

**Memorandum of Understanding
By and Between
The Camas School District 117
and
The Camas Education Association (CEA)**

Agreement Regarding Elementary Conference Week

Before the August 2020 Back-to-School events began, the first week of November was selected for conference week. Because of COVID-19 and the duration of remote learning, **The Camas School District and the Camas Education Association agree to change the 2020-21 Conference week to February 1-5, 2021.** This change requires a Memo of Understanding to adhere to 2.09(c)2i* and 2.09(c)5.

Section 2.09 Calendar

(c) K-5 Conferences: Because the District and Association agree that dedicated time for communication with parents and families is an important function for supporting student success, the District shall schedule a continuous week of five (5) days of student early release for K-5 conferences. The conference week will be the same for all elementary schools.

1. On Monday, Tuesday, Wednesday and Thursday of conference week, the contracted work day of elementary certificated staff shall remain the same as a typical contracted day; student early-releases shall provide time for teachers to conference with parents within the contract parameters.
2. Additionally, on Thursday of the conference week, certificated staff shall be present to conference with parents for 2 ½ hours in the evening in order to accommodate families who are unable to attend conferences during student early-release times. This extended time is offset by a decreased workday on Friday of conference week (Item 3 below).
 - *i. The evening times will be mutually agreed upon between the Association and the District by Back to School events for each year's conference schedule.
3. On Friday of the conference week, certificated staff shall begin their workday at the regular time and complete their workday at the end of the student day or upon completion of their last conference Friday afternoon, whichever is sooner.
4. PE teachers, Music teachers, Teacher-Librarians and Counselors shall be available for conferences. These should be scheduled at the building level through communication with the principal and/or classroom teacher.
5. After conference week and prior to the adoption of the following year's District calendar, the District shall engage certificated staff and Association leadership to solicit guidance and feedback about the timing and structure of elementary conference week.

This MOU shall expire August 31, 2021.

Agreed to this 14th day of October, 2020. Signed this 15th day of October, 2020.

FOR THE ASSOCIATION:

Original Signature on File

Michelle Houle, CEA President

FOR THE DISTRICT:

Original Signature on File

Dr. Jeff Snell, Superintendent
on behalf of the Board of Directors