

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE SPOKANE SCHOOL DISTRICT
AND
THE SPOKANE EDUCATION ASSOCIATION
REPRESENTING
CERTIFICATED EDUCATION SPECIALISTS, SPECIAL EDUCATION DEPARTMENT

The District and the Association agree the following memorandum of understanding represents an agreement reached regarding the changes in hours and working conditions as a result of the new job description for the Education Specialists in the Special Education Department. This memorandum of understanding is for the duration of the 2017-2018 school year, with a semester check in to review initial data and make revisions as agreed upon by the parties.

Current employees will be grandfathered (Education Specialist/Behavior Intervention Specialist)

- 5 days/week – 8 hrs/day
 - With supervisor approval, the additional hour (8th hour) may be flexed occasionally to provide program training or perform responsibilities as assigned
- Current stipends/compensation remain in effect
 - Professional Responsibility stipend
 - Ed Specialist/Behavior Intervention Specialist Stipend
 - Case management TRI
 - 44 Hours of TRI
 - 5 additional days before school year begins
- All other contractual rights provided in the CBA remain in effect

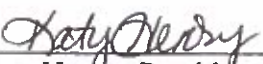
New Education Specialists

- 5 days/week - 7 hrs/day
- 5 additional days before school year begins
- Case management TRI
- 44 Hours of TRI
- Professional Responsibility stipend
- Up to 45 hours for the first semester, and up to 45 hours for the second semester, (hours do not carry over from one semester to the next), paid at per diem, to attend meetings related to job responsibilities outside the work day that are not case management.
 - These hours will be approved by the supervisor.
 - These hours will be voluntarily worked by the employee.
 - These hours will be submitted on an exception hours form on a monthly basis by the 10th of the month to be paid within the pay period following the time worked. Exception hour forms should be submitted to the supervisor for sign off and for data collection/tracking purposes. The employee's timekeeper will process the forms.
 - The District and SEA agree to review the utilized hours at the semester check-in.
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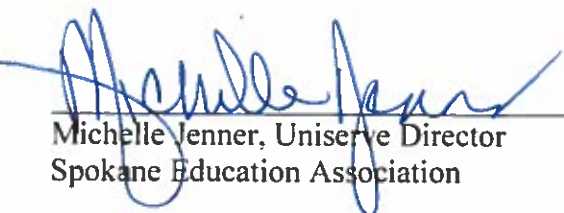
- Training
 - If an employee volunteers to provide training or professional development that requires work outside of the work day, employees will be compensated at per diem
 - 9 hr PD
 - If an employee volunteers to provide 9hr training to another group that requires work outside of the work day, employees will be compensated at per diem
 - If an employee volunteers to provide some or all 9 hours of PD to another program, the employee will still be provided 9 hours of PD related to their job assignment
 - Training hours will pre-approved by the supervisor and be submitted via an exception hour form
- Caseload
 - Secondary: Assigned to no more than 7 schools
 - Elementary: Assigned to no more than 10 schools
 - Consideration will be given to the impact of each intervention when determining assignments with reasonable effort focused on balancing high impact requests using the 1-5 rating scale.
 - A longitudinal study will be conducted during the 2017-18 school year that will gather data and evaluate the need and impact of each intervention to determine equitable distribution of work load.
 - The data to be collected and reviewed includes the following:
 - Total number of intervention requests
 - Type of intervention requests (teacher/student)
 - Duration of intervention requests
 - Program distribution of requests
 - Level distribution of requests
 - The parties will meet prior to the end of the 2017-18 school year to review the study results.
- All other contractual rights provided in the CBA remain in effect.

The parties may agree to modify or extend this memorandum of understanding by mutual agreement.

FOR THE ASSOCIATION:



 Katy Henry, President
 Spokane Education Association



 Michelle Jenner, Uniserve Director
 Spokane Education Association

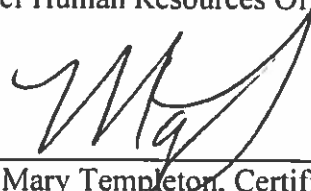
9-19-17

 Date

FOR THE DISTRICT:



 Dr. Linda McDermott, Chief Financial & Interim
 Chief Human Resources Officer



 Dr. Mary Templeton, Certificated Personnel Director
 Human Resources

 Date