

MEMORANDUM OF UNDERSTANDING
between the
EDMONDS SCHOOL DISTRICT NO. 15
and the
EDMONDS EDUCATION ASSOCIATION
2016-2017

THIS MEMORANDUM OF UNDERSTANDING **regarding duties and stipend amount for *Move 60!* Program** shall be effective September 1, 2016 through August 31, 2017 and is supplemental to the 2014-17 Procedural Agreement (PA) between the Edmonds Education Association (EEA) and the Edmonds School District No.15 (District).

WHEREAS, in the 2015-16 school year, the District received a grant of \$511,813 to continue with the *Move 60!* Program in the District; and

WHEREAS, certificated staff is needed to lead the program in each school; and

WHEREAS, a stipend and duties for the Lead Instructor has been bargained with EEA.

THEREFORE, the undersigned parties hereby agree as follows:

1. The duties for the certificated *Move 60!* Lead Instructor will be as follows:
 - Attend trainings, as provided by District coordinators
 - Assist with program promotion and publicity at site, including identifying students for the program
 - Work with an assistant to set up, implement, and supervise daily *Move 60!* activities for three sessions per year; each daily session lasting one hour, either before or after school hours
 - Manage paperwork, including registration information, health information, and parent permission
 - Attend at least one evening *Move 60!* Family Event, either on site or at another location
 - Communicate progress regularly with District coordinators
 - Collect student pre and post-session fitness data, including using proper Fitnessgram® testing protocols, as instructed by the *Move 60!* District coordinator
 - Teach the provided *Move 60!* curriculum, modifying activities and lessons as necessary
 - Work 5 hours per week with students and spend 1 hour in planning/coordinating activities
2. Lead Instructors will be chosen by the school principal in the following hiring order:
 - a. Certificated staff in building
 - b. Classified staff in building
 - c. Trained, successful *Move 60!* instructors from another site (e.g. an instructor who is not a cert staff in building who is “trumped” by a cert in building. The previous instructor could then be moved/transferred to another school with an opening who does not have a qualified certificated or classified in building)
 - d. Cert staff out of building
 - e. Cert subs
 - f. Non district employees

3. Certificated candidates must meet minimum requirements, as outlined by the District *Move 60!* Coordinator as follows:
 - Certificated employee of the Edmonds School District (or as specified in paragraph #2)
 - Enthusiastic and knowledgeable about Health and Fitness content
 - Ability to work with a diverse group of children, including managing behavior and maintaining safety
 - Physically able to perform necessary duties, such as equipment setup and skill demonstration

4. A stipend amount of \$4,680 per school year (\$1,560 per session, plus benefits) will be paid to the certificated staff member who is chosen as Lead Instructor. An hourly rate of \$29.43 will be paid to a Lead Instructor who is not a certificated staff member. The 2016-17 session dates will be as follows (4 days per week):

FALL: October 3, 2016 – December 16, 2016 = 10 weeks
 (No *Move 60!* during elementary conference week)

WINTER: January 9, 2017 – March 15, 2017 = 10 weeks

SPRING: April 10, 2017 – June 9, 2017 = 9 weeks

5. For the 2016-17 school year, the preferred schedule will be Monday-Thursday. The building administrator and *Move 60!* instructor will agree on a plan if there is missed collaboration or administrative meeting time.

6. Each *Move 60!* Lead Instructor will be allowed 6 absences per year (prorated if the position is being split). Each building will be responsible to designate a substitute for the Lead Instructor when absences occur. The substitute will be paid an equivalent hourly rate, and will submit a time sheet for hours worked. If a Lead Instructor exceeds the allotted number of absences, the stipend will be reduced accordingly.

5. This Memorandum of Understanding is for the 2016-17 school year only.

EDMONDS EDUCATION ASSOCIATION

EDMONDS SCHOOL DISTRICT NO. 15

/Andrea Nofziger-Meadows/

/Debby L. Carter/

 For the Association

 For the District

4/28/16

4/21/16

 Date

 Date