

Board July 13, 2021

MEMORANDUM OF UNDERSTANDING
between the
EDMONDS SCHOOL DISTRICT NO. 15
and the
EDMONDS EDUCATION ASSOCIATION
2020-21

THIS MEMORANDUM OF UNDERSTANDING REGARDING **moving schedules for the Early Childhood programs at Woodway Center and the Alderwood Early Childhood Center (AECC)** is supplemental to the 2017-21 Procedural Agreement (PA) between the Edmonds Education Association (EEA) and the Edmonds School District No. 15 (District).

WHEREAS, to serve the District's Early Childhood program's student population, there is a need to expand locations for instruction; and

WHEREAS, the District is opening the Woodway Center at the former Woodway Elementary School for early learning programs and additional classroom space is available; and

WHEREAS, two preschool classes from AECC will be re-located to the Woodway Center at the former Woodway Elementary; and

WHEREAS, two ECEAP classrooms will move from Mountlake Terrace Elementary/Lynndale Elementary to AECC, and two ECEAP classrooms will move from Mountlake Terrace Elementary/Lynndale Elementary to the Woodway Center; and

WHEREAS, the Developmental Kindergarten Class will move from Chase Lake Elementary to the Woodway Center; and

WHEREAS, assigned staff need to box up their current teaching spaces in preparation for the move; and

WHEREAS, assigned staff will need to unpack and prepare their teaching spaces at the Woodway Center or AECC between August 2, 2021 through September 1, 2021.

THEREFORE, the undersigned parties hereby agree as follows:

1. Staff members will receive three (3) days (up to 22 hours) at the moving rate of pay to pack and unpack. Staff can use the hours in whatever way best supports them. The District will provide packing materials.
2. If a teacher chooses not to access time outside their work day, or is physically unable to pack/unpack, the District will perform these duties. Requests should be made through the building administrator(s), who will be responsible for contacting the District.
3. Personal items purchased to support classroom learning will be moved by the District e.g. bookshelves, filing cabinets, etc. Other personal items will be the employee's responsibility to pack and move.
4. If there are unique situations where more time may be needed than provided in #1 above, the District's move coordinator may authorize additional time.

5. At the conclusion of the current bargain, the District will initiate a request for volunteers to move from the Alderwood Early Childhood Campus to Woodway. If there are more volunteers (more than two) than needed, staff will be assigned based on the greatest in-district seniority. If there are not enough volunteers (fewer than two) to fill the number of needed assignments the District will reassign employees based on the least in-district seniority. An employee who is re-assigned to Woodway Center will be considered an involuntary transfer and will have the protections afforded by the contract.

6. Current contract language and practice will apply to all Alderwood Early Childhood classrooms, whether located at Alderwood or Woodway, including, but not limited to, instructional time per day for students (2.5 hours M-TH), class size and trigger, the process for determining when/if to add a pick-up class, division of time between certificated staff and administrators, and supervisory time.

Agreed to on this 28th day of June, 2021.

FOR THE ASSOCIATION:

FOR THE DISTRICT:
