

Letter of Agreement  
between the ISSAQUAH EDUCATION ASSOCIATION  
and the ISSAQUAH SCHOOL DISTRICT  
Regarding 2021 Summer School

Preamble

Issaquah Education Association "IEA" and the Issaquah School District "District" negotiated the terms and conditions identified in this Letter of Agreement ("LOA"). This Agreement shall apply to all non-supervisory certificated instructional staff represented by the IEA performing summer schoolwork. The District will provide summer school services while maintaining all requirements in the DOH 820-105 K-12 Schools – Summer 2021 Guidance [K-12 Schools Requirements 2021-2022 \(wa.gov\)](#) including providing materials, schedules, equipment required to comply. The District will comply with all other applicable requirements from federal, state and local authorities, not contained herein. If there is a question as to whether a requirement applies to the District's summer school program, this will be discussed and, if possible, resolved by the parties.

The parties shall make it a top priority to inform one another as soon as reasonably possible of disputes over the terms of this LOA or other problems related to the summer school program; shall address problems and disputes through problem solving; and shall make every reasonable effort to reach mutually agreed upon solutions to such problems and disputes. The following agreement is effective June 28 – August 6, 2021. If guidance from our governing bodies (OSPI, DOH, SKCPH, L&I) updates health and safety guidelines captured herein, the parties will meet to discuss implementation of the updated guidance from the governing bodies.

Part 1- Staff Training-

- a. The District will ensure that all new ISD staff members are trained prior to performing summer school work in health and safety protocols for their site.
- b. The District will ensure access to substitutes to cover staff absences. Substitutes will be trained in the above prior to performing summer schoolwork.

Part 2- Communication-

- a. The District will communicate the required protocols according to the guidance for all summer school families.

Part 3- Health Screening-

- a. Attestations are not required, and the District will continue monitoring students, staff, and visitors for symptoms, and follow the protocols included in the guidance for responding to someone who shows symptoms of COVID-19.

Part 4- The following will apply for Special Education-

- a. Special Education students may be grouped together, in pairs, or individually, as appropriate.
- b. Additional PPE, upon request of the staff member, will be provided based on their assignment.



#### Part 5- Reducing Transmission: Physical Distancing-

- a. The District will instruct staff and students to maintain physical distancing of at least three (3) or more feet between students to the degree possible and reduce the amount of time students are close to each other, dependent on students' ages, and on their developmental and physical abilities.
- b. In addition to the limits on distancing noted elsewhere, the District will maintain six (6) feet between students to the degree possible for the following circumstances:
  - i. Between adults/staff in the school building and between adults and students.
  - ii. For all staff and student in common areas, such as school lobbies and auditoriums.
  - iii. For all staff and students when masks cannot be worn, such as when eating lunch.
  - iv. For all staff and students during activities when increased exhalation occurs, such as PE, exercise, or shouting. These activities should be moved outdoors or to large, well ventilated spaces whenever possible.
  - v. For all staff and students, in community settings outside of the classroom.

#### Part 6- Masks/Cloth Face Coverings and Face Shields-

- a. The District will enforce the DOH requirement that students, school personnel, volunteers, and visitors must wear cloth face coverings or an acceptable alternative (e.g., surgical mask) at school when indoors, as well as when outdoors where a minimum of six feet distancing cannot be maintained. In some circumstances, staff may require a higher level of protection. Unless specifically exempt by DOH *K-12 Schools – Summer 2021 Guidance*.
- b. For staff and students who fall within the DOH mask/face covering exemptions, alternative protective measures will be established in advance. As an alternative to masks/face coverings, the District will provide face shields for staff and, if available, offer them to students.
- c. On or prior to the first day of summer school, the District will communicate to staff members the list of students assigned to them who are already exempt from wearing a mask due to documented medical condition and inform the staff member of the increased Transmission Risk this creates and provide the staff member with a face shield or other L&I-approved PPE prior to in-person services beginning.
- d. The site administrator or designated central administrator, as needed, will communicate with parents or guardians if their student refuses to follow required safety protocols including but not limited to wearing their mask/face covering.
- e. The District will provide masks/cloth face coverings that meet or exceed Washington State DOH Guidance on Cloth Face Coverings and CDC Recommendations, and in sufficient quantity for individuals to wear, including replacements for torn, lost or dirty masks.

#### Part 7- What to do if someone develops signs of COVID-19, Return of that person, and Positive Test Results -

- a. To prepare for the potential of students or staff showing symptoms, the District will have a response and communication plan in place that includes communication with staff, families, and their local health jurisdiction.
- b. All rules related to separating and removing a student or staff member who develops signs of COVID-19 (as outlined by public health); cleaning and disinfecting affected areas; and informing



the individual of applicable health guidance; shall be followed. In addition, the District will ask the employee or student's parent or guardian to inform the site administrator right away if the person is diagnosed with COVID-19. Rules for return to the program also will followed.

- c. The District will activate the response and communication plan if a student or staff member test positive.
- d. The District will notify the Association President as soon as reasonably possible if the District is informed that a student or staff member has tested positive. Such notification will be consistent with all applicable patient privacy laws.

#### Part 8- Cleaning and Disinfecting Procedures and Products-

- a. Teachers will not be asked or required to supply cleaning supplies, disinfectants, or hand sanitizers.
- b. The District will maintain and follow infection control plans, updated to reflect what is known about COVID-19, as required by regulatory agencies. The District will assess custodial staffing levels and increase them if needed, to ensure fidelity with infection control plans for summer school.
- c. Certificated staff members will not be responsible for cleaning and disinfecting when bodily fluids are involved.

#### Part 9- Hands-On Materials and Equipment-

- a. The District will support staff and ensure that hands-on materials, except for books and other paper-based materials, are cleaned and sanitized often and after each use. The District will provide sufficient materials so that sharing materials is not needed and for easier cleaning, sanitizing, or disinfecting.

#### Part 10- Workdays and Work Hours-

- a. Elementary Summer School is July 6 through 30.
- b. Secondary Summer School is July 12 through August 6
- c. Certificated staff will receive a planning period in conjunction with the current CBA.
- d. Certificated staff will be paid at their per diem rate of pay.
- e. Echo Glen will follow the statutory requirements of the extended school year calendar; their summer programming begins June 28th.
- f. Staff members will have one (1) day of pay at their per diem rate in order to prepare for summer school.

#### Part 11- Nurse and Health Room-

- a. The District will create and maintain sufficient health room space, including space for the isolation of students or staff showing signs of COVID-19.
- b. Certificated Nurse will be paid at their per diem rate of pay.
- c. Certificated Nurse will have an additional fifteen (15) hours of pay at their per diem rate in order to prepare for summer school to be ready to run on July 6<sup>th</sup>.
- d. Any travel time between worksites will be paid at the travel rate.
- e. Any additional programs added to the summer portion will require additional preparation for the nurse. The nurse supervisor will approve additional requests of compensation to prepare for the change in programs for the summer.



Part 12- Echo Glen-

- a. Two (2) ISD staff will be scheduled in each classroom. It is understood that at any given time during a class period, ISD staff may work in one of the two assigned adjoining classrooms, leaving DCYF staff in the other adjoining classroom. ISD teachers will provide direct instruction.
- b. These staff members will not be assigned DCYF staff roles/bargaining unit work, including but not limited to, student escorts, physical de-escalation, safety and security of the classroom and campus.

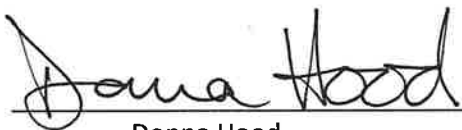
Part 13- Professional Responsibilities-

- a. Elementary summer school teachers and special education certificated staff will not be required to post assignments online, or to create or maintain an online web presence for summer school. ISD Homework Policy will apply if a student is absent.
- b. High summer school teachers and students will use the District's Canvas platform. High school teachers may post assignments online but will not be required to create or maintain an online web presence for summer school. Staff will assist students with excused absences in accessing their coursework.
- c. Teachers are non-supervisory employees. Any concerns about the performance of paraprofessional will be brought to the attention of the site administrator.

Part 14- Compensation-

- a. All work performed will be compensated at the staff member's per diem rate of pay or per the terms outlined in their supplemental contract.
- b. In the event a staff member is ordered by a medical professional to self-isolate or self-quarantine pending results of COVID testing, or in the event of class/summer school cancellation or closure of any duration due to a suspected or confirmed case of COVID-19, staff members will be kept whole in compensation for any missed summer school hours.

Agreed to this \_\_18\_\_ day of \_June\_\_ 2021.



Donna Hood  
Assistant Superintendent of Human Resources



Derona Burkholder  
IEA President

