

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**SHORELINE SCHOOL DISTRICT NO. 412 and SHORELINE EDUCATION ASSOCIATION**

**Additional Agreements Related to Changes in Working Conditions & School Operations Due to  
Coronavirus/COVID-19 in the 2020-2021 School Year: ELO, .5 Credit Courses**

**December 7, 2020**

THIS MEMORANDUM OF UNDERSTANDING regarding additional agreements in the 2020-2021 school year resulting from the COVID-19 pandemic be effective September 1, 2020 through August 31, 2021 and is supplemental to the 2018-2021 Collective Bargaining Agreement between Shoreline School District (District) and Shoreline Education Association (SEA), "the Parties".

WHEREAS, in response to the public health restrictions placed on King County residents and schools due to the global COVID-19 pandemic, all District school campuses were closed except to staff at the beginning of the 2020-2021 school year. Students and staff participated in school and school-related activities remotely through the use of technology; and

WHEREAS, at the time of this agreement, the District does not know a specific date when students will be offered the opportunity to return to in person instruction and activities during the 2020-2021 school year; and

WHEREAS, at the time the parties agreed to a comprehensive Memorandum of Understanding related to COVID-19 impacts in the 2020-2021 school year, the impact of modified schedules on staff workload and student activities, and the corresponding adjustments to the provisions of the collective bargaining agreement were not addressed; and

WHEREAS, the parties agree there is a need for limited and mutually defined modification of the implementation of Section 58.0 and Section 32.0 of the Collective Bargaining Agreement; and

WHEREAS, while students remain in remote learning mode it is difficult for non-instructional certificated staff to meet many of the expectations outlined in the CBA for fulfillment of the extended learning opportunities (ELO) and leadership assignments as described in Section 58.0; and

WHEREAS, ELO and leadership assignments are one-year, non-continuing supplemental responsibilities, not guaranteed to any individual staff member from year to-year, and payment of stipends for these ELO and leadership assignments is contingent each year on fulfillment of the associated responsibilities; and

WHEREAS, as a function of the 2020-2021 "3 x 3" secondary (grades 6-12) schedule, a number of secondary teachers are assigned two unique course offerings across the same period, i.e. .5 credit courses defined as a unique course-offering lasting a "semester" in the 3 X 3 model. Such classes require that teachers be assigned a new student cohort up to four times annually for each class period; and

WHEREAS, with each assignment of a new student cohort to a teacher, the corresponding workload includes implementation of a full teaching cycle, including but not limited to: start-up systems; preparation of materials; accommodations, including implementation of 504's and IEP's; additional informal accommodations; formative and formal assessment; appropriate outreach to support family engagement; and assignment of final grades.

NOW THEREFORE, the District and the SEA agree that for the 2020-2021 school year:

1. **Extended Contracts Beyond School Day/School Year: Extended Learning/Leadership Opportunities:**
  - a. The timelines and determination of assignments and submission of documentation to the District as described in Article 58.5 shall be amended as outlined in this MOU.
  - b. Eligibility for ELO and leadership assignment stipends described in Section 58.0 of the CBA shall be contingent upon fulfillment of the responsibilities as outlined in the CBA, or as outlined below, in 1.c., due to the impacts of remote learning, for those stipends.
  - c. Administrators and staff shall jointly review the assignment responsibilities and assure the work can be adapted for completion in remote learning mode, if necessary, before submitting the assignment for such work to Human Resources. An assignment with responsibilities that cannot be completed in remote learning mode shall not be assigned for the 2020-2021 school year and those funds shall be available for distribution per Article 58.5.4.

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- d. Staff assigned ELO and leadership assignments must sign and submit the "EXTENDED LEARNING OPPORTUNITIES AND LEADERSHIP ASSIGNMENTS APPLICATION FORM", prior to receiving compensation for the 2020-2021 year.
  - e. The timeline for submitting initial ELO and leadership assignment lists in Article 58.5.1 to HR is waived.
  - f. Stipends will be paid as described in the CBA provided the job responsibilities are fulfilled as jointly agreed by the administrator and assigned staff member, and provided the other terms of this MOU are met.
  - g. Due to the implementation of the 3 x 3 schedule, the formulas for calculating payment of High School department heads shall be waived, and department heads shall be compensated for each department at the same level as they were in the 2019-2020 school year.
2. Workload Associated with Transition Between .5 Credit courses:
- a. Staff teaching .5 Credit courses as defined above shall be compensated for one additional day of pay at the per diem rate for the additional time and workload related to the transition from first to second "semester" in November 2020 and/or from third to fourth "semester" in April 2021 in the 3 x 3 model.
3. This agreement applies to the 2020-2021 school year only and expires as of August 31, 2021.

Agreed to this 7<sup>th</sup> day of December, 2020.

FOR THE ASSOCIATION:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

FOR THE DISTRICT:

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Name

\_\_\_\_\_  
Name