

**Memorandum of Understanding
By and Between The Camas School District 117
and The Camas Education Association (CEA)
2023-2024 Camas Connect Academy**

The Camas School District (District) and the Camas Education Association (Association) agree to the following:

1. Camas Connect Academy (CCA) is an online school that allows its certificated employees to work remotely, each teacher will have access to the same supplies as onsite schools. In addition, each teacher will be outfitted with technology devices to support their ability to serve and engage students (microphone, headset, document camera, laptop, external monitor) as well as access to video conferencing software, and plagiarism checker software. There will also be access to printer/scanner devices in the CCA office.

2. CCA will participate in the Continuous Learning 2.0 model for stand-alone classes in grades K-5. Blended classes, through collaboration between teachers and the principal, may have the flexibility to use the Alternative Learning Experience (ALE) framework to adjust whole group instruction times to ensure students receive grade-level instruction. Students in K-5 CCA will receive no less than 90 minutes of live, whole group instruction per day, and instructional staff will not be required to conduct more than 3.5 hours of live, whole group instruction per day. CCA will participate in the alternative learning environment (ALE) model for 6-12, and the Written Student Learning Plan ALE paperwork will be completed by Advisory Teachers. Classroom teachers in K-12 who are currently using the ALE framework will be responsible for progress monitoring and weekly communication. Any changes to this condition will need approval by the District and the Association. CCA teacher duties are included in the CCA Staff Handbook and will be modified annually as needed.

3. CCA is a K-12 online school for Camas School District, its certificated employees are afforded the same rights and conditions as listed in the Collective Bargaining Agreement except for the following changes below. Any changes to the CBA must be approved by the District and the Association.

Section 2.09 Calendar:

...

- G. 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. **CCA (K-5) will prepare report cards on a semester schedule. Advisory support will be available on an as needed basis 2 weeks prior to the end of the semester to prepare report cards (January and June).**

- H. Secondary Grading: At the end of the first semester A student non-attendance day shall be inserted into the calendar for the purpose of preparing grades.

1. CCA (6-12) will prepare report cards on a semester schedule. Advisory support will be available on an as needed basis 2 weeks prior to the end of both semesters for the purpose of preparing grades.

Section 3.04 Workday:

- b. Employees assigned to Camas Connect Academy (CCA) will work seven (7) hours between 7:00 a.m. and 7:00 p.m. remotely and/or on-site with night hours approved by the principal. All CCA employees will remain available for in-person meetings and activities with students or staff regularly. For hard-to-fill positions, the principal may authorize remote work as appropriate. Kindergarten through fifth grade teachers will provide whole group instruction generally from 8:00 a.m. to 11:30 a.m. Monday through Friday. Split classes may extend whole-group, live instruction into afternoon hours as appropriate. Office hours and instructional times will be agreed upon in collaboration with the teachers and the principal by September 15 of each school year. All CCA employees will share their calendar with appointments listed with the principal prior to the second week of instruction.

All CCA employees will regularly remain available for in-person meetings and activities with students or staff. Regular meetings for which staff are expected to be in person during a school year are voluntary, except for two (2) mandatory in-service days, two (2) in-person staff meetings, up to two (2) in-person evening events (Secondary: graduation and one virtual), state testing sessions in equal share with other staff members, and one (1) in-person activity or field trip. These mandatory activities will be scheduled and communicated to staff within the first two weeks of school. Additional activities, as needed, will be communicated at least two (2) weeks before the event, for all staff. The district will not be responsible for commuting expenses for staff. For hard-to-fill positions, the principal may authorize remote work as appropriate.

Section 4.01 Class Size:

...

- E. Combination classes composed of two (2) grade levels shall be two (2) students less than the above stated maximums. Only when no other option is available shall a combination class be assigned to an employee in their first or second year of professional teaching. Each circumstance where this action is considered to be the only option available to the District shall be subject to association review prior to implementation. For the 2023-2024 school year, at Camas Connect Academy, elementary classes will be composed of grades K-5, with a base of twenty-eight (28) students and a maximum of thirty (30) students. Elementary class size overload in the CBA shall apply.
- F. For the 2023-2024 school year, at Camas Connect Academy, Advisory caseloads will support a base of twenty-eight (28) students and up to a maximum of thirty (30) students. Secondary overload in the CBA shall apply. Students that are dual

enrolled and have 2 or fewer classes on a school campus, will count as a .5 on the advisory caseload.

- G. For Edgenuity, E-Dynamics, and Google Classroom classes supervised and taught by Camas Connect Academy personnel, should a total student load exceed 155 students, class size overload in the CBA shall apply.

Section 4.09 New Programs

- a. When the District adopts new programs, it may provide training and collaboration time, scheduled within the workday. When appropriate, the District may offer late afternoon or evening opportunities, and individuals may opt to pay themselves utilizing their professional fund hours for attendance. Evening attendance remains at the employee's discretion. CCA staff may participate in optional online learning training provided by the Principal on a monthly basis and utilize their Professional Fund Allocation.

Agreed to this 20th day of September, 2023.

Signed this 20th day of September, 2023.

FOR THE ASSOCIATION:

FOR THE DISTRICT:

*Marci Zabel, CEA President
on behalf of behalf of the
Camas Education Association*

*Marilyn Boerke, Human Resource Director
on behalf of the Camas School District*

Original Signature on File

Original Signature on File