



# Action Line

Vancouver Education Association

Welcome Back!

September 2023

## Welcome to the 2023-24 School Year!!

Welcome back to a new school year filled with boundless possibilities and opportunities for growth! As the President of Vancouver Education Association, I am looking forward to connecting with you all as you embark on another exciting journey of shaping young minds.

Throughout this school year, let us continue to foster supportive communities where collaboration thrives, and where we uplift each other in both our triumphs and our challenges. Our unity is our strength and by standing together, we can accomplish even greater achievements for our students and our profession. As advocates for education, we have the power to shape a brighter future for generations to come.

Please know that the Vancouver Education Association is here to support you every step of the way. Whether it is advocating for better resources, addressing concerns, or celebrating your accomplishments, we are your unwavering allies.

Thank you for your dedication, passion, and commitment to education. Together, we will make this school year an unforgettable chapter in the lives of our students and ourselves.

*Jamie Anderson*

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## Get Ready for Labor Day in Washington

On Monday, September 4 – Labor Day 2023 – we celebrate that “Everything’s better when we’re Together!”. Standing together with co-workers in a Union makes a tangible difference in your life. We know that workers in labor unions make a lot more in wages than their nonunion counterparts. They are more likely to have health care benefits. They work in safer workplaces. They have more job security – even and especially in moments of economic crisis. Central Labor Councils across Washington State will be celebrating Labor Day with BBQs, picnics, and other celebrations. All union members and their families are invited to attend.

**KALAMA** — The Southwest Washington CLC and the Cowlitz-Wahkiakum CLC invite union members and their families to join them for a Labor Day Picnic from 11 a.m. to 3 p.m. on Monday, Sept. 4 at Haydu Park, 253 Kalama River Road in Kalama. [Get details here.](#)

## Interested in Negotiations or Grievances?

VEA is currently seeking applicants for the negotiations commission (specifically specialists and primary educators). Training will be provided. Contact VEA for a bargaining team application.

There are also opportunities to serve on the Professional Rights & Responsibilities commission. This small group reviews grievances submitted to VEA. Grievance training will be offered for interested members. Contact VEA for more information.

## Staff Meetings – Wednesdays – No more than an 8 hour day:

Any deviation from this language must have an MOU agreement. Contact VEA for assistance.

	Staff Start	Students Start	Students Day Ends	Staff Meeting Ends
Elementary	7:30	8:00	2:30	3:30
MS	8:50	9:20	3:50	4:50
HS and RBG	8:10	8:40	3:10	4:10
Flex.iTech/VSAA	8:50	9:20	3:50	4:50
GATE	8:15	8:45	1:45	4:15
JTC	8:30	9:00	3:00	4:30

\* Schedule sample above reflects an end of day staff meeting

**10.5C Wednesday for required meetings:** One (1) hour in an eight (8) hour day is set aside each week for principals to conduct staff and faculty meetings on topics and issues essential to teaching and learning, effective supervision and operation of schools. Principals will manage the time with a level of efficiency and effectiveness. Meetings will be based on agendas designed for the time allowed. Meetings will not routinely continue beyond the full workday other than to bring orderly conclusion to a discussion item or to conclude discussion on a critical item that cannot be deferred to the next meeting.

Four (4) staff meeting times a year shall be reserved for educator-directed activity. This shall include the staff meeting immediately before grading periods for all schools. For schools on a trimester schedule, this shall also include the staff meeting immediately before fall conference week.

Principals and program administrators will regularly collaborate with Association-designated representatives and SBLT regarding meeting agendas and feedback. If staff feedback recommends that a Wednesday meeting be adjusted or eliminated to provide more educator-directed time, the principal or administrator may adjust or eliminate staff meetings when appropriate. The principal or administrator may also grant specific requests to opt out of any given meeting due to circumstances of the individual educator(s).

## Staff meetings cannot extend the contract work day beyond 8 hours 10.5B On-site school day:

No educator will be required, except in an emergency circumstance and for special assignments covered in Chapter 13, to provide their services “on-site” for more than eight (8) continuous hours in one (1) contracted day. The “routine on-site day” (e.g., days not scheduled for meetings) will be seven and one-half (7 ½) continuous hours. One-half (1/2) hour of service is allowed to be performed “off-site” in a “routine on-site” day...

## VPS Changes Course Payment Business Practice



VPS has changed its business practice upon completion of a PD. Employees must respond within **ten business days**

after receiving the email request to log in to e-sign for payment for a course. Failure to sign by the deadline may affect credit and/or payment for this course. If participants have not electronically signed after 3 business days, a second email reminder will be sent. Exceptions can be made to employees on leave during the notification period.

## 23-24 WEA Membership Cards

The 23-24 membership cards are appearing in home post boxes of continuing members. New members will receive your card with the next printing of cards in late September. Please let [Cindy](#) know if yours did not arrive.



## Building Representative Leadership Training

Thank you to the sites who have communicated your contingent of VEA representatives for 23-24. Each site or recognized constituent group is allocated one rep for every 15 members. This team of reps keeps you, the member, informed of important information. [Sites or constituency groups](#) with rep vacancies should fill those positions prior to the first Rep Council meeting on September 11<sup>th</sup>. Contact VEA for assistance!

Training opportunities for new reps are scheduled in early October. Reps will sign up at the September 11<sup>th</sup> Rep Council meeting. VEA will also offer an advanced rep training in November. This is a great opportunity to unleash your leadership potential and receive first-hand information. Contact VEA for more information!

## Vancouver EA is Unique – We are a LOUP Council



The NEA Unified Staff Service Program (UniServ) is a cooperative between NEA, state, and local affiliates designed to make professional staff available to provide direct support and assistance to local affiliates and their active members on an on-going basis. Most UniServ councils in Washington State are managed by WEA and service multiple locals. Vancouver is unique in that it is a single local UniServ council that is locally managed (LOUP). There are only two LOUP councils in Washington (Vancouver and Pilchuck). Vancouver receives grant dollars each year from the NEA to help with staffing costs because we have at least 1200 active members.

Vancouver's Executive Board serves as the employer for our two staff (Graham and Cindy who are members of VUSA) and contracts with them separately from WEA. Staff colleagues in

WEA bargain their contract through their union WEASO. Currently WEASO members are working without a contract as negotiations continue. WEASO staff have already authorized a strike should WEA and WEASO fail to come to agreement by October 2<sup>nd</sup>. Please know that your VEA staff will not be on strike, but may support WEASO similarly to how VEA members are currently supporting colleagues in Evergreen and Camas.



### Adidas Pass Ends Soon

VEA members and up to four guests have access to the Adidas Employee Store through September 5. Bring your work ID/paystub, Photo ID and [this letter](#).

## It's a Bargaining year! What can we negotiate?

Contract negotiations deal specifically with "wages, hours, terms and conditions of employment." This list is stated in statute. The category "**wages**" is quite clear: anything dealing with the amount we are paid is negotiable. This includes basic salaries, stipends, how and when you're paid, reimbursements, incentives and your TRI compensation. Likewise "**hours**" - this includes how many hours per day, how many days each year and when workdays are scheduled. "**Terms and conditions of employment**" is a very broad umbrella phrase to cover virtually everything else that impacts your work life or is part of the expectations and environment of working for a particular school district. Evaluation procedures, insurance benefits, workload, leaves, representation rights, assignment and transfer, personnel files, etc. all come under this category.

The definition of "terms and conditions" has evolved and changed through the years. Many early collective bargaining agreements did not include provisions for prep time, site decision-making, the scope of committees, personal leave, released time, school leadership responsibilities or certain health and safety conditions. As new issues arise from state law or district practices, such become matters for our collective bargaining.

**Can we bargain everything?** State labor law rulings define some subjects as mandatory and others as permissive. Some districts unwisely play the permissive vs. mandatory game. Progressive management appropriately negotiate with the Association on any issue, problem or concern identified by our members. After all, if it's a problem for educators, it is also in the district's self-interest to address and try to resolve the issue via negotiations.

**Why can't VEA get everything we ask for?**

Bargaining is a give and take between the district and VEA. While we might not get everything we ask for in bargaining, neither does the district! Over time, we have made great progress and have protected gains made previously. Standing together /Standing strong yields the best results. We as individuals do not have bargaining rights. By law, only the bargaining agent --VEA -- has the right and obligations to engage in negotiations with the employer over "wages, hours, terms and conditions of employment". VEA takes this responsibility seriously and will engage with the membership throughout the process.

## **Know your class size!**

*Comprehensive Agreement  
Articles 10.17 and 10.23*

The maximum contracted number of students you serve (ie class size or caseloads) is identified in this section. Overload compensation may apply if the daily student contact numbers are greater than those identified in 10.17 or 10.23.

**Elementary** individual classroom maximum and secondary student-teacher maximum daily contacts:

**Grades K-3** – Maximum of 24 students

**Grades 4-5** – Maximum of 27 students

**Combination Classes:** 10.22E Combination Class K/1, 1/2, 2/3 and 3/4 - Maximum of 22 students

Combination 4/5 – Maximum of 25 students

Students placed in self-contained special education programs shall be figured in calculating the basic education class sizes at each grade level,

when one student spends more than 50% or if multiple students spend more than 25% of their day in a general education classroom to support meaningful participation and inclusion.

**Middle School** The maximum number of student-teacher daily contacts is based on 28 times the number of classes a teacher is required to teach in his/her duty day, up to 168 students. This ratio is intended to result in maximum class sizes of 28:1 in a seven-period day and 29:1 in a six-period day. Administrators will make every reasonable effort not to assign more than one (1) instructional period per semester in excess of thirty (30) students in a seven (7) period day, or thirty-one (31) students in a six (6) period day. A teacher shall be considered in overload if the total student-teacher count reaches more than one hundred sixty-eight (168) students in a seven (7) period day, or one hundred forty-five (145) students in a six (6) period day.

All classes, other than music (band and choral groups) and PE, that exceed these sizes will require review by the principals, VEA, and District administration.

**Special education students** shall be figured in calculating the basic education class sizes when those students are receiving instruction from the basic education teacher.

**Middle School PE:** - The maximum number of students per class is thirty-three (33) with a total aggregate of one hundred ninety-eight (198). When the aggregate exceeds one hundred ninety-eight (198), overload language shall be invoked. When regular PE classes exceed thirty-three (33) students, a safety review shall be conducted by the administrator with the teacher and a VEA building representative. Safety concerns that are not resolved in the review meeting shall be forwarded to the director of secondary education and the VEA executive director for further review and consultation. Class size and overload does not apply when a teacher requests a larger class size for a particular class.

**High School, VSAA, and iTech:** The maximum number of student-teacher daily contacts is based on thirty (30) times the number of classes a



teacher is required to teach in their duty day up to one hundred fifty (150) students for high school or up to one hundred eighty (180) for iTech and VSAA schools (90 students per day on an eight period block schedule). Administrators will make every reasonable effort not to assign more than one (1) instructional period per semester in excess of thirty-two (32) students. A teacher shall be considered in overload if the total student-teacher count reaches more than one hundred fifty (150) students for high school or more than one hundred eighty (180) for iTech and VSAA (90 students per day on an eight period block schedule).

### **High school, VSAA and iTech PE/Career**

**Choices:** Maximum number of students per class is 38 with a total aggregate of 190. When the aggregate exceeds 190, overload language will be invoked. When regular PE classes exceed 38 students, overload relief will be invoked and a safety review will be conducted by the administrator with the teacher and a VEA building rep. Safety concerns that are not resolved in the review meeting shall be forwarded to the director of secondary education and the VEA executive director for further review and consultation. Class size and overload do not apply when a teacher requests a larger class size for a particular class. Any classes, other than music (band and choral groups) and physical education, that exceed this size shall require review by the principals, VEA, and District administration unless the higher class size is requested or approved by the teacher.

**HS, VSAA and iTech lab classes.** Classes over 31 students per period will receive a safety review. Safety concerns not resolved in the review meeting shall be forwarded to VEA and the director of secondary education.

### **OTHER SPECIALTY CLASSES:**

**10.23A-G Jim Tangeman Center:** One (1) teacher and two (2) paraeducators for up to ten (10) students.

**Structured Learning Centers:** One (1) teacher, two (2) paraeducators for up to twelve (12) students.

**Developmental/Transitional Skills:** One (1) teacher and two (2) paraeducators for up to ten (10) students

**Intensive Academic Centers (IAC):** One (1) teacher and two (2) paraeducators for up to twelve (12) elementary students and fifteen (15) secondary students

**Structured Communications Centers:** One (1) teacher and two (2) paraeducators for up to nine (9) students.

**Supported Communications Programs:** One (1) teacher and two (2) paraeducators for up to thirteen (13) students.

**GATE:** Up to sixteen (16) students per FTE teacher and two (2) paraeducators.

**Hard of hearing/deaf:** one (1) teacher for up to twenty (20) students

### **Elementary Learning Support**

Students already being served by 1:1 paraeducator shall not be included for staffing paraeducators.

1. .5 teacher, 0 para hours for 1-8 students, substitute days equivalent pay per semester – 0.
2. 1 teacher, 0 para hours for 9-15 students, substitute days equivalent pay per semester – 0.
3. 1 teacher, 3 para hours for 16-25 students, substitute days equivalent pay per semester – 2
4. 1 teacher, 6 para hours for 26-32 students, substitute days equivalent pay per semester – 3.
5. When student class size reaches the thirty-three to forty-two (33-42) range, a meeting shall be held with the principal and learning support teacher to select class size relief.

**Secondary Learning Support:** One (1) teacher, six (6) paraeducator hours for every thirty-two students. For those <32, the elementary formula is used for staffing allocation.

### **10.23H and I Early Childhood/Special Education provisions**

One (1) teacher and two (2) paraeducators for up to eleven (11) students per one-half (½) day session, for a total of up to twenty-one (21) students per caseload.

# CASELOAD



## ESA Section 10.23M-Q

**Nurse** ratio 1:1100 students per full-time FTE

**Psychologists** ratio 1:950 students per full-time FTE

**Counselor** ratio 1:300 students per full-time FTE.  
504 caseloads exceeding 10% prompts a meeting to mitigate overload.

**PT** ratio 1:5,000 students per full-time FTE

**OT** : 46 students per full-time FTE (subject to overload)

**SLP**: 50 students (subject to overload)



### Checkpoint to review class size & Overload

10.18 Overload is calculated monthly (Oct-May). Cumulative overloads earned for each semester will be paid in February and June respectively.

10.19B Five working days after the opening of school, the building principal will meet with the Association faculty representatives and/or building staff to review and discuss the reorganization of the building to alleviate areas of overload to equalize workload among staff.

Overload provisions shall not be in effect during the first 15 student attendance days of the school year, and at the beginning of the semester. During the first 10 days and on the earliest day possible, the building administrator will initiate a meeting with the teacher in an overload situation and the building rep to resolve the overload.

### *What YOU need to KNOW in September*

#### *Excess Return*

7.14A Were you involuntarily transferred out of a building last year? Excessed members will be given the opportunity to return to the building from which excessed to openings that occur prior to the October student count day.

## *Evaluation*

8.4E Certificated employees will be notified within the first thirty (30) days of the beginning date of the school year (or date of hire) of the name of their evaluator and their type of evaluation for that year.

## *Student Focused Activities*

**10.8B Student body activities:** The Board and the Association agree that the certificated staff should share the responsibilities involved in student body activities. It is recognized that certificated employee participation in student body activities will be expected.

**Hours of student body service:** Early in each year a building administrator will identify for the building certificated faculty the student activities planned for the ensuing year and the number of adults that will be required to be in attendance to assure adequate supervision. Adults from the community should be recruited by the building administration by all reasonable methods to fill as many assignments as are prudent from that source. The preferences of teachers must be considered in making duty assignments. Individuals will sign up for up to three (3) events totaling no more than eight (8) hours. Individuals are welcome to truly volunteer for more hours of student body service. Jointly the VEA representative and building administrator will co-facilitate this process. A sample list of activities would include dances, carnivals, sporting events (non-paid), book fairs, VEA building representative/executive board.

Learning Support Teachers, Self-Contained (including GATE and JTC) Teachers, and ESAs will not be required to sign up for “up to three (3) events totaling no more than eight (8) hours,” but may sign up for some or all such student body activities at their own discretion.

**10.8C Curriculum nights:** Teachers are required to meet with families/guardians at one (1) evening meeting each year to explain the curriculum program and/or the instructional procedures to be followed in class. (Note: The date of such a meeting will be communicated to teachers not later than the first week of school.)

## Professional Development for Members Only

### WEA TPEP Professional Learning now available

WEA TPEP professional learning is developed and facilitated by member leaders from across the state. Changes are coming to TPEP student growth goals, and educators who have implemented these new goals in their own classrooms are leading professional learning throughout the year.

In 2023-24, both the previous and the new student growth goal rubrics are available. Vancouver educators will be using the Final Revised Student Growth Goal Rubrics. Beginning 2024-25, all teachers in Washington state will be using the new rubrics.

**[Register for 2023-24 WEA TPEP Professional Learning](#)**. You must use your non-school email to register for these courses.

### Developing Student Growth Goals with the New Rubrics (3 clock hours) [Register](#).

Learn about changes to TPEP Student Growth Goals. Examine the shifts, including an increased focus on educator reflection, and using students' assets in developing goals. Explore tools and resources for your own student growth goal-setting process. **All courses meet via Zoom, 4:30-7:30 pm. 3 clock hours.**

- Wednesday, September 20, 2023
- Tuesday, October 10, 2023
- Thursday, November 2, 2023
- Tuesday, December 5, 2023
- Monday, January 22, 2024
- Thursday, February 8, 2024
- Wednesday, March 6, 2024
- Tuesday, April 16, 2024
- Thursday, May 30, 2024

### TPEP 101: Artifacts and Evidence. (2 clock hours) [Register](#).

Explore the major components of the TPEP evaluation process and learn about updates which

enhance professional growth and improve student learning. Emphasis includes state criteria, comprehensive and focused evaluations, and scoring methodologies. Demystify collecting and providing evidence. Get tips to harvest evidence to best represent your instruction and align to your framework.

**All courses meet via Zoom, 4:30-6:30 pm. 2 clock hours.**

- Thursday, October 12, 2023
- Wednesday, November 8, 2023

## VEA Leadership Meeting Calendar for 23-24

VEA's governance meetings are open to the membership, however only the delegation of representatives is allowed to vote. Rep Council meetings will be held via Zoom and begin at 5:00 pm. Executive Board meetings will be held in person at VEA with a hybrid option and begin at 5:00 pm.

### Rep Council

September 11  
October 9 (joint meeting with VPS admin)  
November 6  
December 4  
January 8  
February 5  
March 4  
April 15  
May 6  
June 3

### Executive Board

September 25  
October 23  
November 20  
December 11  
January 22  
February 26  
March 18  
April 29  
May 20  
June 10

