

2020 Interim Bargain

\*Executive Summary

VEA #1	<p><b>Updating CPA Chapter 6:</b> Article 6.10</p> <p>Current language allows for up to 2 carryover days of personal leave from one school year to the next. This update provides a process to request up to 3 additional days to carryover into the next school year.</p>
VEA #2	<p><b>Updating CPA Chapter 10:</b> Article 10.30</p> <p>Added language strengthens the expectation of adequate facilities, workspaces, and equipment for itinerant staff and establishes a clearer process and timeline for addressing such concerns in collaboration between VEA and VPS.</p>
VEA #3	<p><b>Updating CPA Chapter 12:</b> Article 12.11</p> <p>Added language memorializes current practice for member reimbursement using individual PD funds for participation in VEA-VPS joint trainings and expands opportunities for reimbursement using individual PD funds for participation in some WEA trainings as well.</p>
VPS #1	<p><b>Updating Appendix E:</b> Extended Year contracts</p> <p>Added language provides for more flexible use of Extended Year contracts in day and/or hour increments and provides clarity around when and for what activities they can be utilized.</p>
VPS #2	n/a
VPS #3	n/a

\*See full language changes on subsequent pages

## Article 6.10

### Compensated short-term leaves

#### Personal Leave Day - Compensated (Page 33)

6.10D **Basic allocation:** The District shall make available, as needed, a total of three (3) days of personal leave each school year for an employee, in addition to any authorized carryover from a prior year (see below). The District shall bear the substitute cost for the first three (3) days of personal leave plus any authorized carryover leave.

i. The District ~~will~~ **shall** automatically carry forward up to two (2) days of personal leave into subsequent leave years. Employees ~~will~~ **shall** be allowed to have a maximum personal leave accrual of five (5) days inclusive of up to two (2) days carryover and the current year's three (3) day entitlement. Leave in excess of two (2) days at the end of the leave year ~~will~~ **shall** automatically be cashed out at the substitute rate, generally the October payroll.

ii. Under exceptional circumstances and at the District's discretion, an employee may request **to carry over** additional personal leave days **up to three (3) into the subsequent leave year. The employee shall complete an "Exceptional Circumstances: Request for Additional Leave Carry Over" form prior to September 1.**

iii. **Under exceptional circumstances, an employee may also request additional personal leave** with the employee bearing the cost of the substitute ~~for the reasons outlined above~~. Reimbursement for substitute cost shall be made as a payroll deduction and ~~will~~ **shall** be so acknowledged by the employee as part of the leave request.

**iv.** Upon termination of employment with the District, the employee may cash out any remaining personal leave days that they have not used up to a total of five (5) days at the substitute rate.

**Article 10.30**

**~~Itinerants Service Multiple Sites~~ Adequate Facilities and Workspaces for Itinerants Serving at Multiple Sites (Page 100)**

In order to carry out their job responsibilities, in each building, itinerant staff, shall be provided adequate facilities, workspaces and equipment.

~~Program supervisors and principals shall annually meet with all itinerants assigned to serve students at multiple worksites. The purpose shall be to provide itinerants with adequate facilities and workspaces to carry out the goals of the District programs. Every reasonable effort shall be made to have this completed prior to the last day of school. At the conclusion of this process the supervisor of facilities will develop alternatives and recommendations that will address the short-term and long-term needs of those itinerants with inadequate workspace. An annual survey of all itinerants shall be conducted by the facilities manager to determine which specific individuals and sites are inadequate to perform the duties assigned. The results of the survey shall be submitted to the Association office by April 1 of each year.~~

Program supervisors and/or principals shall annually meet with all itinerants assigned to serve students at multiple worksites. The purpose shall be to ensure itinerants have adequate facilities, workspaces and equipment to carry out their job responsibilities. Every reasonable effort shall be made to have this meeting completed prior to June 1 or within 30 days of hire. If the parties are unable to reach a reasonable agreement/plan, the program supervisor and/or principal shall contact the supervisor of facilities who shall explore alternatives and recommendations to address the short-term and long-term needs of those itinerants with facilities/workspace/equipment concerns. Proposed alternatives and recommendations shall be submitted to the Assistant Superintendent of HR and the Executive Director for the Association Office prior to the last day of school or within 45 days of hire.

## Article 12.11 Individual Professional Development Funds

### 12.11 B Expenses which qualify for reimbursement may include any combination of the following: (Page 125-126)

- i. Registration fees, credit fees, textbooks, and materials for approved, relevant courses, workshops, conferences, and seminars; and approved, relevant subscriptions to online libraries for self-directed professional development which are directly related to the employee's teacher's work.
- ii. Mileage and lodging are reimbursable when the activity requires travel of fifty (50) miles or more from the official worksite or residence (whichever is closer). Meals are reimbursable when the activity requires travel of fifty (50) miles or more from the official worksite and there is an overnight stay.
- iii. Payment of a substitute teacher in order to observe another classroom or to attend approved conferences, workshops, and seminars that can only be taken during student attendance days. Such activities should occur during mid-week ~~days~~weekdays when substitute demands are at lower levels.
- iv. Payment to oneself to attend courses and workshops that are contracted for and presented by the District. Such payment is at the employees' hourly per diem rate and may only be applied to hours outside the eight-hour (8) workday. Residual funds may not be used for this purpose.
- v. Payment to oneself to attend professional learning courses and workshops that are co-sponsored by the Association and the District. Such professional learning courses and workshops shall be approved for clock hours by the District, in line with the clock hour request process. Evaluations for such courses will be reviewed and the district clock hour committee will determine if professional learning courses and workshops may be offered repeatedly. Such payment is at the employees' hourly per diem rate and may only be applied to hours outside the eight-hour (8) workday. Residual funds may not be used for this purpose.
- vi. Payment to oneself to attend State Association (WEA) summer professional learning courses and workshops approved by the District as district sponsored. The Association may submit requests to the District PD Director for consideration to become a district-sponsored professional learning opportunity. The request shall be submitted at least thirty (30) days in advance of the activity or prior to June 15, whichever comes first. If approved as District sponsored, employees shall submit an out-of-district professional development application for approval and, if approved, follow the out-of-district reimbursement process. Such payment is at the employees' hourly per diem rate and may only be applied to hours outside the eight-hour (8) workday. Residual funds may not be used for this purpose.
- vii. Fees for NBPTS candidacy will be reimbursable upon submission of portfolios and completion of testing.
- viii. Cost associated with acquiring or renewing a professional organization membership related to current or anticipated certification beyond those available through association membership (e.g. National Education Association and Washington Education Association).

**EXTENDED YEAR DAYS/EQUIVALENT HOURS**

<b>Job Category</b>	<b>Extended Year Days</b>	<b>Equivalent Hours</b>
School-to-Work Specialists	6	<u>48</u>
Career Guidance	10	<u>80</u>
Horticulture (Comprehensive High Schools)	17	<u>136</u>
Horticulture (Lewis & Clark Campus/Flex Academy)	4	<u>32</u>
Technology Education Learning Lab	3	<u>24</u>
Teacher Librarian up to 350 Student FTE	5	<u>40</u>
Teacher Librarian 351 to 550 Student FTE	7	<u>56</u>
Teacher Librarian 551 to 750 Student FTE	9	<u>72</u>
Teacher Librarian 751 to 1,000 Student FTE	12	<u>96</u>
Teacher Librarian 1,001 to 1,500 Student FTE	15	<u>120</u>
Teacher Librarian 1,501 and Higher Student FTE	18	<u>144</u>
Lewis & Clark Campus/Flex Academy Counselor	7.5	<u>60</u>
Elementary School Counselor	1	<u>8</u>
Secondary School Counselor	16.5	<u>132</u>
School Psychologist	8	<u>64</u>
Facilitator, Preschool Assess./Placement	7.5	<u>60</u>
School Nurse (Plus one additional day for each school they are assigned to.)	3	<u>24</u>
Speech Language Pathologist	1	<u>8</u>
Occupational Therapist	1	<u>8</u>
Physical Therapist	1	<u>8</u>
Special Education Teachers	1	<u>8</u>
TOSA	Up to 20	<u>Up to 160</u>
Deans	Up to 10	<u>Up to 80</u>

## NOTE:

- Extended year day(s) may be scheduled as full days, hours, or a combination of days and hours up to the equivalent number of hours (e.g. 3 days = 24 hours).
- Extended Year Days are paid at the employee's 2017-2018 per diem rate increased by 3.1%. In 2019-2020 and 2020-2021, the rate will shall be increased by a percentage equal to the state funded inflationary adjustment for each year.
- ~~Extended Year Days can be used at any time outside of the normal school day before, during, or after the school year to complete necessary meetings and compliance activities.~~
- The purpose of the extended year day(s) is for work that extends beyond the responsibilities of a professional educator as defined in article 12.1.
- TOSAs and Deans shall meet with their building or program administrator to determine their Extended Year Days and/or equivalent hours in advance of the work.
- The time may be worked on any non-student attendance day and/or outside of any contracted workday between July 1, prior to the start of the school year, and June 30, after the close of the school year.

- Any decrease from the above days/hours shall be mutually agreed upon by the Assistant Superintendent of HR and the Executive Director for the Association.
- All days/hours shall be recorded on a supplemental contract.