity Care (facility & professional)	100% after deductible	70% after deductible
Inpatient Hospital Services	100% after deductible	70% after deductible
Outpatient Hospital Services	100% after deductible	70% after deductible
Medical/Surgical Services (except office visits)	100% after deductible	70% after deductible
Diagnostic Services	100% after \$10 copay	70% after deductible
Advanced Imaging (MRI, CAT Scan, PET Scan, etc)	per date of service per provider	70% after deductible
Basic Diagnostic Services (Standard Imaging, Diagnostic Medical, Lab/Pathology, Allergy Testing)	100% after \$10 copay per date of service per provider	70% after deductible
Mammograms - Medically Necessary	100% (deductible does not apply)	70% after deductible
Colorectal Cancer Screening - Medically Necessary	100% (deductible does not apply)	70% after deductible
Allergy Extracts	100% after deductible	70% after deductible
Transplant Services	100% after deductible	70% after deductible
Emergency Services		
Emergency Room Services ⁷	100% after \$100 copay per visit (waived if admitted) <i>Notes: If inpatient admission occurs, deductible will apply. If outpatient observation occurs, copay will apply.</i>	
Ambulance	100% after deductible	
Therapy Services		
Spinal Manipulation Services	100% after \$10 copay per visit	70% after deductible
	<i>Specialist office visit copay may apply, if an office visit is billed. If your chiropractor bills physical therapy services and spinal manipulations, copayments will apply to the physical therapy services.</i>	
	<i>Combined Limit: 25 visits per benefit period</i>	
Physical, Speech, & Occupational Therapy Services	100% after \$10 copay per visit <i>Specialist office visit copay may apply, if an office visit is billed.</i>	70% after deductible
Cardiac Rehabilitation, Chemotherapy, & Dialysis Treatment	100% after deductible	70% after deductible
Infusion & Radiation Therapy Services	100% after deductible	70% after deductible
Respiratory Therapy Services ⁸	100% after deductible	

Warren County School District

Overview of PPOBlue Medical Plan

Non-Grandfathered

BENEFIT	PPOBlue Medical Plan	
	In-Network Care ¹	Out-of-Network Care ^{1,2}
Behavioral Health Services		
Mental Health - Inpatient	100% after deductible	70% after deductible
Mental Health - Outpatient	100% (deductible does not apply)	70% (deductible does not apply)
Substance Abuse - Inpatient Detoxification	100% after deductible	70% after deductible
Substance Abuse - Inpatient Rehabilitation	100% after deductible	70% after deductible
Substance Abuse - Outpatient Rehabilitation	100% (deductible does not apply)	70% (deductible does not apply)
Other Services		
Dental Services Related to Accidental Injury	100% after deductible	70% after deductible
Diabetes Treatment	100% after deductible	70% after deductible
Durable Medical Equipment	100% after deductible	70% after deductible
Enteral Formulae	100% (deductible does not apply)	70% (deductible does not apply)
Home Infusion Therapy	100% after deductible	
Home Health Care	100% after deductible	
	<i>Combined Limit: 100 visits per benefit period</i>	
Hospice Care	100% after deductible	70% after deductible
Infertility Counseling, Testing and Treatment ³	100% after deductible	70% after deductible
Orthotics	100% after deductible	70% after deductible
Pediatric Extended Care Services	100% after deductible	70% after deductible
	<i>Combined Limit: 100 days per benefit period</i>	
Private Duty Nursing	100% after deductible	
	<i>Combined Limit: \$20,000 maximum per benefit period</i>	
Prosthetics	100% after deductible	70% after deductible
Skilled Nursing Facility	100% after deductible	70% after deductible
		<i>Limit: 100 days benefit period</i>
Prescription Drugs		
Prescription Drug Deductible	None	
Prescription Drug (Retail)	\$0 Generic / \$30 Brand Copays	
	Up to a 31 day supply	
	National Pharmacy Network	
	Closed Formulary with Hard Mandatory Generic Provision ⁹	
Prescription Drug (Mail Order)	\$0 Generic / \$60 Brand Copays	
	Up to a 90 day supply	
	Closed Formulary with Hard Mandatory Generic Provision ⁹	

¹ You may be responsible for a facility fee, clinic charge or similar fee or charge (in addition to any professional fees) if your office visit or service is provided at a location that qualifies as a hospital department or a satellite building of a hospital.

² Precertification may be required for services rendered by Out-of-Network Providers.

³ Does not apply to prescription drug benefits.

⁴ Non-participating providers or those who are not in the Highmark network can bill members for the difference between the amount that the non-participating provider bills and the payment Highmark will make for the covered services that are performed by the non-participating provider. This is referred to as balance billing and the member's liability is not limited by the health plan. Balance billing liabilities are above and beyond the out-of-pocket maximum listed on this benefit grid.

⁵ The in-network total maximum out-of-pocket as mandated by the federal government must include medical & prescription drug deductible, coinsurance, & copays.

⁶ HMS must be contacted prior to a planned inpatient admission or within 48 hours of an emergency or maternity-related inpatient admission. Some facility providers will contact HMS and obtain precertification of the inpatient admission on your behalf. Be sure to verify that your provider is contacting HMS for precertification. If not, you are responsible for contacting HMS. If this does not occur and it is later determined that all or part of the inpatient stay was not medically necessary or appropriate, you will be responsible for payment of any costs incurred.

⁷ Emergency service is any health care service provided to a member after the sudden onset of a medical condition that manifests itself by acute symptoms of sufficient severity or severe pain, such that a prudent layperson who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in: a) placing the health of the member, or, with respect to a pregnant woman, the health of the woman or her unborn child, in serious jeopardy; b) serious impairment to bodily functions; or c) serious dysfunction of any bodily organ or part.

⁸ Treatment includes coverage for the correction of a physical or medical problem associated with infertility. Infertility drug therapy may or may not be covered depending on your group's prescription drug program.

⁹ Under the Hard Mandatory Generic Provision, the member is responsible for the payment differential when a generic drug is available and the doctor or patient elects to purchase a brand name drug. The member payment is the price difference between the generic and the brand name, in addition to copayment or coinsurance amounts which apply.