



# Downingtown Area Education Association

2025-2030

Take a quick dive into the most common questions about our Collective Bargaining Agreement.



**Family Illness (Section 5.10):** 10 sick days/year can be used for immediate family (a parent, sibling, child, spouse, parent-in-law, or live-in near relative). FMLA family caregivers may use available sick days.



**Bereavement (Section 5.12):** Up to 3 days for immediate family (named above). Day of funeral for near relative (first cousin, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law or grandparent-in-law).



**Parental Leave (Section 5.14):** Eligible upon request to receive parental leave without pay up to 1 calendar year. Must return to work at the beginning of a school semester.



**Personal Days (Section 5.18):** Requires principal approval. Superintendent approval needed if taken in the first or last 5 working days. 10% per building cap bookending a holiday.



**Voluntary Transfer (Section 6.4):** Members who desire to transfer buildings or subjects/grade levels need to apply for the open position. If denied, may request written explanation.



## Tuition Reimbursement (Section 5.24)

- Yearly cap is first come first serve.
- Must be in a pre-approved program.
- 75% first master's, 50% post master's (up to PSU grad credit rate).
- 12 credits per year.
- Grade of B or better must be earned.

## Payroll (Section 4.2):



- Starting 26-27
- 26 even pays
- Healthcare deducted over 24 pays (first 2 pays of the month)

## Work Day (Section 6.2)

**Elementary** 8:20-3:50 **Secondary** 7:30-3:00



45 min daily +25 min per cycle



One period

30 minute lunch



30 minute lunch



Submit to HR



## Parental Leave

At least 60 days prior to anticipated leave.

## Coursework Pre-approval

Rolling. Pre-approval does not guarantee reimbursement.

## Tuition Reimbursement

Within 30 days of completed coursework.

## Horizontal Movement

By September 30. One column movement per year.

## Retirement

By February 1 for a \$500 payment.



**Illness:** 10 days (75 hrs) accrued per year. No end balance limits.



**Personal:** 37.5 pre-approved hrs (5 days) can be used in one year. 3rd personal day starting in 27-28.



Time off can be taken in full day (7.5 hrs) or half day (3.75 hrs) increments.

**Bank Prsnl:** Personal hrs in excess of 52.5 hrs (7 days) at the end of the year are banked for payout at retirement.



**Misc Pay:** Non-accruable allowances (e.g. bereavement). Reflects your cumulative employment.



**No Pay:** Days taken without pay. Reflects your cumulative employment.



# Pay Stub Leave

Thank you for being a member!

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