

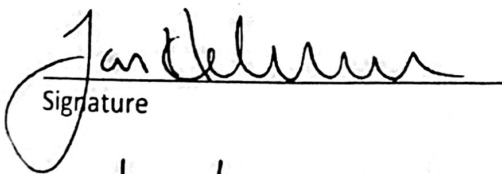
Transfer of In-Person Classroom Teachers, Library Media Specialists, Elementary Counselors and Secondary Counselors for the period of August 25, 2021 – August 31, 2021

When the need exists for transferring Classroom Teachers; Library Media Specialists, Elementary Counselors and Secondary Counselors designated to provide in-person instruction for the fall of 2021, the Lake Washington School District (LWSD) and the Lake Washington Education Association (LWEA) agree to the following:

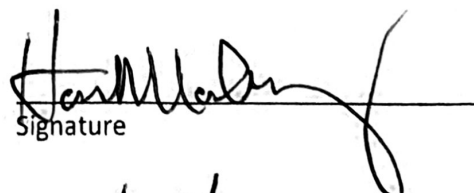
- The transfer process described below will remain active from August 25, 2021, to August 31, 2021.
- After August 31, 2021, the process for any additional Covid related transfers will follow the LWSD – LWEA Collective Bargaining Agreement (CBA) dated 2021 - 2023 unless otherwise agreed to by both parties.
- The following procedure will be applied to determine the teachers to be transferred:
 - The unit administrator will first inform the total certificated staff within the unit of the need for transfer and the reason for the need. The unit administrator will then call for volunteers for transfer. If there is more than one (1) volunteer, the employee transferred will be selected in accordance with Section 23.4.1 F of the CBA.
 - In the event no certificated staff member volunteers, or the volunteer lacks the required qualifications for the transfer position, the individual to be transferred will be selected in accordance with the procedures outlined in Appendix L.
 - The employee transferred will retain their building seniority.
 - Every effort will be made to return the reassigned employee to their original school and position following the 2021-22 school year.
 - The District will provide five (5) days per diem pay (prorated by FTE) for transition time for any employee who is transferred to a new assignment during the 2021-22 school year.
- Transfers are limited to vacancies both at the employee's current level (i.e. elementary to elementary, middle school to middle school, high school to high school) and current position (i.e. classroom teacher to classroom teacher, library media specialist to library media specialist, elementary counselor to elementary counselor, secondary counselor to secondary counselor).
- The transfer procedure shall not be used to increase or decrease an employee's contractual status, such as going from part-time to increased part-time or full-time.
- An employee will be qualified to transfer to a position if that employee has the required certification and qualifications in compliance with state and federal law and has received an overall proficient summative evaluation rating for at least the two (2) successive years directly prior to the time of the transfer request.
- Every effort should be made to allow employees identified for transfer to participate for the majority (3 days) of their August LEAP days with their receiving building colleagues.
- Special circumstances will be brought to District Labor Management meetings for problem solving.

AGREED:

For the District


Signature
8/25/2021
Date

For the Association


Signature
8/25/2021
Date

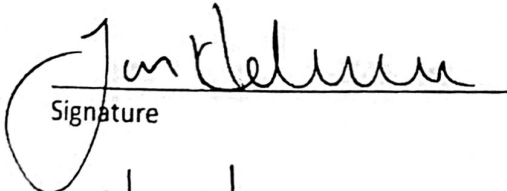
Reassignment of In-Person Special Education Teachers, Elementary Safety Net, ELL, Elementary PE and Music, Elementary Quest, OT, PT, SLP, Vision/Orientation/Mobility, and Psychologists for the period of August 25, 2021 – August 31, 2021

When the need exists to reassign specialists assigned to provide in-person instruction (Preschool through K-12 Special Education teachers, elementary Safety Net, ELL, elementary PE and music, elementary Quest, OT, PT, SLP, Vision/Orientation/Mobility, and psychologists) in the fall of 2021, the Lake Washington School District (LWSD) and the Lake Washington Education Association (LWEA) agree to the following:

- The reassignment process described below will remain active from August 25, 2021, to August 31, 2021.
- After August 31, 2021, the process for any additional Covid related transfers will follow the LWSD – LWEA Collective Bargaining Agreement (CBA) dated 2021 - 2023 unless otherwise agreed to by both parties.
- The following procedure will be applied to determine the teachers to be transferred:
 - The unit administrator will first inform the total certificated staff within the unit of the need for reassignment and the reason for the need. The unit administrator will then call for volunteers for reassignment. If there is more than one (1) volunteer, the employee reassigned will be selected in accordance with Section 23.4.1 F of the CBA.
 - In the event no certificated staff member volunteers, or the volunteer lacks the required qualifications for the reassignment position, the individual to be reassigned will be selected in accordance with the procedures outlined in Appendix L.
 - The employee reassigned will retain their program seniority.
 - Every effort will be made to return the reassigned employee to their original school and position following the 2021-22 school year.
 - The District will provide five (5) days per diem pay (prorated by FTE) for transition time for any employee who is reassigned to a new assignment during the 2021-22 school year.
- Reassignments are limited to vacancies both at the employee's current level (i.e., elementary to elementary, middle school to middle school, high school to high school) and current position (i.e., special education classroom teacher to special education classroom teacher, library media specialist to library media specialist, elementary counselor to elementary counselor, secondary counselor to secondary counselor).
- The reassignment procedure shall not be used to increase or decrease an employee's contractual status, such as going from part-time to increased part-time or full-time.
- An employee will be qualified to be reassigned to a position if that employee has the required certification and qualifications in compliance with state and federal law and has received an overall proficient summative evaluation rating for at least the two (2) successive years directly prior to the time of the transfer request.
- Every effort should be made to allow employees identified for reassignment to participate for the majority (3 days) of their August LEAP days with their receiving building colleagues.
- Special circumstances will be brought to District Labor Management meetings for problem solving.

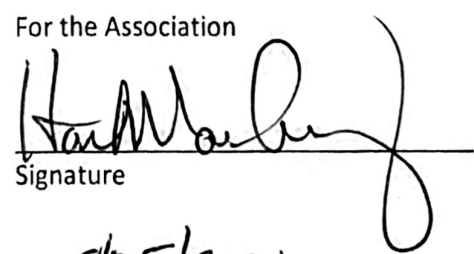
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Signature

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