MEMORANDUM OF UNDERSTANDING
2018-2019

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT BETWEEN THE SELKIRK EDUCATION ASSOCIATION (SEA) AND THE SELKIRK CONSOLIDATED SCHOOL DISTRICT #70 (DISTRICT). THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE VI OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT AND SPECIFICALLY ADDRESSES ASPECTS OF A 4-DAY SCHOOL WEEK. WHILE THE SCHOOL DISTRICT OPERATES UNDER A 4-DAY SCHOOL WEEK WAIVER, THE DISTRICT AND ASSOCIATION AGREE TO ADD OR SUBSTITUTE THE FOLLOWING LANGUAGE UNDER THE APPROPRIATE SECTIONS. IN THE EVENT, THE DISTRICT REVERTS TO A 5-DAY SCHOOL WEEK ORIGINAL CONTRACT LANGUAGE WILL BE RESTORED EXCEPT FOR #11A WHICH SHALL BE INCORPORATED IN THE NEW CONTRACT.

1. Article I – ADMINISTRATION AND GENERAL, Section 3 – Philosophy (Addition 2017)
   a. Add new paragraph, page 3:
      Beginning with the 2017-18 School Year, the District adopted a four-day student school week with the intention of increasing student and staff attendance, and improving working conditions by providing extra time during a school year work week calendar for vacations, personal business, and appointments. While the District recognizes all personal business and appointments cannot be accomplished on non-work day Fridays, the hope is that staff will make a concerted effort to do so as much as possible with the recognition that the contractual personal leave days are intended for those special events or personal needs that cannot be accomplished on non-work Fridays. Using a baseline from the 2015-16 school year, aggregated staff attendance numbers (personal and sick leave) will be reported annually to the State Board of Education in support of the District’s Four Day School Week application.

2. Article II – PERSONNEL, Section 13 – Workday and Preparation Period (Substitution 2017)
   a. Line 8, page 17 (Strike 1 p.m. on the last day of school)
      Substitute underlined language: Any teacher wishing to complete the official check out for the year prior to the end of the work day on the last contractual work day of the year must make prior arrangements with the principal.
   b. Line 24, page 17. (Strike #2 which is predicated on a 5-day school week). (Substitution)
      Substitute underlined language: All elementary teachers will have a minimum of 160 minutes per week of prep time on a 4-day school week (excluding the half hour of duty-free lunch, the regularly scheduled staff meetings, and time before and after school.). During the 4-day school week practice, regular prep time will include 15-minute recess blocks as long as there is at least one block per day of 25 minutes or longer.
   c. Line 1, page 18. (Substitute 150 which is predicated on a 5-day school week).
      Substitute underlined language: …but not guaranteed at the 160 minute level

3. Article III – CERTIFICATED LEAVES, Section 1 – Sick Leave
   a. Line 33, page 19 (Substitute the underlined language) (Substitution 2017)
      While the District operates under a 4-Day School Week waiver, at the beginning of each school year each full-time employee covered by this Agreement will be credited 84 hours of sick leave.
   b. Line 34, page 19 (Strike 180 days and substitute the underlined language): (Substitution 2017)
      Employees working less than one hundred sixty eight 7.5 days (168) will receive sick leave credits on a prorated basis in the proportion that their time worked bears to the number of contract days.
      Sick leave will be vested when earned and may be accumulated up to 180 days or 1260 hours which is calculated at 180 7-hour days.
4. Article III – CERTIFICATED LEAVES, Section 2 – Employee Attendance Incentive Program
   a. Line 31, page 20 (Add underlined language at the beginning of this section) (Addition 2017)
   For the purposes of this section while the District implements a 4-day school week, any remuneration will be calculated using a 7-hour work day as the divisor into accrued leave.

5. Article III – CERTIFICATED LEAVES, Section 12 – Personal Leave
   a. Replace entire section as follows. (Substitution 2017)
   While the District operates under a 4-Day School Week waiver, at the beginning of each school year each full-time employee covered by this Agreement will be credited 3 days or 22.5 hours of personal leave to be used for special events or personal business. Employees will make an effort to give at least three days' notice prior to taking leave. However, the District recognizes emergencies may arise that do not allow that notice.

   Employees will recognize that the goal of the 4-day school week is improve working conditions by providing at least three business days per month of non-work time for personal business or vacation within the school year calendar which, hopefully, minimizes the need for additional personal time off. Increased staff attendance is a goal of the District's 4-day School Week Waiver.

   Employees will not use consecutive days of personal leave, provided, however, that the superintendent may grant exceptions for extenuating circumstances.

   Absences will be charged rounded to the nearest 15 minutes or .25 hour. At the end of the 2017-18 school year, and each subsequent year while the District operates a 4-day school week, any unused leave will be cashed out at per diem rates and included in each employee's August paycheck. No carryover of leave is permitted.

6. Article IV – EMPLOYEE WORK YEAR, Section 1
   a. Replace the first sentence as follows. (Substitution 2017)
   While the District operates under the 3-year waiver (2017-2020) for the 4-Day School Week, the employee work year will be 168 days including: 150 student days, 15 professional development days identified on the district calendar, and 3 days or 22.5 hours for compensation for hours worked during parent/teacher conferences, K-5 Family Nights, 6-12 Orientations and Open House, and other 6-12 non-school hour obligations (basketball dinner meals, Spirit Week and Homecoming Week activities, dance chaperoning, etc.). One of the 15 professional development days will be reserved to allow teachers time to set-up classrooms, unpack curriculum and materials, and prepare for the upcoming school year. That date will be determined by the building administrator.

   Line 4: (Substitution 2018)
   Beginning in 2018-19 and as long as the professional day is funded by the legislature, one additional non-contract day may be granted as professional growth in-service or training days. Such days must be approved by the Principal and/or Superintendent. Such approval must be made at least seven (7) days prior to the intended in-service or training day. Training attended on these days shall relate to the employee's professional growth goals identified through the 4-tier evaluation system. The employee shall be paid at a per diem rate up to one full day.

7. Appendix A - Salary
   a. It is mutually agreed and understood that Appendix B (Leap 1Sb Salary Schedule) shall include 168 contract work days with a base salary equal to 180-day contract base salary identified on the Selkirk Salary Schedule for the period September 1, 2018 through August 31, 2019.

8. Supplemental Contract Salary Schedule
   a. It is mutually agreed and understood that Appendix C (Certified Supplemental Contracts Salary Schedule) for the period September 1, 2018 through August 31, 2019 is attached to this MOU.
9. Transportation Reimbursement
   a. Transportation reimbursement when deemed necessary by the building administrator will be paid at the OFM rate determined in September 1, 2018 and January 1, 2019 for ensuing months.

10. Insurance Benefits
   a. It is mutually agreed and understood that the Health Care Authority retiree carve-out for contract year 2018-19 is $71.08 and the district will pay $35.54 per certified FTE toward the carve-out with the remaining amount paid by the employee.

11. Other Items Mutually Agreed Upon
   a. Deduction of Dues (Lines 13-23) (Substitution 2018)
      No member of the bargaining unit will be required to join the Association. Employees who wish to revoke this Dues Deduction Authorization may do so only upon written notice to the Washington Education Association. New employees who do not wish to join the Association will notify the SEA president by September 15 of each year.

This Letter of Agreement shall become effective on August 27, 2018 shall remain in effect until August 31, 2019 and shall be attached to the current Collect Bargaining Agreement.

SELKIRK EDUCATION ASSOCIATION
BY: Clarinda VanDyke, SEA President
DATE: 9-6-18

SELKIRK SCHOOL DISTRICT #70
BY: Nancy Lotze, Superintendent
DATE: 9-6-18
## Selkirk Base Salaries For Certificated Instructional Staff 2018-19

Based on Table 3 State 2018 Salary Grid

*** Education Experience ***

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>BA</th>
<th>BA+15</th>
<th>BA+30</th>
<th>BA+45</th>
<th>BA+90</th>
<th>MA</th>
<th>MA+45</th>
<th>MA+90 OR Ph.D.</th>
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</thead>
<tbody>
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<td>0</td>
<td>42,500</td>
<td>43,648</td>
<td>44,837</td>
<td>46,029</td>
<td>49,854</td>
<td>50,954</td>
<td>54,779</td>
<td>57,245</td>
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<td>45,440</td>
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<td>50,549</td>
<td>51,520</td>
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<td>57,834</td>
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<td>43,617</td>
<td>44,792</td>
<td>46,009</td>
<td>47,350</td>
<td>51,203</td>
<td>52,091</td>
<td>55,944</td>
<td>58,420</td>
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<td>44,179</td>
<td>45,365</td>
<td>46,595</td>
<td>47,978</td>
<td>51,825</td>
<td>52,631</td>
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<td>45,968</td>
<td>47,206</td>
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<td>53,198</td>
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<td>46,750</td>
<td>47,271</td>
<td>47,793</td>
<td>49,303</td>
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<tr>
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<td>72,015</td>
<td>72,062</td>
<td>76,701</td>
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</table>

As used in this subsection, the column headings “BA+(N)” refer to the number of credits earned since receiving the baccalaureate degree.

For credits earned after the baccalaureate degree but before the masters degree, any credits in excess of forty-five credits may be counted after the masters degree. Thus, as used in this subsection, the column headings “MA+(N)” refer to the total of:

(i) Credits earned since receiving the masters degree; and
(ii) Any credits in excess of forty-five credits that were earned after the baccalaureate degree but before the masters degree.

For the purposes of this section:

(a) “BA” means a baccalaureate degree.
(b) “MA” means a masters degree.
(c) “PhD” means a doctorate degree.
(d) “Years of service” shall be calculated under the same rules adopted by the superintendent of public instruction.
(e) “Credits” means college quarter hour credits and equivalent in-service credits computed in accordance with RCW 28A.415.020 and RCW 28A.415.023.

No more than ninety college quarter-hour credits received by any employee after the baccalaureate degree may be used to determine compensation allocations under the salary allocation schedule and LEAP documents referenced in this act, or any replacement schedules and documents, unless the employee has a masters degree.
SELKIRK SCHOOL DISTRICT
2018-19 CERTIFIED SUPPLEMENTAL CONTRACTS

Employees experience placement is based on Selkirk School District only.

<table>
<thead>
<tr>
<th>0-3 Years</th>
<th>4-6 Years</th>
<th>7-9 Years</th>
<th>10 or more Years</th>
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<td>$3,372</td>
<td>$3,659</td>
<td>$3,946</td>
<td>$4,229 Music Director</td>
</tr>
<tr>
<td>$1,936</td>
<td>$2,222</td>
<td>$2,512</td>
<td>$2,798 Yearbook Advisor</td>
</tr>
<tr>
<td>$1,936</td>
<td>$2,222</td>
<td>$2,512</td>
<td>$2,798 Drama (Per Play) Must have at least 7 students</td>
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<tr>
<td>$1,219</td>
<td></td>
<td></td>
<td>Senior Class Advisor</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Junior Class Advisor (Paid a maximum of two (2) advisors per class)</td>
</tr>
</tbody>
</table>

Employees experience placement is based on Selkirk School District only.

**OTHER CONTRACTS**
Extended Days if offered Paid at per diem

**SUMMER SCHOOL**
Paid at the staff member’s per diem hourly rate

**HOURLY AFTERSCHOOL WORK OR TUTORING**
Paid at the staff member’s per diem hourly rate