



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

SVA Spokane Virtual Academy MOU

This MOU is for the 2021-22 school year only. Any provisions not covered in this MOU that are part of the Collective Bargaining Agreement remain in full force and effect.

- SVA is an options K-8 school, separate from the student's home school. Students who enroll in SVA will become students assigned to Spokane Virtual Academy.
- **Elementary Schedule:** Students will have content delivered in two instructional blocks. One block will be from 8:30-11:30 and one will be from 1:00-2:30. The core instruction block will include a whole group class meeting, whole group instruction, and small group instruction. The school day will follow the elementary school schedule from 8:30am-3:00pm with a break for lunch and student independent work time. Students will also have live exploratory electives and small group intervention time. Below is who will be providing instruction to students:
 - Classroom teacher for Math, Literacy, Social Studies/Science, Social Emotional Learning lessons
 - Specialist sessions for Fitness
 - Small group intervention session, as needed (Classroom Interventions, Intervention groups, Special Ed, ELD). Interventions will be provided to students using the same criteria by which students in brick and mortar environments are identified.
- **Secondary Schedule:** Students will have an Advisory/SEL of up to 20 minutes per day that will utilize the district curriculum for SEL. Students will have content delivered in three instructional blocks. One block will be for Humanities, one for STEM and one for Electives/Interventions. The school day will follow the elementary school schedule from 8:30am-3:00pm with a break for lunch and student independent work time. Middle school teachers will be assigned for Math/Science, English/Social Studies, Fitness, (Art, World Language, CCLR, and CTE options will vary based on enrollment) Students will have live exploratory electives and small group intervention time. Below is who will be providing instruction to students:
 - Classroom teachers for Humanities, STEM and Social Emotional Learning

- lessons
- Specialist sessions for Fitness
- Elective teachers for the exploratory electives
- Small group intervention session, as needed (Classroom Interventions, Intervention groups, Special Ed, ELD)

Sample Schedules

The schedule below is a sample of a classroom teacher’s day. It is possible that prep and lunch may not fall in the same block time, however the sample schedule shows the minutes designated for WAC, Instruction, Lunch, Prep, etc.

Elementary	
Class Times	Activity
8:00-8:30	WAC Time
8:30-8:45	Morning Meeting/SEL
8:45 – 11:30	Instructional Block I
11:30-1:00	Lunch/Prep
1:00 – 2:30	Instructional Block II
2:30-3:00	Office Hours
3:00-3:30	WAC
Secondary	
Class Times	Activity
8:00-8:30	WAC Time
8:30-8:50	Advisory/SEL
8:50-10:10	Humanities Block
10:15-11:30	STEM Block
11:30-1:00	Lunch/Prep
1:00-2:30	Intervention/Enrichment/Elective Block
2:30-3:00	Office Hours
3:00-3:30	WAC

- Students shall have access to activities, athletics, etc at their home school so long as DOH and L&I guidelines can be followed.
- Conferences: K-8 SVA will follow the Elementary Conference Language in the CBA
- Evaluations: SVA employees will have the SVA administrator as their primary evaluator and will follow the evaluation model for classroom teachers with the exception that all SVA staff will be given a “Proficient” on Criterion 5.
- SVA staff will follow the SPS Calendar. This will include any weather cancellations, PLIDs, breaks, etc.
- Friday collaboration as outlined in the CBA will be part of the SVA schedule for staff and students

- Teachers will be assigned to the Spokane Virtual Academy program commensurate with student enrollment at the district proposed levels of student/teacher ratios and specialist assignments for the 2021-22 school year where possible and not to exceed contract language without paying overload pay to include:
 - Elementary classroom teachers and Specialists (Fitness), and Intervention teachers (as needed)
 - Special Education teachers will be assigned as the student's case manager Special Education teacher may carry up to their contracted caseload.
 - Students receiving special education services will continue to do so through Spokane Virtual Academy. Academic, behavioral, psychologist, OT, PT, and SLP services can all be provided through a virtual format by our special education staff.
 - Counselors, MTSS, Interventionists, TIS, Mental Health therapists, and any other supports provided to staff at brick and mortar schools will be assigned to the SVA program on a pro-rated basis based on student enrollment and staff FTE.
 - Student receiving ELD services will continue to do so, through a virtual format by ELD staff. Staff assignments will follow current practice.

Teacher Work Day

Five (5) hours of preparation time per week will be provided. All other provisions related to preparation time outlined in the CBA will be followed.

- SVA staff will make weekly contact with students and parents.
- SVA staff will provide monthly reports to parents.
- SVA staff will document weekly students not making progress.
- Staff will receive a 30-minute duty free lunch daily
- WAC time will be (4.5 hrs/week). (WAC refers to Article IV Section 25E: Employees shall begin their work day thirty (30) minutes before the student's school day begins and shall continue thirty (30) minutes after the student's school day ends, except on days that administratively called faculty meetings are held).
- Staff meetings scheduled by the administrator shall follow the provisions outlined in the CBA
- Two and a half hours a week will be designated as office hours to be scheduled at the teacher's discretion and communicated to families. These can be scheduled outside instructional time. Office Hours are for intentional student and family outreach and support. In the week that monthly reports are due, Office Hours will be limited to three (3) days that week in order for SVA staff to complete reports.
- The teacher workday will be 7 hours in total, inclusive of one hour of WAC time (with the exception of Fridays) and a half hour of Office hours.
- Employees working within this program will be working from an adequate independent dedicated SPS working location.
- Any contract provisions not included here or within the General Working Conditions are in full force and effect.
- Report Card timelines will follow SPS district learning expectations and reporting schedule.

- Teachers will be assigned a laptop, an additional monitor, and any other equipment necessary for real time remote instruction (ie: document cameras, headphones, microphones).

Teachers and staff assigned to SV Academy program will be supported by the SVA administrator following their regular directions and procedures for documentation and approvals for schedules, supplies and materials, timekeeping, etc.

Teacher Professional Development

- Training for Virtual Learning Best Practices will be provided at fourteen (14) hours of per diem pay. The training will be optional.

FOR THE ASSOCIATION:



Jeremy Shay
President, Spokane Education Association



Michelle Jenner
UniServ Director, SEA

June 17, 2021

Date

FOR THE DISTRICT:



Jodi Harmon
Executive Director, Human Resources



Adam Swinyard, Ed.D.
Superintendent, Spokane Public Schools

June 17, 2021

Date