

ATHENS AREA SCHOOL DISTRICT
BUILDING FOUNDATIONS FOR FUTURE SUCCESS
204 WILLOW STREET • ATHENS, PA 18810
570-888-7766 • FAX: 570-882-6250 • WWW.ATHENSASD.ORG

JANE E. MONTAGUE
EDUCATIONAL PROGRAMS

DOUGLAS A. ULKINS
SUPERINTENDENT

KEVIN D. RIMMEY
BUSINESS MANAGER

June 7, 2011

Dear Educator:

I have received word that the AAEA membership has ratified the Memorandum of Understanding regarding Tuition Reimbursement. First of all, thank you for doing so and helping the district realize \$150,000 in savings.

I am attaching the MOU as well as the Tuition/Course Plan. I am doing so now even though the school board will not be able to ratify the MOU until June 21. This will give those interested in taking courses extra time to complete the plan by the July 1, 2011 deadline. Please understand that I am strictly adhering to this deadline and would appreciate your cooperation.

Also, following the June 21 adoption of the budget, I will be mailing to all teachers the posting for vacancies in the district. Teachers will have about a week to respond. Our plan is to have all placements, including new hires, completed by the July school board meeting.

This has been quite a last couple of months that we have endured together. Again, your understanding, suggestions, and cooperation have been deeply appreciated by myself and the board.

Sincerely,



Douglas A. Ulkins
Superintendent

BOARD PRESIDENT: KAREN BRENNAN BOARD SECRETARY: MARY MERRALL

AN EQUAL OPPORTUNITY EMPLOYER IN COMPLIANCE WITH TITLE IX AND SECTION 504.

MEMORANDUM OF AGREEMENT

BETWEEN

THE ATHENS AREA SCHOOL DISTRICT

AND

THE ATHENS AREA EDUCATION ASSOCIATION

2011-2012 Tuition Reimbursement Agreement

This Memorandum of Understanding (hereinafter referred to as the "MOU") is made by and between the Athens Area School District (hereinafter referred to as the "District") and the Athens Area Education Association (hereinafter referred to as the "Association"). The District and the Association shall be referred to collectively as "the Parties".

Given the economic downturn being experienced throughout the nation as well as the decrease in state funding, the District is confronting decreased financial resources, causing budgetary exigencies that will profoundly affect its ability to provide quality education within the school district. The Association is conscious of its responsibility in contributing to the efforts of the District to provide quality education and for this reason desires to work collaboratively to achieve budgetary savings while maintaining the highest level of educational excellence for the students and community served by the District.

Therefore, for the 2011-2012 school year only (specifically July 1, 2011 through June 30, 2012), the budgetary line item for college course tuition reimbursement for all professional employees will be capped at \$125,000. This cap is inclusive of all bargaining unit tuition reimbursement, is limited to bargaining unit tuition reimbursement and shall not include training, conferences or tuition reimbursement for other bargaining units or non-represented monies.

It is the intent of the Parties that this concession, coupled with position eliminations that have been discussed at length between the Parties, be the sole concessions for the 2011-2012 school year. In the event that anticipated sources of revenue are not realized and the District requires additional concessions from the Association, either Party shall have the right to rescind this Agreement in the event another Agreement be negotiated and executed between the Parties.

During the July 1, 2011 - June 30, 2012 period, any request for reimbursement following successful completion of an approved college course as described in the collective bargaining agreement will be subject to the following priority guideline. Once the full \$125,000 is expended, no other courses will be approved for reimbursement during this period. After June 30, 2012, all guidelines for requesting tuition reimbursement and course approval will revert to the present collective bargaining agreement.

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6/1/11

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This non-precedent setting agreement¹ calls for course permission to be granted by the Superintendent as follows for all professional employees:

Priority Category I:

Level I teachers who are working to attain Level II certification.

Priority Category II:

Professional staff enrolled in an advanced degree program (Masters or Doctorate) or certification program as of April 1, 2011.

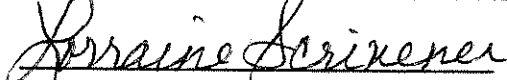
Priority Category III:

Professional staff who are requesting permission to take general development courses. These courses would follow the regular standards as explained in the collective bargaining agreement and are subject to approval by the Superintendent.

Any professional employee² in Category I or Category II, who wishes to take courses between July 1, 2011 and June 30, 2012, must complete a Tuition/Course Plan (*see attachment*) and submit it to the Superintendent by July 1, 2011 in order to maintain priority for their course reimbursement. This will allow for appropriate planning for professional staff who are in Category III and who may wish to take courses during this time period. All requests submitted following July 1, 2011 will be considered as Category III requests, even if they would have been considered Priority I or II if submitted timely.

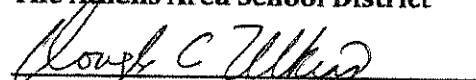
Since a student may not know the course offerings for the Fall, Spring, or Summer during this period, the courses can be substituted for another course that may be offered or required, but the tuition obligation will be reserved for the student. All professional employees who wish to take courses during this time period and receive reimbursement must still complete the standard course approval form prior to registering for a course. Approval from the Superintendent will remain a requirement.

The Athens Area Education Association



**Lorraine Scrivener
Acting President**

The Athens Area School District



**Doug Wilkins
Superintendent**

¹ No practice or precedent is created with this MOU, nor does the MOU constitute a waiver or termination of any Savings, Modification or Waiver provisions of the CBA. The Agreement shall be enforced through the CBA's grievance procedure.

² Using the Act 195 definition of "professional employee," which would include Temporary Professional Employees, as defined by the School Code.

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[Handwritten initials]
TA JS
6/1/11

**ATHENS AREA SCHOOL DISTRICT
TUITION/COURSE PLAN
FOR 2011-2012 SCHOOL YEAR**

Name of Educator: _____ Date Submitted: _____

(Please choose one)

College or University	Degree	Certification	General Development	Number of Credits	Courses Requested	Cost of Tuition Per Credit

Educators must complete the course approval form before starting coursework. All applicants will be notified regarding the status of their request from this form.

Date _____ Tentative Approval, Superintendent _____

ATHENS AREA SCHOOLS' COURSE / PRAXIS APPROVAL FORM
204 Willow Street, Athens, PA 18810

NAME: _____ DATE: _____
BUILDING: _____
GRADE LEVEL OR SUBJECT AREA ASSIGNMENT: _____
SUBJECT AREA IN WHICH CERTIFIED: _____

COURSE INFORMATION

COURSE REQUESTED: _____
(Please attach a course description)
COLLEGE OR UNIVERSITY: _____
____ YEAR/SEMESTER OF COURSE _____ DATE OF COURSE
IS COURSE REQUIRED FOR ADVANCED DEGREE? YES _____ NO _____
IS COURSE IN FIELD OF CERTIFICATION? YES _____ NO _____
IS COURSE AN ELECTIVE? YES _____ NO _____
COST PER CREDIT:\$ _____ TOTAL NUMBER OF CREDITS: _____
TOTAL COST \$ _____

PRAXIS INFORMATION

PRAXIS TEST REQUESTED: _____
SPECIFY DATE OF TEST: _____
PDE SPECIFIC
TEST FEE:\$ _____ REGISTRATION FEE:\$ _____ REPORTING FEE:\$ _____
(Limit one (1))
TOTAL COST:\$ _____

ARE YOU REQUESTING ACT 48 HOURS?
YES _____ NO _____

SIGNATURE

APPROVED FOR TUITION REIMBURSEMENT

APPROVED FOR ACT 48 HOURS
(1 credit equals 30 hours) (1 praxis test equals 4 hours)

SUPERINTENDENT / DATE

SUPERINTENDENT / DATE

DISAPPROVED FOR TUITION REIMBURSEMENT

DISAPPROVED FOR ACT 48 HOURS

SUPERINTENDENT / DATE

SUPERINTENDENT / DATE

*Form 1A must be submitted to Superintendent's Office for prior approval.
A copy will be returned to you. Payment and/or credit hours are contingent upon satisfactory
completion of all necessary paperwork, proof of payment, and copy of grade report verifying a passing grade.*
form 1a (REVISED 7/2003)