

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

Teacher-Librarians (amended 4/26/21)

The Camas School District (District) and the Camas Education Association (Association) agree that the following changes to the 2020-23 Collective Bargaining Agreement will retroactively be effective for the 2021-22 school year and continue through the 2022-23 school year.

Article III Personnel

Section 3.27 Secondary Teacher-Librarians

~~(a) Staffing: Each elementary school shall be staffed at a minimum of .2 FTE for every 100 students enrolled in the building up to 1.0 FTE. If building enrollment exceeds 600, the Teacher Librarian and building principal shall meet to develop a plan to maintain the effectiveness of the library, including but not limited to following shall occur:~~

- ~~1.—Review current responsibilities within the building (i.e. committees)~~
- ~~2.—Provide additional daily hours of paraeducator support (1 additional hour for above 601 students and 2 additional hours for above 650 students)~~
- ~~3.—Consider supplemental contracts for the Teacher Librarian~~

(b) Each secondary school serving a minimum of 750 students shall be staffed, minimally, by a full time (1.0 FTE) Teacher Librarian.

(c) Library Administration: Administrative time is for the purpose of managing the physical facility, circulation, budget, inventory, library-specific technology, and organization of the library. Teacher Librarians shall be provided para-educator support for the administration of the library circulation, facilities, and technology.

(d) Planning time for Teacher Librarians: In each building, the Teacher Librarian shall create a schedule to define protected planning time and library administration time. If scheduling challenges impact the ability to define the planning time, the Teacher-Librarian shall meet with the building principal to create a schedule that identifies this time.

~~(e) In elementary schools, preparation planning time is intended for developing materials and lessons for classes that come to the library for instruction led or co-led by the Teacher Librarian.~~

(f) Secondary Teacher Librarians directed by administration to teach a recurring course for which they manage the planning, instruction and assessment shall be provided additional paraeducator time, arranged by the building administrator, to allow the library to remain open for student access.

Article IV Instruction

Section 4.02 Class Size

(d) Elementary Music, Library and PE.

1. Assignment:

i. Elementary Music and Library teachers will be assigned no more than 40 thirty-minute sections, or 27 forty-five minute sections, or some appropriate combination of section number and duration to achieve equivalent student instructional contact time.

ii. PE teachers will be assigned no more than 40 thirty-minute sections.

iii. Music, Library and PE teachers are also to have 150 minutes (weekly) of designated planning time during the student day. Remaining unassigned time shall be protected to facilitate management and development of materials, lessons, and facilities in proration to individual's FTE and 40 section limit.

iv. If a Music, Library or PE specialist is assigned to multiple buildings in a given day, each instance of travel time between buildings shall supplant one section of instruction.

V. A Music, Library or PE specialist, together with the Association, may agree to the following section overload remedies:

- a. A stipend of \$400 per section, per grading period.
- b. Up to two release days per section, per grading period.
- c. \$400 toward the purchase of materials, per grading period.

d. Library only: provide additional daily hours of paraeducator support (1 additional hour for above 601 students and 2 additional hours for above 650 students)

vi. No more than nine (9) thirty-minute or six (6) forty-five minute sections shall be scheduled in a regular school day, and no more than six (6) thirty-minute and four (4) forty-five minute sections on early release Wednesdays.

vii. No more than four (4) thirty-minute or three (3) forty-five minute sections shall be scheduled contiguously without a break of at least 5 minutes for the employee. Passing time shall not constitute a break.

viii. In order to facilitate the feasibility of transitioning equipment and instructional space from one section to the next, every effort shall be made by the building to schedule adjacent sections of the same grade level or grade levels in close developmental proximity.

ix. The Music, Library, and PE specialist shall work with the principal to develop a schedule

that ensures adequate passing and transition time, as well as designated planning time.

x. Class Size: Music, **Library**, and PE teachers shall be subject to the same limits specified in Sections 4.01 and 4.02 of this agreement. In the event that a Music, **Library**, or PE teacher serves five or more sections per week which are in excess of the stated size limit, the Music, **Library**, or PE teacher shall receive a \$100 stipend per grading period.

2. Extra Duties - Music: In recognition that the role of Music specialist has traditionally involved performances that extend beyond classroom instruction and/or the regular school day, additional duties for the elementary Music specialist shall be compensated as provided in the co-curricular assignment section of this agreement [See Appendices].

3. Use of PE Facilities by Outside Organizations: Instructional or gymnasium space used for Physical Education is utilized by outside organizations who schedule facility use through Camas Community Education. In the event that such use results in the disruption of the academic space to the extent that the Physical Education teacher must re-set, replace, fix, correct, or otherwise invest time to returning their instructional space to its original state, the teacher shall immediately alert the building principal for a remedy or resolution. This remedy may include compensating the teacher on a certificated time card for significant additional time invested to return the learning environment to its original state.

4. Collaboration: Principals and Music/**Library**/PE specialists shall collaborate to ensure meaningful access to content-relevant PLC collaboration among the other specialists throughout the District. To achieve this, the principals and Music/**Library**/PE specialists shall coordinate times that specialists may be released from building-level obligations, collaboration or meetings in order to accomplish collaboration with job-alike roles in other buildings. The PLC for an elementary specialist shall be their job-alike, cross District PLC. Elementary Music/**Library**/PE specialists shall not be required to serve on a greater number of PLCs than what is required of classroom teachers.

5. Library Administration: Administrative time is for the purpose of managing the physical facility, circulation, budget, inventory, library-specific technology, and organization of the library. Teacher Librarians shall be provided para-educator support for the administration of the library circulation, facilities, and technology.

(e) For those who travel in between buildings, which require the use of a car to travel the distance of one mile or more, one thirty (30) minute class will be scheduled to accommodate travel to each site and counts as a section. The District shall pay the IRS mileage rate between buildings. Aside from the mileage allowance, this paragraph shall not pertain to ESA's or TOSA's.

This MOU shall be rolled into the 2023-26 CBA.

Agreed to this day of April 19, 2021.

Signed this day of April, 19, 2021.

FOR THE ASSOCIATION:

FOR THE DISTRICT:

Original Signature on File

Michelle Houle, CEA President

Original Signature on File

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