
MEMORANDUM OF UNDERSTANDING
BETWEEN SPOKANE PUBLIC SCHOOLS
AND
THE SPOKANE EDUCATION ASSOCIATION
REPRESENTING
ALL SEA REPRESENTED EMPLOYEE GROUPS

2020-21 School Year Calendar

The Spokane Education Association and the Spokane School District agree to the terms of this Memorandum of Understanding (MOU) to address the unique circumstances related to the COVID 19. It is also acknowledged that the global pandemic of COVID-19 is an unprecedented developing situation, in the event the expectations from the state or federal government change the parties will reconvene. The terms made as a result of this Memorandum of Understanding (MOU) are one time only and non-precedent setting. All other portions of the Collective Bargaining Agreements not addressed here shall remain in full force and effect.

The District and Association agree to the following calendar for the 2020-21 school year.

August 31st – September 4th Staff Professional Development

The Professional Learning Improvement Day from October and four (4) hours from Conference hours and three (3) hours from Principal directed time will be moved to September 3rd and September 4th, creating a full five day week for staff prior to the student start to be used as follows:

- August 31st will be utilized as follows:
 - **AM** - Principal Directed (Focus on staff well-being/teacher check-in) + logistics + support (How do we build community ‘from a distance’)
 - **PM** – Models (building specific implications)/Conference Screener introduction and prep
- September 1st will be utilized as follows:
 - **AM** – District directed Content or Grade Level Blended Learning/Digital Tools (instructional strategies/pedagogy/application of tools and delivering instruction in a virtual setting)
 - **PM** – Department/Grade Level Planning
- September 2nd will be utilized as follows:
 - **AM** – Superintendent message (all), SEL (elementary), Equity Resolution and Discipline Plan (secondary)
 - **PM** – Models (all), SEL (secondary), Equity Resolution and Discipline Plan (elementary)
- September 3rd will be utilized as follows:
 - **AM** – Safety Trainings (Common training for subs, classified, certs)
 - **PM** – Conference Prep and Department/Grade Level Planning
- September 4th will be Teacher Workday

September 2nd and 3rd training days shall include all staff.

All of the training during the week of August 31st – September 4th will be held virtually. However, staff can choose to be on site.

Classified School calendar: Due to the October PLID day (October 9) and the weather make up day in March (March 15) now becoming student days, employees who previously did not work on the PLID and now have to work on the weather make up day will follow the adjusted start/end date chart below. Any employee can work with their supervisor if they have a scheduling conflict around the PLID day.

September 8th – 11th Parent-Teacher Conferences

The week of September 8th through the 11th shall be utilized for Parent-Teacher conferences. This will move the November Conference week for both Elementary and Secondary to this week. These days shall count as student contact days.

Conferences will be held virtually or in person at the discretion of the employee. Buildings will develop a schedule to adhere to safety protocols including limiting people in a building at a given time.

Conferences will be conducted with each family for Elementary, including WA-KIDS conferencing, and for each family of advisory students for Secondary. Elementary specialists will offer short live webinars for families to attend during the conference week to describe and orient families to how their content will be delivered in a virtual environment.

This time will also be used to schedule IEP meetings. IEP meetings will be held virtually unless an in-person conference is requested by the parent. At the discretion of the employee, the IEP meeting may be held in person. Buildings will develop a schedule to adhere to safety protocols including limiting people in a building at a given time.

Staff will use their professional judgement after conferring with building administrator to flex the times they are scheduling with families to meet the families' need.

In the event a switch from full remote to an in-person model is needed as an entire system or as a partial/rolling transition, those affected by the switch will be granted the following time to support the transition:

- The differentiated instructional blocks in the afternoon in the real time remote model will be cancelled for one full week.
- The principal directed meeting/collaboration time in the real time remote model will be cancelled for one full week.

Conferences will be used for meeting families, ensuring kids/families have knowledge of technology tools and community resources, checking in related to needs of the family and social emotional health of the student, coordinating related services including ELD and interventions, explaining the days schedule for learning, holding IEP meetings, updating health care plans. The district will send out a pre-conference needs assessment survey and will organize technology/supply checkout prior to the start of the conference week.

Friday Collaboration is outlined within the bargained schedules for both face-to-face/hybrid model and the real time virtual model

- Open Houses will not be held during the 2020-21 school year.
- First day of school for students: September 14th
- Semester Break: February 1st
- March 15th weather make up day will now be a student instructional day
- Last Day of school for students: June 18th (1/2 day)

Elementary conference week in March will remain, with the exception that only three (3) hours of time outside the student day will be utilized rather than 3.5. The parties will reconvene to discuss the impacts of March conferences in the event Elementary schools are in the full remote model.

The remaining pieces of the calendar shall remain the same.

2020-2021

First Day 9/14/2020

August '20							Professional Learning Improvement Day (PLID)							February '21						
S	M	T	W	T	F	S	Teacher Workday							S	M	T	W	T	F	S
						1	Friday Collaboration/Early Release								1	2	3	4	5	6
2	3	4	5	6	7	8	First Day of School/ Last Day of School							7	8	9	10	11	12	13
9	10	11	12	13	14	15	Holidays/ Winter Break/Spring Break							14	15	16	17	18	19	20
16	17	18	19	20	21	22	Elementary Conferences							21	22	23	24	25	26	27
23	24	25	26	27	28	29	Secondary Conferences (Sept only)							28						
30	31																			
September '20							March '21													
S	M	T	W	T	F	S	Aug. 31- Sep 4: PLID's/Teacher Work Day							S	M	T	W	T	F	S
		1	2	3	4	5	Sept. 7: Labor Day - no school								1	2	3	4	5	6
6	7	8	9	10	11	12	Sept 8-11: K12 Launch Conferences							7	8	9	10	11	12	13
13	14	15	16	17	18	19	Sept. 14: First day of School							14	15	16	17	18	19	20
20	21	22	23	24	25	26	Nov. 11: Veteran's Day - no school							21	22	23	24	25	26	27
27	28	29	30				Nov. 25-27: Thanksgiving Break							28	29	30	31			
October '20							April '21													
S	M	T	W	T	F	S	Dec. 21-Jan. 1: Winter Break							S	M	T	W	T	F	S
				1	2	3	Jan. 18: MLK Day - no school											1	2	3
4	5	6	7	8	9	10	Feb 1: Last day of 1st Semester - no school							4	5	6	7	8	9	10
11	12	13	14	15	16	17	Feb. 15 President's Day - no school							11	12	13	14	15	16	17
18	19	20	21	22	23	24	March 5: PLID							18	19	20	21	22	23	24
25	26	27	28	29	30	31	Mar. 29-Apr. 2: Elementary Conferences							25	26	27	28	29	30	
November '20							May '21													
S	M	T	W	T	F	S	May 31: Memorial Day - no school							S	M	T	W	T	F	S
1	2	3	4	5	6	7	June 18: Last day of School 1/2 day													1
8	9	10	11	12	13	14								2	3	4	5	6	7	8
15	16	17	18	19	20	21								9	10	11	12	13	14	15
22	23	24	25	26	27	28								16	17	18	19	20	21	22
29	30													23	24	25	26	27	28	29
December '20							June '21													
S	M	T	W	T	F	S	# School Days	Collab Dates, #	Enrich Dates, #	S	M	T	W	T	F	S				
							Aug	0									1			
			1	2	3	4	Sept	17	25	1	1,2,3,4	4					2			
6	7	8	9	10	11	12	Oct	22	23	1							3			
13	14	15	16	17	18	19	Nov	17	20	1							4			
20	21	22	23	24	25	26	Dec	14	4	1							5			
27	28	29	30	31			Jan	19	8,22	2							6			
January '21							Feb	19	5,19	2							7			
							Mar	22	19	1	5	1					8			
						1	Apr	17	23	1							9			
3	4	5	6	7	8	9	May	20	7,21	2							10			
10	11	12	13	14	15	16	June	13		0							11			
17	18	19	20	21	22	23	TOTAL	180		12							6			
24	25	26	27	28	29	30											12			
31																	13			
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51 hours enrichment		51
Aug 31	No Change	7
Sept 1	No Change	7
Sept 2	No Change	7
Sept 3	From 10/9 PLID	7
Sept 4	From 4 Conf + 3 Bld/Prg C	7
March 5	PLID (no change)	7
	remaining)	3
	Bld/Prg Directed (partial	6

NOTE: Friday Collaboration Days will be outlined in the Real-Time Remote Learning model & the In-Person Learning model MOU's

Classified Non-12 Employees Modified Start/End Dates

Modification to begin or end dates are noted in red below.

(Each unit will need 2 days back to make up for the move of 10/9 PLID and 3/15 Snow days being school days now)

Unit		Days	Old Start	Old End	New Start	New End
SC	Library Clerk	194	August 28	June 18	September 1	June 18
SC	Other designated Secretaries in School Buildings and Central Administration	198	August 26	June 22	August 26	June 18
SC	Designated Assistant Secretaries in School Buildings, Elementary Assistant Secretaries, High School Assistant Secretaries, Elementary Office Manager, Secretary-Title VII Indian Ed	204	August 18	June 22	August 20	June 22
SC	Designated Central Admin Secretaries, High School Assistant Secretaries, Middle School Secretaries/Clerks, Student Office Secretary, Secretary, Special Ed	211	August 19	July 2	August 19	June 30
SC	Middle School Office Manager High School Assistant Secretaries Other Designated Secretaries in School Buildings and Central Administration	214	August 14	July 2	August 14	June 30
ESS - Para	Paraeducator Special Programs Special Ed Title/LAP	191	September 2	June 18	September 2 & 9/8 & 9/9 as non-work days	June 18
ESS - Para	Media Transcriber, Visually Impaired	211	August 17	June 30	August 17	June 28
NS	*Assistant Manager Worker I Worker II	189	September 3	June 17	September 8	June 17
NS	*Elementary Manager Manager I, II, III	190	September 3	June 18	September 8	June 18
ESS - Express	Activity Leader Site Director	193	September 1	June 21	September 2	June 18
ESS - Other	ECEAP Family Support STEM Career & College Language Specialist Bilingual Specialist Interpreter Itinerant Interpreter Truancy Liaison Licensed Nurses/LPN *SVL Support Specialist	191	September 2 September 2 September 2 September 2 September 2 September 2 September 2 September 2 September 2	June 18	September 2 September 2 September 2 September 2 September 2 September 2 September 2 September 2 September 4	June 16 June 16 June 16 June 16 June 16 June 16 June 16 June 16 June 18
ESS - Other	Classified Registered Nurse School Academic Support Student Support Specialist	194	August 28	June 18	Sep 1	June 18

	Homeless Community Specialist School Community Facilitation Specialist					
ESS - Other	Family Mental Health Therapist	198	August 26	June 22	August 28	June 22
ESS - Other (CRO)	Campus Resource Officer	200	August 20	June 18	August 24	June 18
ESS - Other (SCS)	School Community Specialist	200	August 27	June 25	August 27	June 23

*Employee groups with a return to work date after September 2nd will work with their Supervisor or Program Director to develop a plan that will allow the employee to participate in the September 2nd district training for all staff.

FOR THE ASSOCIATION:

FOR THE DISTRICT:



Jeremy Shay, President, SEA

Jodi Harmon, Executive Director Labor Relations
Human Resources

Michelle Jenner, UniServ Director, SEA

August 10, 202

Date

Date