

COLLECTIVE BARGAINING AGREEMENT

BETWEEN THE

MUHLENBERG SCHOOL DISTRICT

AND THE

MUHLENBERG EDUCATION

ASSOCIATION



FOR THE PERIOD

JULY 1, 2023 TO JUNE 30, 2028

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AGREEMENT

THIS AGREEMENT, made this ____ day of January, 2023, by and between the SCHOOL DISTRICT OF MUHLENBERG, of Berks County, Pennsylvania, hereinafter called the "Employer,"

AND

THE MUHLENBERG EDUCATION ASSOCIATION, an unincorporated association, hereinafter called "Association."

WITNESSETH:

The parties hereto agree as follows:

- I. **RECOGNITION.** Employer recognizes the Association as the exclusive bargaining agent for the professional employees, hereinafter called "Employees," of the Employer included in the bargaining unit for which the Association has been certified as the exclusive bargaining unit.
- II. **PURPOSE.** This Agreement sets forth the wages, hours and conditions of employment for the Employees of Employer who are in said bargaining unit.
- III. **TERM OF AGREEMENT.** The term of this Agreement shall begin on July 1, 2023, and shall continue in full force and effect until June 30, 2028.
- IV. **WAIVER.** The parties hereto agree that, during the term of this Agreement, no additional negotiations on this Agreement shall be conducted on any item, which is within the scope of bargaining under the Public Employee Relations Act, Act 195, whether specifically referred to herein or not.
- V. **NOTICES.** Unless otherwise set forth, notices to be given pursuant to this Agreement or any of its exhibits shall be given in writing and shall be served by use of the Employer's usual mail system.
- VI. **ASSOCIATION BUSINESS.**
 - A. All Association business shall be conducted outside of working hours and at no expense to Employer provided, however, that officers of the Association and building representatives in each building may conduct Association business during the school day provided it is not done during such person's instructional time. "Instructional time" shall include all class time, study halls, homeroom periods, club time and any other time during which a teacher either instructs or supervises students.

Preparation periods, lunch periods and other non-assignment time shall not be construed to be "instructional time."

- B. Employees shall not discuss Association-District relationships in class with students.

VII. MEET AND DISCUSS. A committee of the representatives of the Association may request meetings with a Committee of School Administrators no more frequently than one (1) time per month to meet and discuss such matters as are required to be subject to "Meet and Discuss" by Act 195, provided that the request for such meeting is made at least five (5) days in advance of the meeting and provided that any agenda for the matters to be discussed at said meeting shall be furnished at the time the request is made. Unless agreed to by the parties, grievances shall not be discussed at such meetings. Such meetings shall be held at times mutually agreeable to the two (2) committees, but not during regular hours of employment unless agreed to by the Employer. Participants of a meeting may mutually agree to hold continued meetings on matter on the agenda of the meeting. Members of the School Board of Employer may attend Meet and Discuss meetings.

VIII. MANAGEMENT CLAUSE. The Employer shall retain all of its rights of management which are not inconsistent with this Agreement whether or not considered by the parties hereto during the negotiation of this Agreement. Any of the rights, powers, functions or authority which the Employer had prior to the signing of this Agreement, including but not limited to those in respect to wages, hours of employment or conditions of work except as they are specifically abridged or modified by this Agreement, are retained by the Employer and shall not be subject to negotiation during the term of this Agreement.

IX. NO STRIKES OR LOCKOUTS. The Employer shall not conduct or cause to be conducted a lockout during the term of this Agreement. During the term of this Agreement, there shall be no strike as that work is defined in Act 195, by the Employees covered by this Agreement.

X. PAYMENT OF DUES TO ASSOCIATION AND DUES DEDUCTION.

- A. Non-payment of dues to the Association by any Employee covered by this Agreement shall not be a condition of employment.

- B. Dues Deduction.

- 1. Employer shall deduct from the Employees' salaries an amount to cover the dues of the Association, the dues of the Pennsylvania State Education Association and the dues of the National Education Association, or any one or combination of such Association as the Employee individually or voluntarily authorizes the Employer to deduct, and to transmit the moneys so deducted to the treasurer of

the Association within ten (10) days after such deductions are made. The Association shall disburse such moneys to the appropriate Association or Associations.

2. The Association shall furnish to Employer individual authorization cards for each Employee for whom dues deduction is requested. Such cards shall state the following: *I hereby request and authorize the Muhlenberg School District to deduct from my salary, until notified of termination, an amount required for current year membership dues and such amounts as may be required for dues in each subsequent year, for the following designated organizations: Muhlenberg Education Association; Pennsylvania State Education Association; National Education Association, as certified by the Association. Such amounts shall be paid to such person as is designated by the Muhlenberg Education Association. This authorization may be terminated only by written notice from me prior to the first day of the month when such termination is to be effective. Upon termination of my employment, the School District shall deduct any remaining amount due for the current year from my salary then owing. I hereby waive all right and claim for moneys so deducted and transmitted and release and relieve the Muhlenberg School District, its School Board Officers and Employees from any and all liability therefor.*
3. The Association shall certify to the Employer, in writing, the amount of membership dues. If the Association shall change the rate of dues, it shall give the Employer thirty (30) days written notice thereof prior to the effective date of such change.
4. Deductions referred to herein shall be made in ten (10) equal consecutive payroll payments beginning with the first October payroll. Employer shall not be required to honor for deduction any authorizations that are delivered to it later than two (2) weeks prior to the distribution of the payroll from which the deductions are to be made.
5. If any Employee who is absent on account of sickness, leave of absence or for any other reason has earnings due him for the month insufficient to pay the dues deduction for that month in full, no deductions will be made for that Employee for that month. The Association will arrange collection of dues for that month directly with the Employee.

6. The Association hereby agrees to save the Employer harmless from any action growing out of the deductions provided for herein commenced by any person against the Employer and assumes full responsibility for the disposition of the funds deducted once they have been turned over to the person designated by the Association to receive them.

- XI. **LEAVE FOR ASSOCIATION BUSINESS.** Up to a total of ten (10) Employee days without pay shall be granted to officers of the Association and members of the Association's Representative Council to attend meetings of the Association, the Pennsylvania State Education Association and the National Education Association. No Employee may use more than one-half (1/2) of the total Employee days granted. No more than two (2) Employees may have leave on the same day without permission of the Superintendent of Schools.
- XII. **DISCIPLINE OF EMPLOYEES.** Reprimands and discipline of teachers shall be carried out in private, except where the welfare or safety of others requires immediate action. If in any arbitration concerning the performance of this provision, the arbitrator shall find the Employer has been in violation, the arbitrator shall not, as part of his award rule upon the merits of the reason for the reprimand or discipline, but shall decide only whether privacy was respected and if applicable whether immediate action was necessary.
- XIII. **PRINTING OF CONTRACT.** Employer shall furnish and pay for the printing of this Agreement.
- XIV. **SEVERABILITY.** If any provision of this Agreement or any application of this Agreement to any Employee or group of Employees is held to be contrary to law, then such provision or applications shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- XV. **EMPLOYEES' LEAVES OF ABSENCE.**
 - A. **Illness and Accident.** Annual allowance of ten (10) days unlimited accumulation of unused leave from year to year.
 - B. **Quarantine.** Absence due to quarantine because of illness in immediate family or household to be considered as personal illness.
 - C. **Leave for Death in Family.** Immediate family – Employees shall be granted a maximum of five (5) days bereavement leave which will include any post-funeral memorial service. Members of immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-

law or near relative who resides in the same household, or any person with whom the Employee has made his/her home. Near relative not of household – one (1) work day. A near relative shall be defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

D. **Leave for Court Duty.** Subpoenaed as a witness or serving jury duty receive difference between salary and compensation received.

E. **Release Time Leave.**

Request Procedure: Requests for release time leaves shall be submitted in writing to the Superintendent of Schools by use of an Application for Leave form. At the same time, appropriate copies shall be submitted to the immediate supervisor. Such leaves may be granted by the Superintendent for reasons as indicated below. Release time leaves for other reasons shall be approved by the Board of Education. Approval by the Board automatically authorizes the Superintendent to grant a release time leave for the same reason in the future. Teachers shall be limited to a maximum of three (3) days of release time unless otherwise approved by the Board of Education. Each individual granted release time for a professional reason shall submit a written report to the Superintendent of Schools. The report will summarize the activity for which the leave was granted and shall be submitted within two (2) weeks from the date of the leave.

1. To serve on an evaluating committee of the Middle States Association (number of days shall be limited to that necessary in the evaluation request).
2. To attend clinics, conferences or workshops in a given subject or extra-curricular area. (Number of days shall be limited by the convention schedule. Only two (2) Employees per year from each department shall be permitted to attend conventions of two (2) or more days of duration.) The Superintendent may authorize more than two (2) Employees to attend conventions of one (1) day duration.
3. To visit other schools for purpose of observation in a given subject area.

- F. **Examination for Armed Forces.** No deduction of salary.
- G. **Military Leave of Absence.** For short periods as required by law.
- H. **Sabbatical Leave of Absence.** Shall be granted in accordance with the terms and conditions of the Pennsylvania School Code.
- I. **Participation in Negotiations, Hearings, Etc.** Whenever any Employee is required by the School Board or Superintendent to participate during working hours in negotiations, grievance proceedings, conferences or meetings, he/she shall suffer no loss of pay. Whenever any Employee is a necessary witness in any unfair labor practice proceedings before the Pennsylvania Labor Relations Board initiated by Employer, he/she shall suffer no loss in pay for working time missed in testifying in and traveling to and from said proceedings on the day or days in which the Employee testifies.
- J. **Personal Leave Days.** Personal leave days shall be provided during the school year for all professional Employees according to the following schedule:

If hired prior to July 1, 2012 - Employees beginning with the first year of employment through the end of the 5th year of employment – five (5) days. Employees beginning with the sixth year of employment – six (6) days.

If hired on or after July 1, 2012 – Employees beginning with the first year of employment through the end of the 5th year of employment – two (2) days; Employees beginning with the 6th year of employment – three (3) days. These Employees will have the option of using three (3) days of their sick days for emergency leave days. Requests for emergency leave days shall be submitted in writing to the Superintendent in advance when possible. Emergency leave days may be granted for unforeseen or unplanned events over which the Employee had no control.

Personal leave shall be defined as leave granted for personal reasons. This leave shall be granted with pay. Employees shall be required to apply for leave in writing to the Superintendent of Schools by use of an Application for Leave form under this provision at least five (5) days in advance of the day used. At the same time, appropriate copies shall be submitted to the immediate supervisor, and the administration shall grant the leave under the following conditions:

1. No more than five percent (5%) of the professional staff for any one building shall be on personal leave at any one time. No more than two and one-half percent (2 ½%) of the professional staff for any one (1) building shall be on personal leave on the date of a scheduled in-service day.
2. Where conflicts arise in accordance with provision (1) above, the leave shall be granted on a first-come-first-served basis.
3. Personal leave days shall not be cumulative.
4. Unused personal leave days shall be reimbursed at fifty percent (50%) of the Employee's pro rata per diem rate by June 30 of each contractual year.
5. Personal leave may be taken on the work day before or the work day after a scheduled holiday; however, no more than two and one-half percent (2 ½%) of the professional staff for any one building shall be on personal leave on the work day before or after a scheduled holiday.
6. The Superintendent may grant personal days in excess of the above stated limits in her/his sole and absolute discretion. Such action shall not be precedent setting.

K. **Childbearing/Rearing Leave.**

1. An Employee who has become a parent by natural birth shall be granted, upon request, unpaid leave for the purpose of child care. Such leave shall not exceed twelve (12) consecutive calendar months. Failure of Employee to make himself/herself available for return within the said period shall constitute a resignation.
2. Application for childbearing/rearing leave shall be submitted in writing to the Superintendent. Requests shall be submitted at the earliest possible time, but not later than thirty (30) calendar days before leave is to commence. All childbearing/rearing requests must be accompanied by a physician's certificate setting forth expected date of birth. However, as a result of the uncertainties involved in childbearing and due to unforeseen circumstances caused by and about the delivery of the child, the Superintendent may waive, extend or contract the thirty (30) day notice provision upon reasonable cause exhibited by the Employee.

3. An Employee who adopts a child under the age of six (6) years shall be granted, upon request, an unpaid adoptive leave of up to twelve (12) consecutive calendar months which shall begin when the child is physically turned over to the Employee or on a date reasonably in advance thereof as may be agreed by the Employer and Employee. The Employee shall give notice of the desire to take such leave as soon as the Employee knows that the child intended to be adopted will be acquired.
4. Application for return to employment shall be made at least two (2) weeks prior to the end of the childbearing/rearing leave and shall be accompanied by a physician's certificate, where applicable, that the Employee, at the termination of the leave, will be capable of fully carrying out his/her duties.
5. The Employer shall, whenever possible, hire a substitute teacher to fill a vacancy created by childbearing/rearing leave.
6. Upon application for return to employment following such childbearing/rearing leave, the Employer shall offer said Employee the position he/she held prior to the leave, or a substantially equivalent position (in pay and skill) for which the Employee is certificated, if such positions are vacant and available. If such positions are not vacant and available, the Employer shall offer to the Employee any other available position for which the Employee is certificated. A job filled by a substitute shall be treated as vacant and available.
7. During childbearing/rearing leave, the Employee shall not be entitled to any economic benefits, additional steps on salary schedule or payments by Employer on behalf of the Employee, including payments to the Pennsylvania School Employees' Retirement System. Employee will continue to accrue seniority and may continue medical, dental, life insurance or other health and welfare coverage at his/her own expense.
8. Employees on childbearing/rearing leave do not need to use personal/emergency days prior to using an FMLA leave.
9. Any Employee returning from unpaid childbearing/rearing leave shall begin to receive benefits from the Employer beginning July 1 of the year following leave that ends no later than the first scheduled day of the next school year.

L. **Disability Leave of Absence.**

1. **Disability.** For purposes of a Disability Leave of Absence hereunder, Disability shall be defined as a sickness or accidental injury of such nature as to wholly and continuously disable and prevent the Employee from performing any and every duty pertaining to his or her employment. Employee must be regularly attended by a legally qualified physician or surgeon.
2. When an Employee knows or has reason to know in advance when a Disability will begin and end (e.g. elective surgery, pregnancy disability), written notice thereof shall immediately be given of such times to the Superintendent or his/her delegate.
3. Disability due to pregnancy shall be treated for all purposes the same as other disabilities with reference to insurance coverage, medical benefits, use of paid sick leave, medical examinations, etc.
4. Upon an Employee experiencing a Disability, the Employee shall give notice thereof to the Superintendent or his/her delegate within twenty-four (24) hours of the beginning of such disability or as soon thereafter as possible.
5. An Employee absent due to Disability shall provide to the Superintendent or his/her delegate a report from his/her physician showing the condition of the Employee and how such condition meets the definition of Disability as defined in this section, including his/her inability to return to work due to the continuance of the Disability. Such report shall be provided within a week of the beginning of the Disability and upon return to work. For leaves beyond two (2) weeks, such report shall be furnished at the end of each two (2) week period. In addition, the Employer shall have the right to have the Employee examined by a physician of its choice.
6. During a leave of absence due to Disability, the Employee shall continue to accrue seniority and receive all other benefits of an Employee for a period up to the extent of his/her eligibility to receive paid sick leave and extended sickness benefits or the period of one (1) year, whichever is longer; provided, however, that where a Disability leave due to pregnancy is immediately preceded by an unpaid childbearing/rearing leave, the Employer is required to provide group medical and life insurance benefits during the Disability leave only if the Employee shall have continued to pay for and keep in force such insurance coverages during the unpaid

childbearing/rearing leave, in which event the Employee shall also continue to pay for the said insurance coverages during the Disability leave, but shall be reimbursed by Employer for that portion of the premium paid by the Employer attributable to coverage during the Disability leave.

7. Upon application for return to employment following the leave, the Employer shall offer the Employee the position held prior to the leave, or a substantially equivalent position (in pay and skill) for which the Employee is certificated, if such positions are vacant and available. If no such positions are vacant and available, the Employer shall offer to the Employee any other available position for which the Employee is certificated until such time as the Employer can, through recognized placement procedures, offer the Employee the position held prior to the leave or one substantially similar to if for which the Employee is certificated.
8. Any intentional and/or surreptitious violation of this provision shall be cause for dismissal.

M. **Religious Leave.** Employees whose religious faiths have High Holy Days not scheduled on the School Calendar shall be permitted a religious leave not to exceed two (2) days per year. The final decision shall rest with the Superintendent after consultation with the particular religious institution involved.

N. **Definitions.**

Deduction of "day's pay" means total salary divided by the number of teacher days in the school year.

XVI. EMPLOYEES' WORKING CONDITIONS.

- A. **School Calendar.** The school calendar shall be one hundred eighty (180) teaching (instructional) days, five (5) in-service days and two (2) clerical days. The first day of the school year will be a teacher preparation day. In addition to the regular school calendar set forth above, all new teachers will report for an orientation day before the start of the school year.
- B. **Liability Insurance.** Adequate liability insurance coverage shall be provided by the School District for any Employee who, with prior written approval, gives transportation to students anywhere for a school activity. Such coverage shall be secondary to the Employee's own liability coverage.

- C. **Observation.** All monitoring or observation of the performance of an Employee shall be conducted openly and with full knowledge of the Employee and not by the use of eavesdropping, public address, audio system and similar surveillance devices except by prior agreement of the Employee.
- D. **Policy Handbook.** The Employer's Policy Handbook will be placed on its website for access by all Employees.
- E. **Voluntary Transfer.** When a vacancy occurs or new teaching position is created, notification shall be made by Employer by posting a notice of the vacancy or new position via Employer's website and/or email notice. Teachers interested in filling such vacancy or new position may notify the Superintendent within twelve (12) calendar days of the posting of such notice. Nothing herein shall affect the Employer's right to choose the person to fill the vacancy or position.
- F. **Preparation Time.** During each working day, Employees shall be provided time for preparation of instruction, which shall be uninterrupted and free of other assignments. At the secondary level, preparation time shall be scheduled each day for one (1) period. At the elementary level preparation time shall be scheduled each day from 8:15 to 8:45 a.m. and during special classes for a minimum of thirty (30) minutes per day, except that grade level meetings may be scheduled once a month during the period 8:15 a.m. to 8:45 a.m.
1. It is the intent of the administration to schedule the "special" subjects within the student day in the following manner within the current six (6) day cycle:

(a) Kindergarten

<u>Number of Classes</u>	<u>Time</u>	<u>Class</u>
1 class per AM & PM Kindergarten Session	30 min	Gym
1 class per AM & PM Kindergarten Session	30 min	Music
1 class per AM & PM Kindergarten Session	30 min	Library/Computer
1 class per AM & PM Kindergarten Session	<u>30 min</u>	Art
	120 min/	Kindergarten session
	240 min total/	6-day cycle

(b) Grades 1-6

<u>Number of Classes</u>	<u>Time</u>	<u>Class</u>
2 classes	30 min	Gym
2 classes	30 min	Music
1 class	30 min	Library/Computer
1 class	<u>55 min</u>	Art
	205 min/	6-day cycle

Note: In consultation with the Association, the administration reserves the right to vary the allotments of the special subjects as long as the total time does not violate the language in this section.

2. Professional staff members shall schedule recess at their discretion in coordination with the principal so that children are sufficiently supervised and that the playground is not overcrowded.
 3. All professional Employees will have a work day of seven (7) hours and thirty (30) minutes.
 4. The guaranteed preparation time, other than the 8:15 a.m. to 8:45 a.m. time, shall be scheduled within the normal student day. It is not the administration's intention to see an extension of the student day during the life of the contract.
 5. "Special" teachers who provide the guaranteed planning time within the elementary schedule shall be guaranteed a minimum of thirty (30) minutes of preparation time per day not to exceed a maximum of two hundred five (205) minutes in the six (6) day cycle.
- G. **Just Cause.** Employees shall not be discharged or disciplinarily suspended without just cause. The Employee must select the method by which he/she wishes to have a determination on the discharge or suspension at the first level (Grievance vs. Tenure Hearing, Local Agency Hearing).
- H. **Floaters.** In the event any members of the Association are furloughed during the years of the contract, four (4) floating teacher positions will be created for each year. No more than two (2) elementary positions and two (2) secondary positions will be made available. The Employer will have the option to terminate the positions at the end of each school year in accordance with the furlough procedure established by the Pennsylvania School Code.
- I. **Notification of Assignment.** By August 1st of each school year, all professional personnel shall receive written notification of their teaching assignment, which shall include subject(s), grade level and school(s) for the coming year. If changes are necessary after August 1, the Employee's immediate supervisor may make these changes only after meeting with the Employee or notification as to the reason for the change.

J. **Scheduling for the Muhlenberg Elementary Center.**

Teachers may be assigned an alternate schedule, e.g., late Secondary start time with early Elementary end time or any variation for scheduling purposes with the agreement of the Association and the Superintendent.

K. **Parent-Teacher Conferences.** All Employees shall attend one (1) Parent-Teacher Conference each school year for no more than two (2) hours during after school hours, as scheduled by the Employer.

XVII. ECONOMIC BENEFITS.

A. **Life Insurance.** Employer shall provide for each Employee paid life insurance coverage in the amount of Twenty-Five Thousand Dollars (\$25,000.00) during the term of this contract.

B. **Health Insurance.** The Employer shall provide health insurance coverage through the Berks County School Districts' Health Trust Plan or equal coverage for Employees and their dependents provided the Employee shall complete the necessary application forms for the same. The Employee shall pay a monthly premium share of the total annual cost according to the following schedule:

2023 - 2024 School Year - 14.5%
2024 - 2025 School Year --14.5%
2025 - 2026 School Year --14.5%
2026 - 2027 School Year --14.5%
2027 - 2028 School Year --14.5%

The Employer shall pay the premium for a fifty percent (50%) coinsurance for dental coverage for crowns, inlays, onlays, gold fillings, dentures, and fixed bridges for the Employee only. Health Insurance coverages shall be subject to periodical monitoring by the Association. When a monitoring report reveals coverage to be inferior in service, benefits, or financial relief to those previously provided or inferior in the same respects to those plans as improved, the Employer shall be responsible for appropriate and immediate improvements in coverage so as to make the coverages equal. In cases where the Employee is required to pay any fees for the processing of claims, the Employee, upon presentation of a receipt of payment, shall be reimbursed by the Employer. The Association shall have the right to examination, within reasonable time limits, of anticipated changes resulting from this provision prior to the contracting for such changes. Should any Employee desire to purchase additional dental coverage which is available, he/she may do so at his/her own expense.

New part-time Employees and those present full-time Employees who are demoted voluntarily shall receive pro rata benefits for medical, dental, prescription, tuition reimbursement and life insurance based on the Employee's weekly hours compared to a full-time Employee's weekly hours. There shall be no severance payments for part-time employees. Employees who are demoted involuntarily shall continue to receive full benefits as described above.

C. **Benefit Waiver Policy.**

1. All eligible full-time Employees waiving or reducing medical coverage shall receive the following reimbursement:
 - (a) If eligible for family coverage and elect no coverage - \$3,600.
 - (b) If eligible for family coverage and elect two-party - \$750.
 - (c) If eligible for family coverage and elect single coverage - \$1,800.
 - (d) If eligible for two-party coverage and elect no coverage - \$2,400.
 - (e) If eligible for two-party coverage and elect single coverage - \$1,400.
 - (f) If eligible for single coverage and elect no coverage - \$1,200.
2. To exercise waiver of benefits, an Employee must submit a completed Request for Employees Benefit Waiver to the Business Office for review and approval. The waiver must be submitted no later than June 15th for implementation in the following school year.
3. The benefit waiver period begins July 1st of each school year and terminates June 30th of the following year.
4. Payment to the Employee for waiver or reduction of health benefits will be prorated over the Employee's annual pay periods.
5. The request to waive health benefits will be ongoing unless discontinued by the Employee. Such discontinuance must be completed at the end of each benefit period or by June 30th, unless discontinued earlier for emergency situations.

6. Waived health coverage may be reinstated during the year due to an emergency situation. A written request for reinstatement must be submitted to the Business Office. Reinstatement of the affected benefits will occur on the first day of the month following the date of approval by the insurance carrier. The District shall not be responsible nor liable in any way for treatments or any Employee expenses for health care related items at any time. Reinstatement shall occur only after approval by the District's insurance carrier in accordance with their rules and regulations then in effect.
 7. An emergency is defined as an unforeseen change in an individual's life circumstances, such as a death, termination of other coverage, divorce or as defined by the Berks County School Districts' Health Trust Plan.
 8. In the event that this provision causes the health insurance coverage for other Employees to become taxable under the doctrine of constructive receipt, this provision shall become null and void, and all eligible Employees shall be granted the health insurance benefits as provided in the Collective Bargaining Agreement.
 9. In no event will this waiver policy be used to circumvent any rights an Employee or their dependent may have under any state and/or federal rules, regulations or law.
 10. Employer will create a full service IRS 125(c) pretax dollar medical plan to allow Employees to set aside a portion of his/her salary to pay for any required copay premiums and such other items as permitted by Section 125 of the Internal Revenue Code.
- D. **Vision Plan.** Employer shall provide Employees and dependents with National Vision Administrators (NVA) Plan or equivalent coverage. Employer shall contribute Eighty-Five Dollars (\$85.00) per year per Employee toward the cost of the premium. In the event the cost of the premium exceeds Eighty-Five Dollars (\$85.00) in any year, the Employee must contribute the excess cost of the premium by way of payroll deduction. The Association shall furnish to Employer individual authorization cards for each Employee for the amount of the cost of the premium in excess of Eighty-Five Dollars (\$85.00) per year. If Employees are married to each other, there shall be only one (1) vision policy for the family.

- E. **Monitoring, Etc.** Employees, when hired for the purpose of monitoring, supervising, chaperoning or conducting out-of-school activities shall be paid at the rate of Ten and 50/100 Dollars (\$10.50) per hour. This provision shall apply to all athletic events, dramatic presentations, dances and "other out-of-school-day activities sponsored by the Employer." No Employee shall benefit by this provision for activity for which he or she is already compensated by the extracurricular salary schedule. Assignments shall be made by the Employer on a voluntary rotating basis. The Employer shall advertise the need for help by posting a notice in each building at least ten (10) days prior to the date or dates of the event being conducted or the beginning of the season for athletics. Applications for assignment shall be made no later than five (5) days after the posting of the notice, unless such time is extended by the Employer. Skill positions, which shall be defined as scorekeepers, timekeepers and others agreed upon mutually by the Employer and the Association, need not be rotated once advertised each year. The Employer may refuse appointment of an Employee who has refused assignment twice previously. If no Employee applies for an assignment, the Employer may assign an Employee to the assignment following the order of the voluntary rotating basis.
- F. **Bus Duty.** Where there are no applicants, the immediate supervisor shall make assignments under conditions of the supplementary service salary schedule. In this event, assignments shall be for no more than ninety (90) days or one (1) semester.
- G. **Professional Duties Pay.** All performances of professional duties outside of the school calendar shall be compensated at the hourly rate of Thirty Dollars (\$30.00) for the term of this Agreement.

Professional duties shall include all areas under district jurisdiction that make use of staff expertise, i.e. curricular, instructional, advisory and counseling (where applicable). Chaperoning and monitoring duties shall not be considered within the scope of professional duties for this compensation. This provision shall not apply to those persons receiving an extracurricular salary for the duties involved nor to the regular monthly faculty or curriculum meeting.

- H. **Extended Sickness Benefits.**
1. **Coverage Clause** - In any school term in which a Beneficiary Employee is prevented by illness or accidental injury from following his or her occupation for an Extended Continuous Period of Time, the Employer shall pay to said Employee for each day of absence the salary and benefits to which the Employee may be

entitled as if said Employee were actually engaged in the performance of duty for a period as shown under the subtitle "Schedule."

2. Schedule - After a Beneficiary Employee has consumed his State-mandated sick leave entitlement, and after the first ten (10) days of disability for an Extended Continuous Period of Time, and prior to or in addition to sabbatical leave now provided by statute for Beneficiary Employee (24 P.S. 11-1166), Employer shall pay Beneficiary Employee as provided in Coverage Clause for years of service as a professional Employee in Muhlenberg School District benefits determined by the length of said service as follows:
 - (a) During the first year of Muhlenberg Service, one and one-half ($1\frac{1}{2}$) days of benefits shall accrue for each calendar month of Muhlenberg Service completed. e.g. teacher begins work on September 7, in first year of employment and becomes ill November 8 - days entitled: two (2)
 - (b) After one (1) full year of Muhlenberg Service and up to ten (10) years of Muhlenberg Service, entitlement: one and one-half ($1\frac{1}{2}$) calendar months at full pay.
 - (c) After ten (10) full years of Muhlenberg Service and up to fifteen (15) years of Muhlenberg Service, entitlement: one and one-half ($1\frac{1}{2}$) calendar months at full pay and one and one-half ($1\frac{1}{2}$) calendar months at one-half ($\frac{1}{2}$) pay.
 - (d) After fifteen (15) full years of Muhlenberg Service and up to twenty (20) years of Muhlenberg Service, entitlement: two and one-half ($2\frac{1}{2}$) calendar months at full pay.
 - (e) After twenty (20) full years of Muhlenberg Service and upwards of Muhlenberg Service, entitlement: two and one-half ($2\frac{1}{2}$) calendar months at full pay and one and one-half ($1\frac{1}{2}$) calendar months at one-half ($\frac{1}{2}$) pay.
3. Definitions – Words and phrases used in the text of this benefit shall mean:
 - (a) **Beneficiary Employee.** An Employee covered by this Contract.

- (b) **Calendar Month.** A time during a term beginning with the first day a Beneficiary Employee becomes entitled to this benefit and ending one (1) day before the like date of the ensuing month, provided the date falls during the working term.
 - (c) **Disability.** Sickness or accidental injury shall be of such nature as to wholly and continuously disable and prevent the Beneficiary Employee from performing any and every duty pertaining to his or her employment. Beneficiary Employee must be regularly attended by a legally qualified physician or surgeon.
 - (d) **An Extended Continuous Period of Time.** Shall be construed to mean a continued and prolonged period consisting of at least eleven (11) successive school term days.
 - (e) **Term.** The Definition of the word "term" shall be construed to mean during the working calendar for Employer of the particular Beneficiary Employee, said calendar being the calendar adopted by Employer for the current school year and including any amendments to said calendar made during the school year.
4. Exceptions and Reduction - No benefits shall be paid if: (a) the accidental injury is incurred while the Beneficiary Employee is engaged in remunerative work unrelated to school duties; (b) disability is caused by pregnancy; (c) disability is self-inflicted by Beneficiary Employee; (d) disability results from exercise of option on part of Beneficiary Employee, e.g. chronic illness not calling for emergency operation during term; (e) benefits are duplicated by law or other Employer benefits so that Beneficiary Employee's benefits would exceed his or her working pay; or (f) disability does not occur and/or continue during Beneficiary Employee's term. Benefits shall be reduced by any payments made under Workers' Compensation.
5. Physical Examinations - In the event of disability for which Beneficiary Employee claims coverage under the benefit, the Beneficiary Employee shall furnish a certificate from a physician certifying to the illness or injury. The certificate shall state that the Beneficiary Employee was unable to perform his or her duties during the period of absence. Additionally, the Employer at its own expense shall have the right and opportunity to examine the person

of the Beneficiary Employee when and as often as it may reasonably require during the period of the benefit.

6. Conformity with State Statute - Any provision of this benefit which may be determined to be in conflict with state statute is hereby amended to conform to the requirements of such statute.

7. Miscellaneous Provisions

- (a) Entitlement is not cumulative.
- (b) Successive periods of a sickness, due to the same or related causes, shall be considered as one (1) period of sickness unless separated by Beneficiary Employee's return to full-time employment for three (3) months or longer.
- (c) The benefit herein provided shall be reinstated for the full-time to which Beneficiary Employee is entitled by Muhlenberg Service provided it involves a new sickness not related to the former sickness, does not constitute a recurrence of the same sickness and/or involves a new and separate accident.

- I. Occupational Illness. Employees who are injured while on duty and are entitled to Workers' Compensation shall have the option of taking sick leave days which they have accumulated in addition to Workers' Compensation.

- J. Tuition/Credit Reimbursement.

1. The District shall reimburse an Employee for the net cost for graduate work for professional staff enrolled at a PDE-approved college or university in a master's degree program if the grade earned per course is a "B" or higher and is taken with the approval of the Superintendent. The District shall reimburse Employees for up to three (3) courses per year to a maximum of Two Thousand Dollars (\$2,000.00) per course for the first master's degree.
2. The District shall reimburse an Employee for graduate credits earned beyond the master's degree at the net cost not to exceed One Thousand Six Hundred Dollars (\$1,600.00) per course for one (1) course per year, provided the grade earned is "B" or higher and that the course was pre-approved by the Superintendent.

3. The Superintendent's decision regarding the approval or denial for reimbursement pursuant to this Article XVII, Subsections J 3 (a -n) shall be final.

The District will reimburse an Employee under paragraph J(1) herein in accordance with the provisions below:

- (a) A copy of the letter of acceptance to the master's degree granting program must be on file in the Superintendent's office to be eligible for the reimbursement program.
- (b) Requests for approval can be secured from the supervising principal and should be submitted to the Superintendent's Office for approval as early as possible before commencement of the class. All requests must be submitted no later than ten (10) days after the class commences to receive approval for reimbursement.
- (c) In order to qualify for reimbursement, the anticipated college course and the program must be approved by the Superintendent of Schools and/or her/his designee. Failure to request approval shall result in the denial of reimbursement.
- (d) The College Credit Subsidy form (available from the Superintendent's Office) shall be submitted in advance to the Superintendent or her/his designee to be eligible for reimbursement.
- (e) The following will not qualify for reimbursement:
 - (1) Courses needed to satisfy student teaching requirements.
 - (2) Courses taken at institutions which are not acceptable to the Pennsylvania Department of Education.
 - (3) Courses taken beyond B+36 before the granting of a master's degree.
 - (4) Courses taken by an Employee not relevant to his/her teaching or certification, unless approved by the Superintendent or her/his designee.

- (5) Courses taken without the approval and/or prior approval of the Superintendent.
- (f) Net cost is interpreted to mean the cost to the applicant after subtracting GI payments, scholarships, fellowships and other forms of reimbursement, etc., from the basic cost of the course being pursued.

The reimbursement for college or university credit subsidy is applicable to tuition only and to that portion actually paid by the staff member and is limited to **Two Thousand Dollars (\$2,000.00)** per course pre-master's degree and **One Thousand Six Hundred Dollars (\$1,600.00)** post-master's degree.

- (g) Staff members on sabbatical leave or other approved leaves are eligible for college credit subsidy payable to the staff member after February 1 of the year following the leave and further provided that staff member serves one (1) full year in the School District following said leave. The reimbursement for courses taken during said leave should be submitted no later than ten (10) days after the class commences to receive approval for reimbursement.
- (h) Payment will be made for "satisfactory completion of the college credit courses." Grades below B or P (in pass/fail courses) will not be eligible for reimbursement.
- (i) A transcript from the institution granting the college credit must be submitted to the Superintendent for approval for payment. A transcript, receipted bill and a statement detailing grants, scholarships, etc. will serve as vouchers for reimbursement.
- (j) County in-service programs conducted as state-approved programs for certification credit will be accepted for college credit subsidy payments but not for movement on the salary schedule.
- (k) In the event an Employee is no longer employed by the District at the time reimbursement for courses is due, the Employee forfeits the right to receive payment.

- (l) The Employee must agree, in writing, to remain in the employ of the Muhlenberg School District for at least two (2) full semesters following the completion of the course work for which tuition payment is being requested unless prevented from so doing by reason of illness or other extenuating circumstances approved by the Superintendent of Schools. Failure to comply with these provisions will require that the Employee repay to the Muhlenberg School District all monies received for the tuition payment in question.
- (m) The Superintendent's decision regarding the approval or denial of the application for reimbursement shall be final.
- (n) Internet and "online" courses may be taken for credit and tuition reimbursement with the preapproval of the Superintendent upon the following conditions:

Any internet or online class must be taken as part of a preapproved master's degree program or required for further certification by the professional Employee (i.e., additional teaching certificate or principal's certification).
- (o) To be eligible for column movement, the official transcript must be presented to the administration on or before August 30th of each school year.

XVIII. WAGES.

A. Salary.

- 1. Step and Column Movement - all eligible bargaining unit members shall receive step movement each year of the term of the Agreement. All bargaining unit members eligible for column movement shall move no more than one (1) column each year for the term of the Agreement.
- 2. Step 1 shall be removed in school years 2023-2024 and 2024 - 2025.

3. Annual increases to the salary schedules are as follows:

2023-24 - \$2,695.00 on each cell of the salary schedule
2024-25 - \$2,275.00 on each cell of the salary schedule
2025-26 - \$2,000.00 on each cell of the salary schedule
2026-27 - \$2,000.00 on each cell of the salary schedule
2027-28 - \$2,000.00 on each cell of the salary schedule
4. The Salary Schedules are attached as Appendix "A."
5. All full-time Employees on partial steps shall be placed on the next highest full step effective if their current step placement is .5 or above. Full-time Employees whose step placement is below .5 shall remain on the lower full step. Any full-time Employee shall not receive credit on the salary schedule for any school year in which, for any reason, he/she does not teach at least one-half ($\frac{1}{2}$) the number of instructional days, provided that any paid leave days shall be counted as days taught.
6. Graduate credits are required for column movement on the salary schedules.
7. The District does not recognize the Master's Equivalency Certificate.
8. Extra Pay/Extended Year. School psychologists and school guidance counselors will be paid up to twenty (20) days at their per diem rate, during the summer months. The use of any additional days is at the discretion of and with the prior approval of the Superintendent only. The Special Education Resource Teacher and Special Education Teacher Consultant will be paid a per diem rate of pay for up to five (5) days per year, during the summer months, for additional work performed. The use of the five (5) additional days is at the discretion of and with prior approval of the Superintendent only.
9. Any Employee who achieved a second master's degree, while in the employ of the School District, before June 30, 2013, will be grandfathered and remain on, or could advance to, the last column of the salary schedule. Advancement to any column shall be limited to one (1) column per year in accordance with this agreement.

- B. **Salary Payment Plans.** The annual salary shall be paid to each Employee in accordance with one (1) of the following pay plans as chosen by the Employee. An Employee shall notify the School District of his/her choice no later than June 1st of each contract year which choice shall be in effect for the annual pay period.
1. Current pay plan. The annual salary shall be divided into twenty-six (26) equal installments. Twenty-one (21) of such installments shall be paid bi-weekly from September through June and five (5) such installments shall be paid on the last working day of the current school year.
 2. The annual salary shall be divided into twenty-one (21) equal installments which shall be paid bi-weekly from September through June, except that the last installment shall be paid on the last working day of the current school year.
 3. The annual salary shall be divided into twenty-six (26) equal installments which shall be paid bi-weekly year-round starting in September.

XIX. UNSATISFACTORY RATING. Any Employee who receives a year-end unsatisfactory rating shall not receive a salary increase for the subsequent year.

- A. An unsatisfactory rating which results in no gain in salary may be grieved. Any other unsatisfactory rating shall not be subject to the grievance procedure unless the collective bargaining agreement otherwise permits unsatisfactory ratings to be grieved.
- B. Only the year-end unsatisfactory rating can cause no gain in salary to occur. Only a year-end satisfactory rating shall result in resumption of step/column movement.
- C. If the Employee who received an unsatisfactory rating resulting in no salary increase receives a year-end satisfactory rating in the subsequent year, he/she shall move to the next step of the salary schedule to which he/she would have been entitled the previous year if an unsatisfactory rating had not been issued. For example, if Employee is on B-18 in 2023-2024 and receives an unsatisfactory rating in June, 2024, that Employee remains at B-18 for 2024-2025 and is paid his/her identical salary as in year 2023-2024. If in June, 2025 Employee receives a satisfactory rating, he/she shall be moved to B-17 for the 2025-2026 school year. Additionally, no column movement in the salary schedule shall be recognized until the Employee is rated satisfactorily and resumes step movement.

XX. GRIEVANCE AND ARBITRATION PROCEDURE. A standardized grievance form shall be used for filing all grievances. A grievance is a difference or dispute between the Employer and the Association or Employees caused by this Agreement as to the meaning and the application of or compliance with the provision of this Agreement.

A. Grievances of Employees shall be disposed of in the following manner:

STEP ONE. The Employee shall raise his/her grievance in writing with his/her Principal within ten (10) days after the occurrence of the event giving rise to the grievance, and the Principal will give his/her written answer to the Employee with a copy to the President of the Association within three (3) days.

STEP TWO. If the Employee is not satisfied with the answer, he/she shall within three (3) days submit his/her grievance to the Chief School Administrator in written form, and the Chief School Administrator will give the Employee a hearing within five (5) days. A written answer will be given to the Employee within three (3) days of the hearing.

STEP THREE. If the grievance is not satisfactorily resolved in Step Two upon the written request of the Employee made within five (5) days after the date of the written answer of the Chief School Administrator, the Chief School Administrator will schedule a time and place for a hearing before a Committee of the School Board that will occur within thirty-five (35) days after receipt of the written request, at which hearing the Employee and the Chief School administrator or his representative shall be present. At said hearing, the Employee may be represented by the Association and by legal counsel. The School Board also may be represented by legal counsel. The Chairman of the Committee will preside at the meeting. The Chairman of the Committee shall give a written decision within ten (10) days after the conclusion of the hearing.

STEP FOUR. If the grievance has not been settled in Step Three, it may be referred to arbitration by the Association only within ten (10) days after receipt of the written decision of the Committee. In order to refer the matter to arbitration, the Association shall give written notice to the Chief School Administrator that it requests arbitration under the Rules of the American Arbitration Association, and the arbitration shall proceed with all practicable dispatch. The Association and School District may be represented at the arbitration by counsel.

- B. In addition to and without in any way diminishing the Employer's right to discipline Employees, the School District may file grievances in the following manner:

STEP ONE. The Chief School Administrator shall present to the President of the Association in writing the grievance after which the Chief School Administrator, a committee of the School Board and the President, and a committee of the Association shall meet to discuss said grievance within five (5) days of the filing of the written grievance. At said meeting any Employee or other person involved in the grievance and legal counsel for both parties may be present. Within ten (10) days after said meeting, the President of the Association shall submit to the Chief School Administrator the answer of the Association in writing.

STEP TWO. If the grievance is not resolved to the satisfaction of the Chief School Administrator, it may be referred to arbitration by the School District within ten (10) days after receipt of the written answer of the President of the Association. To refer the matter to Arbitration, the Chief School Administrator shall give written notice to the Association that the School District requests arbitration under the Rules of the American Arbitration Association and the arbitration shall proceed with all practicable dispatch. At the arbitration, the parties may be represented by counsel and by such other person as they shall desire.

C. General

1. The award and decision of the arbitrator shall be final and binding on both parties provided; however, the arbitrator shall have the authority only to interpret and apply the provision of this Agreement and shall have no authority to add to, detract from, or alter the same.
2. All reference in the grievance procedure to days shall mean administrative days.
3. Expenses of arbitration shall be borne equally by the parties.
4. No award of money payment shall be made by the arbitrator retroactive beyond the time of the initial submission of the grievance to the First Step.
5. Failure at any step of the grievance procedure to communicate the action or decision in writing to the aggrieved person within the specified time limit shall permit the aggrieved person to proceed to the next step.

6. Failure at any step of the grievance procedure to appeal a grievance to the next step within the specified time limit shall be deemed to be acceptance of the action or decision rendered at that step.
7. In suspension and discharge cases, the grievance shall commence at Step Two and must be filed within five (5) days after the Employee and the Association have been notified of the discharge and the reasons therefor.
8. Grievance shall be handled outside of normal working hours unless the parties shall otherwise agree.
9. In the absence of the Chief School Administrator, her/his designee shall stand in his place for Steps Two and Three.
10. In Steps Two, Three and Four of the grievance procedure, the aggrieved person shall have the right to be represented by a duly certified representative of the Association and shall have the right to call witnesses to testify in his behalf.
11. An aggrieved person may withdraw from the grievance procedure at any time.
12. Conferences and hearings under the grievance procedure shall not be conducted in public and shall be attended only by parties of interest, their designated representatives and necessary witnesses.
13. When the aggrieved does not choose to be represented by the Association in the grievance procedure, the Association shall have the right to be present and state its views at all steps of grievance processing as an interested party.

XXI. COMPLAINT PROCEDURE. A Complaint is defined as a claim by an Employee that there has been a violation, a misinterpretation or inequitable application of any of the written personnel policies of the Employer which affect that Employee. A Complaint shall not include any matter covered by Article XX hereof nor shall a Complaint include any matter subject to the Meet and Discuss provision of Article VII thereof.

A Complaint shall first be discussed with the aggrieved person's principal with the objective of resolving the matter informally. The request for this discussion shall be made by the Employee to the principal within five (5) days of the occurrence of the grievance. If the discussion does not resolve the matter to the satisfaction of the Employee, he/she may file a formal grievance under Step One

of Article XX within five (5) days after such discussion. Thereafter the Employee, with the approval of the Association, may process his/her grievance through Steps One, Two and Three of the Grievance Procedure, Article XX. Any decision of the principal made as a result of the discussion shall not be considered as establishing any precedent.

XXII. DEPARTMENT/FACULTY MEETINGS

There shall be a maximum of seven (7) department meetings per year. Department meetings shall be no longer than one and one-half (1 ½) hours.

There shall be a maximum one (1) faculty meeting per month. Faculty meetings shall be no longer than one and one-quarter (1 ¼) hours.

Special meetings are to be called in accordance with current Employer policy.

XXIII. DEMOTIONS

Full-time Employees who are demoted to part-time status but remain continuously employed by Employer on a part-time basis and maintain satisfactory ratings shall be assigned in order of seniority to the first full-time position that becomes available in the area of certification from which the Employee was demoted.

XXIV. EFFECTIVE DATE. The effective date of this agreement shall be JULY 1, 2023.

SCHOOL DISTRICT OF MUHLENBERG

BY: _____
_____, President

Attest: _____
_____, Secretary

MUHLENBERG EDUCATION ASSOCIATION

BY: _____

APPENDIX "A"

MUHLENBERG 2023-24 SALARY SCHEDULE

<u>From</u> <u>Top</u>	Bachelors	B+9	B+18	B+24	Masters	M+9	M+18	M+24	M+30	EdD/PhD
17	49,186	51,365	53,022	55,091	57,694	59,478	61,369	63,315	65,338	66,838
16	50,695	52,895	54,609	56,716	59,396	61,240	63,191	65,198	67,283	68,783
15	52,204	54,424	56,196	58,341	61,099	63,002	65,013	67,082	69,229	70,729
14	53,713	55,953	57,783	59,966	62,801	64,764	66,836	68,965	71,174	72,674
13	55,222	57,483	59,369	61,591	64,503	66,527	68,658	70,848	73,120	74,620
12	56,730	59,012	60,956	63,216	66,205	68,289	70,480	72,732	75,065	76,565
11	58,239	60,542	62,543	64,841	67,907	70,051	72,303	74,615	77,011	78,511
10	59,748	62,071	64,129	66,466	69,609	71,813	74,125	76,499	78,956	80,456
9	61,257	63,601	65,716	68,091	71,311	73,575	75,947	78,382	80,902	82,402
8	62,765	65,130	67,303	69,716	73,013	75,338	77,769	80,265	82,847	84,347
7	64,274	66,660	68,890	71,342	74,715	77,100	79,592	82,149	84,793	86,293
6	65,783	68,189	70,476	72,967	76,417	78,862	81,414	84,032	86,738	88,238
5	67,292	69,719	72,063	74,592	78,119	80,624	83,236	85,916	88,684	90,184
4	68,800	71,248	73,650	76,217	79,821	82,386	85,059	87,799	90,629	92,129
3	70,309	72,778	75,236	77,842	81,523	84,149	86,881	89,682	92,575	94,075
2	71,818	74,307	76,823	79,467	83,225	85,911	88,703	91,566	94,520	96,020
1	73,327	75,837	78,410	81,092	84,927	87,673	90,526	93,449	96,466	97,966
Top	77,698	79,466	81,288	83,154	86,747	89,435	92,348	95,333	98,411	99,911

MUHLENBERG 2024-25 SALARY SCHEDULE

<u>From Top</u>	Bachelors	B+9	B+18	B+24	Masters	M+9	M+18	M+24	M+30	EdD/PhD
16	52,970	55,170	56,884	58,991	61,671	63,515	65,466	67,473	69,558	71,058
15	54,479	56,699	58,471	60,616	63,374	65,277	67,288	69,357	71,504	73,004
14	55,988	58,228	60,058	62,241	65,076	67,039	69,111	71,240	73,449	74,949
13	57,497	59,758	61,644	63,866	66,778	68,802	70,933	73,123	75,395	76,895
12	59,005	61,287	63,231	65,491	68,480	70,564	72,755	75,007	77,340	78,840
11	60,514	62,817	64,818	67,116	70,182	72,326	74,578	76,890	79,286	80,786
10	62,023	64,346	66,404	68,741	71,884	74,088	76,400	78,774	81,231	82,731
9	63,532	65,876	67,991	70,366	73,586	75,850	78,222	80,657	83,177	84,677
8	65,040	67,405	69,578	71,991	75,288	77,613	80,044	82,540	85,122	86,622
7	66,549	68,935	71,165	73,617	76,990	79,375	81,867	84,424	87,068	88,568
6	68,058	70,464	72,751	75,242	78,692	81,137	83,689	86,307	89,013	90,513
5	69,567	71,994	74,338	76,867	80,394	82,899	85,511	88,191	90,959	92,459
4	71,075	73,523	75,925	78,492	82,096	84,661	87,334	90,074	92,904	94,404
3	72,584	75,053	77,511	80,117	83,798	86,424	89,156	91,957	94,850	96,350
2	74,093	76,582	79,098	81,742	85,500	88,186	90,978	93,841	96,795	98,295
1	75,602	78,112	80,685	83,367	87,202	89,948	92,801	95,724	98,741	100,241
Top	79,973	81,741	83,563	85,429	89,022	91,710	94,623	97,608	100,686	102,186

MUHLENBERG 2025-26 SALARY SCHEDULE

<u>From Top</u>	Bachelors	B+9	B+18	B+24	Masters	M+9	M+18	M+24	M+30	EdD/PhD
16	54,970	57,170	58,884	60,991	63,671	65,515	67,466	69,473	71,558	73,058
15	56,479	58,699	60,471	62,616	65,374	67,277	69,288	71,357	73,504	75,004
14	57,988	60,228	62,058	64,241	67,076	69,039	71,111	73,240	75,449	76,949
13	59,497	61,758	63,644	65,866	68,778	70,802	72,933	75,123	77,395	78,895
12	61,005	63,287	65,231	67,491	70,480	72,564	74,755	77,007	79,340	80,840
11	62,514	64,817	66,818	69,116	72,182	74,326	76,578	78,890	81,286	82,786
10	64,023	66,346	68,404	70,741	73,884	76,088	78,400	80,774	83,231	84,731
9	65,532	67,876	69,991	72,366	75,586	77,850	80,222	82,657	85,177	86,677
8	67,040	69,405	71,578	73,991	77,288	79,613	82,044	84,540	87,122	88,622
7	68,549	70,935	73,165	75,617	78,990	81,375	83,867	86,424	89,068	90,568
6	70,058	72,464	74,751	77,242	80,692	83,137	85,689	88,307	91,013	92,513
5	71,567	73,994	76,338	78,867	82,394	84,899	87,511	90,191	92,959	94,459
4	73,075	75,523	77,925	80,492	84,096	86,661	89,334	92,074	94,904	96,404
3	74,584	77,053	79,511	82,117	85,798	88,424	91,156	93,957	96,850	98,350
2	76,093	78,582	81,098	83,742	87,500	90,186	92,978	95,841	98,795	100,295
1	77,602	80,112	82,685	85,367	89,202	91,948	94,801	97,724	100,741	102,241
Top	81,973	83,741	85,563	87,429	91,022	93,710	96,623	99,608	102,686	104,186

MUHLENBERG 2026-27 SALARY SCHEDULE

<u>From Top</u>	Bachelors	B+9	B+18	B+24	Masters	M+9	M+18	M+24	M+30	EdD/PhD
16	56,970	59,170	60,884	62,991	65,671	67,515	69,466	71,473	73,558	75,058
15	58,479	60,699	62,471	64,616	67,374	69,277	71,288	73,357	75,504	77,004
14	59,988	62,228	64,058	66,241	69,076	71,039	73,111	75,240	77,449	78,949
13	61,497	63,758	65,644	67,866	70,778	72,802	74,933	77,123	79,395	80,895
12	63,005	65,287	67,231	69,491	72,480	74,564	76,755	79,007	81,340	82,840
11	64,514	66,817	68,818	71,116	74,182	76,326	78,578	80,890	83,286	84,786
10	66,023	68,346	70,404	72,741	75,884	78,088	80,400	82,774	85,231	86,731
9	67,532	69,876	71,991	74,366	77,586	79,850	82,222	84,657	87,177	88,677
8	69,040	71,405	73,578	75,991	79,288	81,613	84,044	86,540	89,122	90,622
7	70,549	72,935	75,165	77,617	80,990	83,375	85,867	88,424	91,068	92,568
6	72,058	74,464	76,751	79,242	82,692	85,137	87,689	90,307	93,013	94,513
5	73,567	75,994	78,338	80,867	84,394	86,899	89,511	92,191	94,959	96,459
4	75,075	77,523	79,925	82,492	86,096	88,661	91,334	94,074	96,904	98,404
3	76,584	79,053	81,511	84,117	87,798	90,424	93,156	95,957	98,850	100,350
2	78,093	80,582	83,098	85,742	89,500	92,186	94,978	97,841	100,795	102,295
1	79,602	82,112	84,685	87,367	91,202	93,948	96,801	99,724	102,741	104,241
Top	83,973	85,741	87,563	89,429	93,022	95,710	98,623	101,608	104,686	106,186

MUHLENBERG 2027-28 SALARY SCHEDULE

<u>From Top</u>	Bachelors	B+9	B+18	B+24	Masters	M+9	M+18	M+24	M+30	EdD/PhD
16	58,970	61,170	62,884	64,991	67,671	69,515	71,466	73,473	75,558	77,058
15	60,479	62,699	64,471	66,616	69,374	71,277	73,288	75,357	77,504	79,004
14	61,988	64,228	66,058	68,241	71,076	73,039	75,111	77,240	79,449	80,949
13	63,497	65,758	67,644	69,866	72,778	74,802	76,933	79,123	81,395	82,895
12	65,005	67,287	69,231	71,491	74,480	76,564	78,755	81,007	83,340	84,840
11	66,514	68,817	70,818	73,116	76,182	78,326	80,578	82,890	85,286	86,786
10	68,023	70,346	72,404	74,741	77,884	80,088	82,400	84,774	87,231	88,731
9	69,532	71,876	73,991	76,366	79,586	81,850	84,222	86,657	89,177	90,677
8	71,040	73,405	75,578	77,991	81,288	83,613	86,044	88,540	91,122	92,622
7	72,549	74,935	77,165	79,617	82,990	85,375	87,867	90,424	93,068	94,568
6	74,058	76,464	78,751	81,242	84,692	87,137	89,689	92,307	95,013	96,513
5	75,567	77,994	80,338	82,867	86,394	88,899	91,511	94,191	96,959	98,459
4	77,075	79,523	81,925	84,492	88,096	90,661	93,334	96,074	98,904	100,404
3	78,584	81,053	83,511	86,117	89,798	92,424	95,156	97,957	100,850	102,350
2	80,093	82,582	85,098	87,742	91,500	94,186	96,978	99,841	102,795	104,295
1	81,602	84,112	86,685	89,367	93,202	95,948	98,801	101,724	104,741	106,241
Top	85,973	87,741	89,563	91,429	95,022	97,710	100,623	103,608	106,686	108,186