

AEA and ASD
Memo Of Understanding for COVID-19
March 18, 2020

This MOU will serve as the entirety of the agreements reached between the Auburn School District and Auburn Education Association.

“Certificated staff” in this document refers to all employees of the AEA bargaining unit.

1. Compensation and Benefits

- A. No employee on a continuing or leave-replacement contract shall lose contracted compensation as a result of the school closure(s) related to COVID-19.
- B. The District will continue to pay extra-curricular, co-curricular, stipends, and all other supplemental contracts that have been issued.
- C. Any long-term and/or permanent substitute who accepted a position, any portion of which is affected by the school closure(s), shall be paid for the full duration of the position they accepted.
- D. Certificated staff shall be allowed to use sick, personal or unpaid leave at their discretion with no doctor’s note required
- E. Employees who were eligible for insurance benefits shall maintain their benefits and the employer paid portion of the monthly premium. No health benefits of any employee will be adversely impacted.
- F. The District will provide opportunities for those employees with supplemental extended day contracts to fulfill their respective responsibilities.

2. District Responsibilities

- A. The District will follow OSPI guidelines for waivers related to COVID-19. The school year will end on June 19th, unless the state otherwise directs. In the case that the state extends the school year past June 19, 2020, the Auburn School District will comply with OSPI mandates. Any change to the calendar, workday or compensation will be negotiated with AEA.
- B. The District will assist in community and nation-wide efforts to limit the spread of COVID-19 by encouraging social distancing and remote working.
- C. Professional Learning Community (PLC) will continue Mondays. Meeting times will be agreed upon by PLC certificated members and communicated to the principal. Collaboration will occur remotely as determined by the PLC certificated members. PLC meeting times will not exceed 1 hour in length per week. PLC certificated team members will have control over agendas and discussion topics. At no time will this remote model cause any AEA member to exceed 1 hour of PLC meeting time per week.
- D. The District shall utilize school email, the District website, social media sites, and communicate directly to the AEA President to announce COVID-19 related information. The district will communicate to the community that educators will be providing enrichment opportunities in multiple modes for families that choose to participate.

3. Evaluations

- A. The district will follow the guidance from OSPI on all staff evaluations and will bargain with AEA any impacts.

4. Certificated Staff Duties during the Closure. Certificated Staff will adhere to the following work expectations:

- A. Certificated Staff will be allowed to work remotely from home throughout the closure (except during the scheduled spring break). ASD and AEA will follow OSPI guidelines for return to work. The parties will meet to bargain any impact upon working conditions.
- B. Certificated Staff will provide enrichment opportunities consistent with their job descriptions based on their professional judgment. These enrichment activities shall not be considered to be a continuation of normal educational services and will have no negative impact to current student grades.
- C. Classroom teachers will connect with their families by March 23rd using their professional judgement in choosing their method(s) no less than one time per week during the closure. Secondary staff will use March 19-20 for planning and preparation of remote enrichment activities. Elementary staff will use March 19-20 for planning and preparation of remote enrichment activities.
- D. The District will provide staff with professional development, training and ongoing support in the preparation of providing remote enrichment opportunities for students. Staff will self-determine their need for this training through April 3, 2020 (April 6-10 is spring break). The training will occur remotely.
- E. Certificated Staff will check emails throughout each workday, respond to correspondence daily, provide student and parent feedback except for spring break.
- F. Professional educators know their students, families and school communities best. They will use their workday to provide enrichment activities that fit the unique needs of their students.
- G. Certificated Staff can flexibly work their FTE hours daily as long as they adhere to subsection 4.E above.
- H. Certificated Staff will use the appropriate leave if unable to complete duties as described in this section.
- I. Should the school closure extend beyond April 24th, AEA and ASD agree to bargain additional impacts not addressed herein.
- J. Certificated employees without direct classroom instructional responsibilities shall complete work related job duties consistent with their respective job description.

5. Other Provisions

- A. Return to work provision. If school resumes during the 2019-2020 school year ASD and AEA will follow OSPI guidelines for return to work. The parties will meet to bargain any impact upon working conditions. Any CDC guidelines in effect shall still be followed.
- B. IEP's, Special Education evaluations and 504 plans will be maintained and addressed per OSPI's guidelines.
- C. Employee safety is a paramount concern during the COVID-19 outbreak, in the case the staff are allowed access to their worksites, the district will ensure that each worksite has adequate disinfecting supplies.

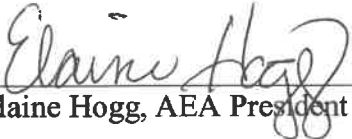
Employees are not required to clean and sanitize classrooms; however, the supplies will be available for their use. Employees should not purchase cleaning supplies and should contact the custodian or building administrator for cleaning needs.


- D. AEA and ASD agree to meet to bargain the impact of Professional Development plans based upon forthcoming guidance from OSPI and any additional Professional Development after April 3, 2020.

This agreement will be reviewed as necessary if requested by ASD or the AEA throughout its use.

This MOU shall be in effect through the COVID-19 school closure. All other provisions of the collective bargaining agreement remain in full effect.

Dated this 18 day of March, 2020


Elaine Hogg, AEA President


Daman Hunter, Asst. Superintendent
of Human Resources

DATES OF SIGNIFICANCE IF SCHOOL RESUMES ON APRIL 27, 2020:

No PLC Time when school resumes

The waiver day previously scheduled for May 4th will be worked remotely during the closure.

May 26 Make-Up Day

May 27 Make-Up Day

Elementary full day on 6/19/20

