

## **MEMORANDUM OF UNDERSTANDING**

Between the Board of School Directors for the Pennsbury School District  
and the Pennsbury Education Association (PEA)

On this **20th** day of **April 2023**, this **MEMORANDUM OF UNDERSTANDING** (hereinafter referred to as the “MOU”) is entered into by and between the Pennsbury Education Association (hereinafter referred to as “PEA”) and the Pennsbury School District (hereinafter referred to as the “District”).

The following is agreed upon between the District and PEA:

The language and rates hereinafter outlined in ARTICLE 9: CURRICULUM COORDINATORS, ARTICLE 19: SUPPLEMENTAL CONTRACTS, and APPENDIX A: SUPPLEMENTAL CONTRACTS shall replace all prior language and rates contained in the Collective Bargaining Agreement between the District and PEA.

### **ARTICLE 9. CURRICULUM COORDINATORS**

#### Section 1. Curriculum Coordinators.

- A. Based on District needs, Curriculum Coordinator positions may include but need not be limited to the following teaching areas: Art, Business Education, Computer Science, Foreign Language, Guidance, Family and Consumer Science, Industrial Arts, Science, School Nurses, and Social Studies.
- B. The District shall make every attempt to assign teaching periods as consecutive periods and shall attempt to schedule them at the beginning of the school day of the home school. When possible, and in accordance with the collective bargaining agreement, the District will limit the number of different courses a high school teacher may be assigned to teach.
- C. Curriculum Coordinators shall have no collateral duties except a homeroom, and if a homeroom assignment is necessary, the coordinator's schedule shall include a first-period class.
- D. The District shall attempt to assign Curriculum Coordinators to only one building for teaching purposes.
- E. Each Curriculum Coordinator will be assigned one (1) release period per day to be devoted to curriculum-related matters. The length of the release period will be in accordance with the language governing preparation time at that level.
- F. Curriculum Coordinators shall not be used as substitute teachers except in unusual circumstances. If there should be the need to use a Curriculum Coordinator as a substitute teacher, a report of that use shall be made in writing by the building administrator to the district administration.
- G. Curriculum Coordinators may be invited to participate in the interviewing process for new teachers in their curriculum area.

- H. Workshop participation shall be paid at the workshop rate listed in **Article 15. IN-SERVICE PROGRAMS AND WORKSHOPS, Section 1. Workshops.** Curriculum Coordinators presenting at workshops after the end of the year as designated by the appropriate central office administrator shall be paid at the presenter rate listed in **Article 15. IN-SERVICE PROGRAMS AND WORKSHOPS, Section 1. Workshops.**
- I. It is further agreed that the teaching schedules of Curriculum Coordinators whether assigned to elementary, middle, or high school will be adjusted to coincide with the language contained in this **Article.**
- J. Daily absence necessitated by the Curriculum Coordinator's duties will be covered by a substitute(s) hired by the District, as needed, for as close as possible to the amount of time that a Curriculum Coordinator is relieved from teaching duties.
- K. It is further agreed that Curriculum Coordinator supplemental contracts will be renewed and vacated in accordance with Article 19: Supplemental Contracts.

## **ARTICLE 19. SUPPLEMENTAL CONTRACTS**

### Section 1. Athletic, Elementary, and General Supplemental Contracts.

- A. Athletic, Extracurricular, and Leadership supplemental contract positions and corresponding compensations rates shall be calculated as a percentage of the base salary (Inductee, Step 0) for each year of this agreement as listed in Appendix "A" – Supplemental Contracts attached hereto, which shall be considered a part of this agreement. Supplemental contracts are awarded on an annual basis. The previous contract holder will normally be considered for renewal in the upcoming year. The exceptions are if the holder does not want to repeat or if the previous holder is not going to be offered a contract, in which cases the contract is considered vacant. In order to confirm the vacancy, the athletic director or supervisor will query previous supplemental contract holders if there is an interest in continuing. In addition, all Extracurricular and Leadership supplemental contracts will be considered vacant at the completion of the contract holder's fifth (5th) consecutive year in the position.

The parties understand and agree that for implementation purposes and to avoid the burden on the District to fill all supplemental positions on the same 5-year cycle across all positions, the initial supplemental contracts will have staggered term lengths as outlined below. The supplementals will subsequently follow a 5-year cycle. The exception to the listed terms lengths below will be in the event that a contract is vacated prior to the designated term length due to the annual nature of the contracts

- 5 years- Extracurricular Supplementals (initial repost spring of 2028 )
- 4 years- Curriculum Coordinators, Instructional Coaches, & Teachers on Special Assignment (initial repost spring of 2027 )

- 3- years- All other Leadership Supplementals- (initial repost spring of 2026)
  - Mentors, Equity Liaisons, Department Chairs, etc.
  
- B. When it is confirmed which contracts are vacant, the contracts will be internally posted. Since supplemental contracts are assigned on a year-to-year basis and are usually restricted to particular buildings, vacancies for supplemental contracts will be announced in the building where the vacancy exists. If the position is not filled after such announcement, the vacancy will be announced district-wide prior to the employment of a non-Bargaining Unit Member. Applicable information regarding duties, responsibilities, qualifications, and procedures for application shall accompany the announcement.
  
- C. The administrator who receives applications for vacant contracts shall interview applicants who request an interview; however, the administration shall not be required to interview more than three applicants per supplemental contract per vacancy. When a contract is vacant due to the completion of the previous holder's 5th year in the position and that previous contract holder expresses interest, in writing, to continue to hold the position, the District shall be required to include the previous contract holder as one of the three required applicants for interview.

## **ATHLETIC SUPPLEMENTAL CONTRACTS**

### **Compensation for Extra Time for Post-Season Play**

1. In addition to rate increases established in co-curricular salary schedules, coaches of interscholastic sports whose teams are involved in post-season\* play shall be compensated at the following rates:

#### **Position Compensation**

- Head Coach \$100 /week (maximum of \$500 )
- Assistant Coach \$50/week (maximum of \$250)
- *\*Post season shall mean District 1 or PIAA State qualification.*

Elementary Supplemental Contracts. Determinations of the uses and distribution of funds there shall be made by the building Principal in consultation with the site-based team, for additional services required for the efficient operation of the building and equipment. All such payments must have the prior approval of the District Superintendent or designee after they are tentatively determined within each building.

## **EXTRACURRICULAR SUPPLEMENTAL CONTRACTS**

The Administrator in each building is responsible for coordinating the supplementals and club/intramural programs. The supplemental program will include the district-designated supplemental stipends in the areas listed below. District-designated supplemental contracts will be determined by the administration in accordance with Article 19: Supplemental Contracts in the PEA agreement.

### **CLUBS & ACTIVITIES SUPPLEMENTALS**

Each building coordinates afterschool programming consisting of clubs, extra-curricular programming, and other student activities. Determinations of the uses and distribution of intramural funds there among shall be made by the building Principal in consultation with the site-based team, for additional services required for the efficient operation of the building and equipment. All such payments must have the prior approval of the District Superintendent or designee after they are tentatively determined within each building.

A standard intramural salary allotment will be provided to each secondary building per year in an amount equal to 2 % of the annual teacher base salary (Step 0) on the PEA salary guide. A standard intramural salary allotment will be provided to each elementary building per year in an amount equal to 1 % of the annual teacher base salary (Step 0) on the PEA salary guide. All intramural stipends must be awarded in quarter increments (25%, 50%, 75%, or 100%) of the standard base supplemental amount.

**Appendix “A” – Supplemental Contracts**

Supplemental contract rates shall be calculated as a percentage of the base salary (Inductee, Step 0) for each year of this agreement as listed below.

**LEADERSHIP SUPPLEMENTAL CONTRACT RATES**

<b>Curriculum Coordinators</b>		<b>Other Leadership</b>	
Art K-12	10.0%	English (MS)	5.0%
Character, Culture & Wellness K-12	10.0%	Mathematics (MS)	5.0%
English Language Development K-12	10.0%	Social Studies (MS)	5.0%
FCS 6-12/Business 6-12/Technology Ed 6-12	10.0%	Special Education (MS)	5.0%
FCS 6-12/Business 6-12/Technology Ed 6-12	10.0%	Science (MS)	5.0%
Library K-12	10.0%	Tech Integration Coach	2.0%
Mathematics K-5	10.0%	Lead Psychologist (HS)	5.0%
Music-Instrumental	10.0%	Lead Guidance - Elementary	5.0%
Music K-12 Vocal	10.0%	Lead Guidance - Secondary	5.0%
Nursing Services K-12	10.0%	Building Equity Liaison	5.0%
Physical Education K-12	10.0%	Equity Language Liaison	2.0%
Reading K-5	10.0%		
Social Studies 6-12*	10.0%		
Social Studies K-5	10.0%		
World Language K-12	10.0%		

\*2023-2024 school year only.

**EXTRACURRICULAR SUPPLEMENTAL CONTRACT RATES**

**K-12 Clubs & Activities**

Elementary Clubs & Activities (6)	1.0%
Boehm Clubs & Activities (10)	2.0%
Pennwood Clubs & Activities(10)	2.0%
William Penn Clubs & Activities(10)	2.0%
PHS Clubs & Activities (10)	2.0%

**Middle Level Supplementals**

Best Buddies	2.5%
Dramatics	4.5%
Dramatics- Stage Manager	3.5%
Honors Band	2.5%
Honors Choir	2.5%
Honors Orchestra	2.5%
Intramural Coordinator	2.5%
Mini-Thon	2.5%
National Junior Honor Society	4.0%
Reading Olympics	2.5%
Student Council	3.5%
Yearbook	2.5%

**Elementary Level Supplementals**

Dismissal Coordinator	1.0%
Green Team Coordinator	1.0%
Reading Olympics Coordinator	1.0%
Student Council Advisor	1.0%
Student Safety Coordinator	1.0%

**High School Supplementals**

Accompanist	1.0%
Best Buddies	3.5%
Best Buddies	3.5%
Chamber Choir	4.0%
Chess Team	3.0%
Dramatics Director	7.0%
Dramatics- Assistant	4.5%
Dramatics Stage Manager - Set Design	4.0%
Falconaires	4.0%
Speech & Debate	8.5%
Speech & Debate Assistant	4.5%
Jazz Band	7.0%
Jazz Band Assistant	4.5%
Marching Band Assistant	5.5%

National Honor Society	4.0%
National Honor Society	4.0%
PHS Dance Team	3.0%
PHS Mini-Thon	4.0%
PHS Mini-Thon	4.0%
Producer of Musical Theater & Dramatic Arts	10.0%
Prom	9.5%
Prom Assistant	5.5%
Prom Advisor	5.0%
Prom Advisor	5.0%
Sea Falcons	2.8%
Sea Falcons	2.8%
Sports Nite	2.8%
Sports Nite	2.8%

Marching Band Assistant	5.5%
Marching Band Assistant Director	6.5%
Marching Band Assistant	5.5%
Marching Band Director	12.0%
Mathletics	3.0%
Multicultural Youth Leaders	2.5%
Musical -Assistant Music Director	4.0%
Musical - Music Director	5.5%
Musical- Pit Orchestra	3.0%
Musical- Stage Director	5.5%
Musical Tech/Set Design	4.0%

Stage Manager - East General	4.0%
Student Council	4.0%
Student Council	4.0%
Student Council	4.0%
Student Council	4.0%
Yearbook	5.0%
Yearbook Assistant	2.5%

JROTC*- \$5,600
JROTC*- \$5,600

*\*JROTC is a fixed stipend amount as per memorandum of understanding*

**ATHLETIC SUPPLEMENTAL CONTRACT RATES**

**Fall Sports**

Varsity Football	16.0%
Assistant Varsity Football	9.0%
Assistant Varsity Football	9.0%
Assistant Varsity Football	9.0%
Assistant Varsity Football	9.0%
Assistant Varsity Football	9.0%
Assistant Varsity Football	9.0%
Sophomore Football	6.5%
Freshman Football	6.5%
Freshman Football	6.5%
Assistant Freshman Football	4.5%
Assistant Freshman Football	4.5%
Football 110 lbs (MS)	5.0%
Football 110 lbs (MS)	5.0%
Football 110 lbs (MS)	5.0%
Football Unlimited (MS)	5.0%
Football Unlimited (MS)	5.0%
Football Unlimited (MS)	5.0%
Assistant Football 110 lbs (MS)	4.0%
Assistant Football 110 lbs (MS)	4.0%
Assistant Football 110 lbs (MS)	4.0%
Assistant Unlimited (MS)	4.0%
Assistant Unlimited (MS)	4.0%
Assistant Unlimited (MS)	4.0%
Athletic Coordinator Fall	7.5%
Athletic Coordinator Spring	7.5%
Athletic Coordinator Winter	9.0%
Athletic Coordinator (MS)	4.5%
Athletic Coordinator (MS)	4.5%
Athletic Coordinator (MS)	4.5%

Varsity Field Hockey	12.5%
Assistant Varsity Field Hockey	6.0%
JV Field Hockey	5.5%
Freshman Field Hockey	5.0%
Assistant Freshman Field Hockey	4.0%
Field Hockey (MS)	4.0%
Field Hockey (MS)	4.0%
Field Hockey (MS)	4.0%
Varsity Girls Tennis	11.0%
Assistant Varsity Girls Tennis	5.5%
Varsity Girls Volleyball	11.0%
Assistant Varsity Girls Volleyball	6.0%
JV Girls Volleyball	5.5%
Girls Volleyball (MS)	4.0%
Girls Volleyball (MS)	4.0%
Girls Volleyball (MS)	4.0%
Varsity Golf- Boys	9.0%
Varsity Golf- Girls	9.0%
Varsity Girls Soccer	12.5%
JV Girls Soccer	5.5%
Assistant Varsity Girls Soccer	6.0%
Varsity Boys Soccer	12.5%
JV Boy Soccer	5.5%
Assistant Varsity Boys Soccer	6.0%
Co-Ed Soccer (MS)	4.0%
Co-Ed Soccer (MS)	4.0%
Co-Ed Soccer (MS)	4.0%
Boys Cross Country	10.0%
Girls Cross Country	10.0%
Assistant Boys Cross Country	4.0%



Weight Training, V	8.5%
Equipment Manager- (HS)	8.0%
Electronic Sports	8.5%
Electronic Sports- Assistant	4.0%

Assistant Girls Cross Country	4.0%
Varsity Cheerleading	8.5%
JV Cheerleading	7.5%
Freshman Cheerleading	4.5%
Cheerleading (MS)	6.5%
Cheerleading (MS)	6.5%
Cheerleading (MS)	6.5%

### Winter Sports

Varsity Boys Basketball	13.5%
Assistant Varsity Boys Basketball	7.0%
JV Boys Basketball	6.5%
Freshman Boys Basketball	5.5%
Freshman Boys Basketball - SECOND TEAM	5.5%
Assistant Freshman Boys Basketball	5.5%
Boys Basketball (MS)	4.0%
Boys Basketball (MS)	4.0%
Boys Basketball (MS)	4.0%
Varsity Girls Basketball	13.5%
Assistant Varsity Girls Basketball	7.0%
JV Girls Basketball	6.5%
Freshman Girls Basketball	5.5%
Girls Basketball (MS)	4.0%
Girls Basketball (MS)	4.0%
Girls Basketball (MS)	4.0%
Varsity Boys Bowling	7.5%
Varsity Girls Bowling	7.5%
Boys Winter Track	8.5%
Assistant Boys Winter Track	4.0%

Girls Winter Track	8.5%
Assistant Girls Winter Track	4.0%
Varsity Wrestling -Boys	13.5%
Assistant Varsity Wrestling -Boys	7.0%
Varsity Wrestling -Girls	13.5%
JV Wrestling	6.5%
Wrestling (MS)	4.0%
Wrestling (MS)	4.0%
Wrestling (MS)	4.0%
Assistant Wrestling (MS)	3.5%
Assistant Wrestling (MS)	3.5%
Assistant Wrestling (MS)	3.5%
Varsity Swimming- Girls	8.5%
Varsity Swimming- Boys	8.5%
Assistant Varsity Boys Swimming	6.0%
Assistant Varsity Girls Swimming	6.0%
Assistant Varsity Diving	6.0%
Unified Bocce	4.0%
Varsity Cheerleading- Winter	8.5%
JV Cheerleading	7.5%

### Spring Sports

Varsity Baseball	12.0%
Assistant Varsity Baseball	6.0%
JV Baseball	5.5%
Freshman Baseball	4.5%
Asst. Freshman Baseball	4.0%
Baseball (MS)	4.0%
Baseball (MS)	4.0%
Baseball (MS)	4.0%
Assistant Baseball (MS)	3.5%
Assistant Baseball (MS)	3.5%
Assistant Baseball (MS)	3.5%
Varsity Track- Girls	11.0%
Varsity Track- Boys	11.0%
Assistant Boys Track	6.0%
Assistant Boys Track	6.0%
Assistant Boys Track	6.0%
Assistant Girls Track	6.0%
Assistant Girls Track	6.0%
Assistant Girls Track	6.0%
Co-Ed Middle School Track	4.0%
Co-Ed Middle School Track	4.0%
Co-Ed Middle School Track	4.0%
Assistant Co-Ed Middle School Track	3.5%
Assistant Co-Ed Middle School Track	3.5%
Assistant Co-Ed Middle School Track	3.5%
Unified Track	4.0%
Unified Track	4.0%

Varsity Softball	12.0%
Assistant Varsity Softball	6.0%
JV Softball	5.5%
Freshman Softball	4.5%
Asst. Freshman Softball	4.0%
Softball (MS)	4.0%
Softball (MS)	4.0%
Softball (MS)	4.0%
Assistant Softball (MS)	3.5%
Assistant Softball (MS)	3.5%
Assistant Softball (MS)	3.5%
Varsity Girls Lacrosse	11.0%
Assistant Varsity Girls Lacrosse	7.0%
JV Girls Lacrosse	6.0%
Varsity Boys Volleyball	11.0%
Assistant Varsity Boys Volleyball	6.0%
JV Boys Volleyball	5.5%
Varsity Boys Tennis	11.0%
Assistant Varsity Boys Tennis	5.5%
Varsity Boys Lacrosse	11.0%
Assistant Varsity Boys Lacrosse	7.0%
JV Boys Lacrosse	6.0%

Unless otherwise altered by future Memorandums, this language shall be included in the subsequent draft of the Collective Bargaining Agreement.

*Nicole Peirce*

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Nicole Peirce, President  
Pennsbury Education Association

*TR Kannan*

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TR Kannan, President  
Pennsbury School District  
Board of School Directors