



Auburn Education Association

Making Public Education in Auburn All It Can Be!

Elementary Hybrid/Auburn Online/PM Program FAQs

1. **Can you clarify the 30 min class for the 3 transition days?** *Elementary staff will be doing all group google meet for 30 min on the 3 transition days to take attendance and assign asynchronous work. These days will not need to be made up at the end of the year because asynchronous work counts as seat time. You do need to assign some asynchronous instruction for example, IXL or iReady.*
2. **Are Monday's days teachers can work from home or do they have to be in building?** *Yes, it is teacher's choice to work from home or in building on Monday's.*
3. **Are the return dates etched in stone? If downward trend goes back up prior to return, will this reset to a new target date.** *Elementary dates are chiseled in stone, the metrics are basically nonexistent for elementary aged students.*
4. **What about staff that are split between two schools?** *Work with each building principal to determine if the student and building needs supports a blended model.*
5. **Are specialists going to be asked/required to help with morning duties?** *Maybe, it depends on the needs of the building. Regardless, if you are assigned a duty it literally would be for 10 mins.*
6. **Can you explain the technology/supplies reimbursement? Is that out of our tuition reimbursement? Or additional?** *The technology/ supplies reimbursement in the Distance Learning MOU was for \$250 that you could CHOOSE to apply toward your \$500 tuition reimbursement. This allows for a total of \$600 inclusive of what you have already been reimbursed. It is important to note that the current MOU is for PK-5 and secondary is under the Distance Learning MOU. Secondary will not have access to these funds until they return to hybrid instruction. Also, if you plan on using it for tuition reimbursement, that is limited to \$500 per the CBA then you would have \$100 for technology and supplies.*
7. **What is covered under the technology/supply's reimbursement?** *The updated list is on the AEA website here [AEA](#)*
8. **If we already turned in our \$250, can we resubmit for the rest of the funds up to \$600 for the same item.** *Yes, the reimbursement is for \$600 total for the whole year. If you already turned in a receipt for an item that was more than \$250 under the distance learning MOU, you can resubmit that receipt for the balance up to \$600 total. If your receipts do not total \$600 then save up your other receipts for covered items and turn in at one time.*
9. **Would this include digital lessons we've purchased?** *Possibly, the supplies need to be directly related to Covid needs be sure to put your rationale on the form.*
10. **Will subscriptions to online curriculum support (ESL Library) be covered?** *I believe they should be covered since students cannot share supplies but that is still to be determined.*
11. **Will the district make the Covid leave retroactive to people who had to take leave between 1/1/21 and the start of the MOU?** *The Covid leave was bargained as a protection for members*

when grade levels return for hybrid instruction. It will not be retroactive since we were not in hybrid in January through next week.

12. **Is the Covid leave per occurrence?** *No, it is 10 days TOTAL not per occurrence.*
13. **If the Covid leave is a 1-time thing and you only request 3 days then you are really only eligible for the 3 days rather than the 10 days, correct?** *You would have 7 days remaining.*
14. **What will the process be for staff eating in the staff lounge/lunchroom?** *Each school will have protocols for eating in the staff lounge, please check with your building admin.*
15. **Will students be allowed water bottles at their desk?** *It is not unreasonable for a child to have a quick sip of water and if it becomes an issue then different procedures can be put in place.*
16. **I am concerned regarding air quality in specific rooms or areas...for instance very small restrooms. Overall, the building HVAC may be adequate but in a small room it may not be.** *Members that have concerns about indoor air quality should contact their building principal. Unresolved concerns can be reported using the See Something-Say Something Google form after 48 hours.*
17. **If I have a concern about another staff member not following Covid guidelines such as social distancing or improperly wearing a mask, what should I do?** *You can fill out the See Something- Say Something form. This will go directly to HR who will deal with the concern promptly. The form can be found on the ASD website/for staff/Covid-19 resources for staff/See Something Say Something form*
18. **Is the See Something/Say Something form confidential?** *It will not be confidential at the HR level. HR may have to contact you for more information but the person you are making the complaint about will not know who send in the See Something-Say Something form.*
19. **Can I take my in-person class out for a short recess/mask break?** *Yes, that is up to the teacher to decide. No more than 2 classes are allowed on the playground at a time unless social distancing can be ensured. Classroom teachers will be required to supervise their class since the recess Paraeducators have been reallocated to help with bus duty.*
20. **Will teachers only be teaching one group of students for a hybrid model or will there be 2 cohorts? A hybrid group of students in either an AM or PM class and an online group of students? It sounded like that was possibly how it was being organized with some schools.** *Elementary is running on a morning and afternoon cohort schedule. Some may be teaching in person in the morning and online in the afternoon. Some may be teaching online in the morning and in person in the afternoon. A few members are teaching in person both morning and afternoon cohorts. Some buildings are bringing all kids back in morning or afternoon and doing all remote the other half of the day. It depends on how many students requested online vs hybrid and how much staffing buildings need. Secondary will be running A/B schedules Tue-Fri when they return to hybrid.*
21. **Can we work from home if we are teaching online? If we teach online in the AM can we teach from home and then go to the building to teach in person in the PM?** *Yes, that information can be found on page 2, lines 25-26 in the PK-5 MOU.*
22. **Is Covid leave available and paid whether you were exposed at school or home? What happens if a teacher must quarantine because of school? Also, no matter what the quarantine is for (school or other) can teachers teach remotely?** *If the district directs you to quarantine due to an exposure at school, you will be instructed by district personnel to quarantine and your classes will switch to virtual for the duration of the quarantine period. (you may be the teaching*

remotely while your class is in your classroom being supervised by another person). You would not be charged leave during the district directed quarantine period because you will still be working remotely. If you come down with symptoms and cannot work, Covid leave will apply. If you are required to quarantine or test for any purpose that is not district directed, or if it is determined that you must quarantine for a personal reason, you will be required to provide a note from your physician, and Covid leave will be applied for the duration of quarantine. The key is that the district must direct you to quarantine for a school-related reason for no leave to be charged. Therefore, it is very important that if there is a suspected case in your class or you hear something that leads you to believe you were exposed at school, you must let your COVID supervisor know ASAP and let them make that decision.

23. **Is this MOU for every PK-5 teacher regardless if you are a remote or hybrid teacher?** *Yes, this MOU is for Hybrid/Auburn Online (Auburn on-line is the new name for remote learning)/PM Model.*
24. **How do we find out about our daily work schedule? For example, what time our workday begins and ends. WAC time specifics.** *Please ask your building administrator to share with you, they have access to start and end times and rosters should be complete now for T3.*
25. **As an elementary teacher, can I use a guest teacher to teach in-person part of my day and then work remotely from home the other half of the day, provided I don't feel well enough to go into the building?** *Just like when we are in brick and mortar, if you are ill you will log your absence into the absence management system. You would need to use sick leave and after 5 days you will need to provide a doctor's note to HR.*
26. **So, do we have 1 group for 2 days and the other half for 2 days at school?** *PK-5 will see each student 4 days per week for ½ of the day in person and the other ½ of the day teachers will be instructing the other cohort remotely. In some cases, a few teachers are teaching hybrid/hybrid and of course some people are 100% Auburn online.*
27. **Can I teach in-person and stream online to the other half of my class at the same time?** *We did not bargain concurrent teaching at the elementary level, and we do not encourage doing this.*
28. **Will students be allowed to bring their Chromebook back and forth from home every day?** *ASD purchased Chromebook cases for elementary students and these will be handed out on the first day of hybrid. Since in-person instruction is limited to 2 ½ hours daily, it is not encouraged to do a great deal of computer tasks/assignments while in-person. With that said, it is up to the individual teacher to determine if students need to bring Chromebooks in daily since many lessons may be online since students may not share materials.*
29. **How do I go about getting tubs in my classroom for students to keep their materials in?** *Ask your administrator for funding for this or you can use part of your \$600 technology/supply's reimbursement for this purchase.*
30. **Do we know what our daily work times are?** *Your building administrator has that information, and it should have been shared already. If not, please reach out to him/her.*
31. **Can a Principal assign a specialist (music/PE/library) to come into the building 1 day per week to help with bus duty?** *We believe we bargained that any teacher who has a class first thing in the morning, will not have any duties during WAC. Specialists are working remotely as determined by ASD. If a specialist has a class right away in the morning, you should be exempt from any duties during the 10 min WAC time. ASD disagrees and Elaine is diligently working on*

this area of disagreement. An email will be sent with information as soon as possible. Counselors IS and BIS' are available for bus duty. Classroom teachers can be assigned bus duty for morning dismissal/afternoon arrival and afternoon dismissal during WAC time as long as it is equitable and occasional.

32. **How come class sizes are so different? My team of 3 has one teacher with a class of 10 morning/9 afternoon, while another has 13 morning/7 afternoon, and the Auburn Online teacher has 7/7.** *Class rosters were determined by 1) parent survey which overwhelmingly stated that they wanted to stay with current teacher 2) teachers voiced overwhelmingly that they wanted to keep their current classes. Another consideration was whether parents wanted to move into hybrid or stay online in addition to keeping families with more than 1 child in a school on the same schedule. Because of these factors, it was difficult to balance classes without major reshuffling of students. As long as each cohort is capped at 15 students in-person, ASD is complying with DOH guidelines.*
33. **Will I still get overload pay if my class reaches that magic number?** *Yes, all provisions of the contract are in full effect.*
34. **Can we still cover another teacher's class if they are sick and get extra pay?** *ASD has committed to 45 elementary substitutes across the district and they will be used for teachers who need a substitute. If no subs are available, elementary grade level teachers can substitute for like grade level colleagues for the **online portion of their day** and will be paid \$150 for full day coverage and \$75 day for ½ day coverage. In the very rare case that all other options have been exhausted, IS' can be used to cover a class but no more than 2 days per week.*
35. **Are teachers responsible for checking student wellness forms either a paper copy or online?** *We bargained that teachers with classes first thing in the morning will not have to check student wellness forms. For afternoon cohorts, ASD can set aside time **after WAC** in the middle of the day (much like when you do attendance) and assign classroom teachers to verify student wellness forms are complete. I envision this to look like the following: students arrive at school, visual screenings are completed by folks doing bus duty, students line up outside classroom doors, teacher opens and stands at door at **END OF WAC**, greets students while checking to see if student has wellness form and/or Skyward to determine if it was completed. If the student does not have a paper or was not completed in Skyward, teacher sends them to the nurse for a temperature check. They will **NOT** enter your classroom until the wellness check is complete.*
36. **Can students eat a snack in class? Can students drink water in class?** *There is no eating allowed during the day in class or outside (except ECE). It is reasonable for students to take a quick sip of water at their desks from a water bottle.*