

**LAKE WASHINGTON EDUCATION ASSOCIATION
REP ASSEMBLY**

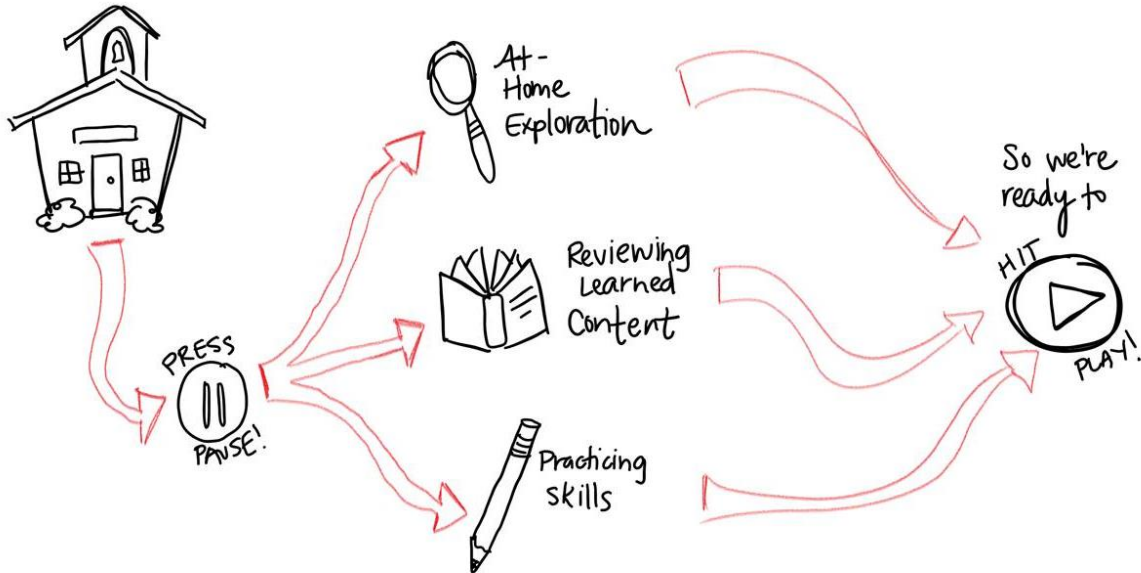
Minutes

March 17, 2020

- I. The meeting was called to order, via tele-conference software application 'Global Meeting', at 4:45 by Howard Mawhinney, President.
- II. A motion was made by Eric Peterson and seconded by Rachelle Horner to approve minutes of the February 11 meeting. The motion was approved.
- III. **Informational Items**
 - A. LOU Status
 - a. Met with district leadership today – we have been meeting continuously by phone, text and in person meeting (practicing social distancing).
 - b. Working with district while be respectful of our classified staff as well
 - c. Came up with a list of 11 points/topics of discussion for clarification – will send after it becomes an LOU. **NOT TO BE SHARED AT THIS TIME.**
 - d. We will put out an FAQ by the end of the week
 - B. Plan Going Forward
 - a. Will continue to hold weekly DLM meetings – use these meetings to further address questions/concerns brought up by our members. We want to assure that teacher voice is being heard. Updates will be sent regularly.
 - b. Regular membership updates sent via email and textline. **Text LWEAINFO to 41-411.** We are up to 884 people now!!
 - c. We will be allowing up to 15 people, with limited or no wi-fi access at home, the use of our meeting room as a work space. Will be available from 10-1 weekdays. Email [Terri Neely](#) to schedule. We will be requiring that you practice social distancing and providing you cleaning protocols for the room when in use.
 - C. State/WEA Guidance
 - a. Guidance continues to come in daily (hourly). Holding daily call and receiving AM and PM messaging updates.
 - b. Waiting for guidance on evaluations, Sped services, - waiting for guidance from federal gov
 - i. Certificate renewal – 1 year reprieve (June 30, 2020 now June 30, 2021) See website [PESB website](#).
- IV. **Discussion / Action Items**
 - A. **QUESTION SPREADSHEET**
 - Please hold your questions until we have reviewed our entire list of questions. After we have reviewed all questions, we will circle back to provide time for additional points of clarification, concerns and comments. THANK YOU
 - We received over 100 questions from members. Thanks to building reps for collecting and sending those.
 - 1) **Pay and SEBB benefits**
 - a) **Will I get paid during the closure?** Yes. The state has indicated that it will send its apportionment to all districts.

- b) **Will I receive overage remedies and stipends?** Still working on this with the district. Our position is that no member should lose pay. This should be clarified by the end of the week in our LOU.
- c) **Will I lose benefits during the closure?** No. Anyone who was SEBB eligible on Feb 29 will remain SEBB eligible through the closure.
- d) **I'm currently on medical leave. Do I continue to put in sick leave?** The best advice we can CURRENTLY give is if you are on approved medical leave and cannot perform the essential functions of your position, you are still considered on medical leave. If you would like to come off an approved medical leave, you will need to submit appropriate documentation, including a doctor's note releasing you back to work and appropriate human resources paperwork.

2) **Work expectations:**



- a)
- b) **Do I need to track my time?** At this point, no. Right now staff will need to be available during their contracted hours. More guidance coming soon. Our interest is that staff have predictability and fair notice if a supervisor needs a meeting.
- c) **What will be our last day of school?** June 19. Current guidance from OSPI says we must go through June 19. We may need to flip any half days to full days and any professional work days to student days. **Subject to change.** However, at this time schools will only go to June 19, OSPI is saying schools do not need to go any later.
- d) **Will we have spring break?** Yes. Our spring break will remain the same, April 6-10. Teachers will not be required to work or post during the break.
- e) **How long will we be working remotely and will I be expected to report to my building, work site, during the closure?** Right now our guiding interest is to keep staff safe and healthy, which means staff should be meeting in groups of 10 or less. We are advocating that LWEA members be given the option of working remotely throughout the closure. Additionally, we are encouraging you to NOT go into your buildings at this time, and if necessary, only for VERY BREIF or LIMITED amounts of time. This is mostly due to the fact that the district cannot guarantee the safety and cleanliness of each building if there are numerous people coming and going each day.
- f) **What is the expectation of the work that we are sending home or sharing remotely with students?** What are the do/don't?
 - i) During the closure, one of our guiding interests is to maintain a school-home connection. Providing feedback on student work is intended to facilitate this guiding interest, and not for evaluation purposes.
 - ii) This work is **optional and non-graded.** Teachers should **NOT** be using Skyward to enter work that was given after the March 11 closure, even if it's non-graded or marked as "no count". Teachers should not give assessments. Work should review prior learning, practice skills, provide enrichment or independent leaning, allow students to explore an area of interest. Work should not cover new material. School curriculum is PAUSED. We are not implementing a remote-learning model (aka NSD).

- iii) **What is the expectation around videotaping lessons?** We hope to provide more clarity by the end of the week. Currently this is not expected of staff, and we are advocating that it NOT be required. School curriculum is PAUSED. We are not implementing a remote-learning model (aka NSD).
- iv) Do not meet with students, either in groups or 1-on-1. Do not meet in person or over video conferencing. Do not talk to students or families over social media. Keep your feedback and communication with students and families on district email or district-approved digital tools (past practice). You can make phone calls to parents if needed (acceptable past practice). To call parents from you cell phone, dial *67 and the number. This will make your number “no caller ID” or anonymous.
- v) Attempt to calibrate with your colleagues. This is a difficult time. We want to ensure as much consistency across the district as is reasonably possible. Calibrate your collaboration.
- vi) **How frequently should teachers be providing materials to students?** Adhere to the plans you developed on 3/13-3/17. We continue to work with the district to clarify these expectations. One of our guiding interests is to maintain a school-home connection balanced with reasonable work expectations of our staff.
- vii) **What if I disagree with my supervisor about the remote learning opportunity work that I want to post/share?**
 - (1) Our practice is that people should problem solve with their admin/supervisor first.
 - (2) Use these 4 questions as a litmus test for remote learning work and to help facilitate a conversation about the acceptability of the work with admin/supervisor.
 - (a) Does the work help a student review material that they may have already covered but not yet mastered?
 - (b) Does the work help a student practice skills that are necessary for learning and proficiency in a particular subject?
 - (c) Does the work help a student engage in enrichment activities or independent projects in a particular subject area?
 - (d) Does the work help a student identify an area of interest in a subject area to research and explore?
 - (3) If you can't reach a resolution, contact your building rep for more help.

3) Evaluations

- a) **What happens if we haven't completed all the observations for a comprehensive evaluation cycle?** We need more guidance from OSPI before we can answer definitively. All evaluations are tentatively paused since we cannot observe any student growth during the closure. We are working towards an agreement that any work provided to students during the closure will not be used in evaluations.
- b) Any other questions related to evaluation can't be answered without further guidance from OSPI.

4) Special education

- a) Guidance from OSPI has been vague thus far. The response from DOE has been non-existent.
- b) Please review the document on the LWEA website: **Shannon Hitch Guidance on Special Education Services During Shut Down**, produced in collaboration with the LWEA. This document can give you some answers, but we are still waiting on OSPI and DOE for more guidance on issues around compliance and services.
- c) Meetings: we are currently advocating for sped staff to be able to call in or video conference for IEP or reevaluation meetings. Remember, no individual staff member should video conference with an individual student. **Currently, home visits are not allowed.** At no time should you be required to meet face to face.
- d) Continue to use work time with colleagues on planning for learning resources that can be made available for students and families.

5) Substitutes

- a) Daily substitutes: daily subs are encouraged to apply for unemployment with the state. Unemployment benefits are being approved on a case-by-case basis. Our FAQ coming out later this week will have a link to the Employment Security Department Unemployment page. <https://www.esd.wa.gov/unemployment>
- b) Long term subs: long term subs currently in positions will continue to be paid and are expected to continue work consistent with their position.

6) Additional Questions/Answers

If you didn't hear/see your question answered, look for it in our FAQ document to be released at the end of the week.

B. REP/MEMBER QUESTIONS

- Accuracy of answers is top priority

Q&A: (from Chat) Some cannot be addressed tonight. Will be part of FAQ if we are able to get a clear answer.

Missing work before the closure? Anything that was in your possession prior to Thursday, March 12 – you can grade and add to grade book. Work assigned prior to March 12 and being received now, hold on, do not grade and add to grade book. Any new “work” is not to be assessed/graded.

Voluntary quarantine prior to 3/12 – will be looked at on a one-to-one basis.

Do parents know that work will not be assessed? Yes, it was posted on line, but some parents may not have had that message. Questions are still being asked, continue to let parents know the work you are giving will not be graded.

How are contractual work hours defined? The initial 8- 12pm guidance for teachers to be on-line, was the first attempt by district to set some boundaries. You should be available and responding to students, parents, colleagues, admin during your normal work hours. ‘Contracted’ work hours are what you would normally be scheduled to be “in building”. Since we are not in building, those should be your normal at home hours. We are working with LWSD to further define teacher work time while they work from home during the closure. We hope to have more on Friday.

LWEA document with questions accessible? We are sending out meeting notes on 3.18 and will have an FAQ will be available at end of week.

LW School foundation – asked counselors to gather pantry packs. It is NOT an expectation of counselors – voluntarily it would be outside of your work day. NOT part of work day. We will raise this issue with LWSD.

Super contracts being paid? Our position is to honor ALL elements of previous payroll. We have general commitment that payment will remain “as was”. Need verification and will have more Friday.

How can we print materials for families that do not have printers? Some parents do not have access to technology. School district is working to provide printers and hot spots for families. LWSD is working to locate enough printers for families. They have 500 hotspots and 600 requests for hotspots from families. They are working to find and provide more.

Discussion allowing students to get materials from school? Not at this time. If a student wants something, they should reach out to the building administrator to figure out when they could retrieve it. We want to encourage social distancing and best practices to avoid risking anyone's health. Staff should not offer to bring things from school to students. (see previous post).

Will district lighten up on SWARP? Not at this time – value on student safety and privacy needs to be kept in place.

Suggested that I hold recording video with parents w/district policy. Needs to be a good reason for holding the meeting (IEP or reevaluation) – we also suggest having someone else from district with you to back up. See above for phone call instructions.

What does next week look like? We understand the desire for a set schedule, but with the day to day changes it has been hard to get an agreement that sustains the new conditions being presented to us. We are hoping the LOU will clarify more – keep an eye at end of week messaging.

Concern over work day expectations when staff has young children at home. We are bargaining for flexibility and know this is a concern.

Will Dibels testing be cancelled? We will check – also look at OSPI.

CBA and CDSA will these be cancelled? Again, we will check. At a minimum we expect they will be rescheduled.

Do contract hours mean near or on a computer from 7:30-3:30? Yes, currently – looking for more flexibility.

What are other districts doing? LWEA hosted a meeting of surrounding associations (Bellevue, Sno Valley, Issaquah, Riverside, Sammamish) to talk about where they are at with efforts in their districts. Shared ideas, captured these to bring to our discussions with district. It varies a lot from district to district. While they have provided some guidance, we also know that we have to mirror what is best for our community and staff. Your questions, feedback, and concerns have helped us as we navigate this tough time.

Next steps:

Tele RA April 21

April 14 Tele Exec Committee

LOU and FAQ later this week/beginning of next week

Adjournment:

The meeting was adjourned at 6:00

Recorded by: Terri Neely, Office Manager, LWEA