



MEMORANDUM OF UNDERSTANDING
BETWEEN
THE SPOKANE SCHOOL DISTRICT
AND
THE SPOKANE EDUCATION ASSOCIATION
REPRESENTING
CLASSIFIED EMPLOYEES

Classified proposal for moving to a 3 ft social distancing requirement

IT

We do not believe that change for 5/6 to return to full time instruction impacts this unit. All MOUs and the CBA will remain in full force and effect.

NS

1. NS Supervisors will continue to support elementary managers with providing an average number of students who get lunch on any given day and will work together to manage production numbers. Due to the potential flexibility of the start date for full time return, no manager will be held responsible for any food that spoils that was ordered specifically for the 5/6 return.
2. NS staff will not be required or asked by any supervisor or administrator to supervise students.
3. NS supervisors shall provide an optional one-hour meeting time, to be paid in exception hours, to answer questions and address concerns regarding the full time return of 5/6 grade.
4. All other CBA language and modifications made by previous MOUs shall remain in full force and effect.

SC

1. No secretarial, clerical or library clerk shall be asked or required to supervise students while eating.
2. All other CBA language and modification made by previous MOUs shall remain in full force and effect.

Unified Trades

1. It is the job of the bull gang to move furniture to school sites. Any work that is determined by supervisors to be completed after hours shall be offered to these employees.
2. If, by the last 3 days prior to the return of students, this work is not yet complete, supervisors may request support from warehouse drivers to deliver, unload and load

furniture. In addition, other members of the Unified Trades may be offered overtime opportunities to provide support to moving furniture into school buildings. This overtime will be offered following the snow plowing language in the CBA.

3. All other CBA language and modification made by previous MOUs shall remain in full force and effect.

ESS

1. Nursing

- a. Classified nurses will be provided seven (7) hours of additional TRI time to complete work that is not completed during the school day due to additional COVID responsibilities in the health room and contacting families regarding absences.

2. Paraeducators


- a. As part of their regular contract, elementary resource para educators can provide up to ½ an hour of their workday to provide lunch supervision.
- b. Para educators may continue to be used as meaningful work so long as the programs/ students they support are not impacted.
- c. All other CBA language and modification made by previous MOUs shall remain in full force and effect.

Custodians

1. The setup of any and all classrooms, multi-purpose rooms and any other room that may need to be adjusted to accommodate for the full return of 5/6 grade. This work shall be completed after work hours by voluntary overtime.
 - a. Overtime shall be offered to the custodial staff at each building first.
 - b. If there are not enough volunteers to complete the moves for an elementary school, overtime as outlined in the CBA will be followed. If there are still opportunities, it will then be offered to secondary custodians, elementary schools that have their setup complete, other worksite custodians in rotational seniority order by district seniority.
 - i. Employees interested in overtime shall send an email to their supervisor expressing interest.
 - c. Night shift staff at a secondary or other location will be allowed to leave their shift at 10:00 PM to travel to the school in which they are providing overtime help.
 - i. Custodians will scan their key card on the reader when leaving their home school site and arriving at the new school site.
 - d. Due to the short notice of the need to complete this work, the district will offer premium pay in order to incentivize volunteers. If any overtime for set up of rooms for the 5/6 transition has already occurred between the dates of Friday April 16th and Wednesday, April 21st, premium pay will be paid retroactively.
 - e. Staff will be authorized to complete overtime until such time the set up for a school has occurred.

4. Itinerant and on-call subs may be used to complete this work during the school day/night shift is completing their regular workload, but they will not be used to complete set up work if there are positions that will remain empty due to employees being on leave.
5. Preschool-4 grade classrooms need to maintain their 6-foot distancing as they eat in the classroom.
6. School plans for 5/6 meals/snacks shall not create additional workload for custodians outside the regular and normal tasks associated with meal/snack service.
7. All other CBA language and modification made by previous MOUs shall remain in full force and effect.

FOR THE ASSOCIATION:




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Date

FOR THE DISTRICT:



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April 21, 2021

Date