

MEMORANDUM OF UNDERSTANDING
between the
EDMONDS SCHOOL DISTRICT NO. 15
and the
EDMONDS EDUCATION ASSOCIATION
2018-2019

THIS MEMORANDUM OF UNDERSTANDING **regarding duties and stipend amount for *Move 60!* Program** shall be effective September 1, 2018 through August 31, 2019 and is supplemental to the 2017-21 Procedural Agreement (PA) between the Edmonds Education Association (EEA) and the Edmonds School District No.15 (District).

WHEREAS, in the 2018-19 school year, the District received a grant of \$764,583 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 \$6,000 per school year (\$2,000 per session, plus benefits) will be paid to the certificated staff member who is chosen as Lead Instructor. An hourly rate of \$33.33 will be paid to a Lead Instructor who is not a certificated staff member. The 2018-19 session dates will be as follows (4 days per week):

FALL: October 8, 2018 – December 20, 2018 = 10 weeks/38 days
 (No *Move 60!* during elementary conference week)

WINTER: January 14, 2019 – March 12, 2019 = 10 weeks/35 days

SPRING: April 15, 2019 – June 6, 2019 = 10 weeks/35 days

5. For the 2018-19 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.

5. 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.

6. This school year we will continue to offer the *Move 60!* Running Club which will take place on the 5th day of each week depending on what day works best for the school or a time that works best for the school (i.e. 20 minutes x 3 days per week). This program will have the same instructor expectations as the existing *Move 60!* Program. There will be a Lead Instructor and an Assistant Instructor with the same rate of pay, requirements, and expectations that were listed above. The Lead Instructor will receive a stipend of \$1,500 and the Assistant Instructor will be paid at the classified rate of pay.

7. Stipends for Lead Instructor:
 - a. 5 days of *Move 60* Stipend \$7,500 (\$2,500 per session)
 - b. 4 days of *Move 60* Stipend \$6,000 (\$2,000 per session)
 - c. 3 days of *Move 60* Stipend \$4,500 (\$1,500 per session)
 - d. 2 days of *Move 60* Stipend \$3,000 (\$1,000 per session)
 - e. 1 day of *Move 60* Stipend \$1,500 (\$500 per session)

8. The *Move 60!* Champion will go to a certificated employee in an elementary school, middle school, or high school who would be responsible for the implementation, monitoring, and reporting of the activities in his or her school. The Champion would also ensure that all students starting at grade 2 participate in specific Fitnessgram fitness tests once in the fall and again in the spring. Ideally, the champion would be the PE teacher or a member of the PE department at the school so the first right of refusal goes to the PE teacher at the building. If

the PE teacher doesn't want the Move 60! Champion stipend then it is open for a certificated teacher in the building. If there isn't a certificated teacher in the building then it is open for a classified employee in the building. Activities might include intramurals, recess activities, brain boosters in the classroom, and/or family events. The stipend for the Champion is \$1,000 per school year. The Champion must apply for the position with a clear implementation timeline, budget, a tracking system of student participation, and a plan for the new project.

9. This Memorandum of Understanding is for the 2018-19 school year only.

EDMONDS EDUCATION ASSOCIATION

EDMONDS SCHOOL DISTRICT NO. 15

/Andi Nofziger-Meadows/

10/3/18

For the Association

For the District

/Debby L Carter/

10/1/18

Date

Date