

**MEMORANDUM OF UNDERSTANDING  
2020-21 REOPENING OF SCHOOLS**

**Amendments for Secondary Hybrid Model  
March 2021**

- As we bring back secondary students to schools on a hybrid model, instructional modality will either be Hybrid (AA)/Hybrid(BB) or fully Connected.

Precise start and end times for each building and special programs may need to shift within this model based on transportation schedules.

BHS/MVMS will have a 9<sup>th</sup> and 6<sup>th</sup> grade orientation on March 29<sup>th</sup> and 30<sup>th</sup>, respectively. The first day Hybrid learning will be April 1<sup>st</sup> (A) and April 2<sup>nd</sup> (B). All six in-person class periods will be held both of these days to transition to in-person learning with all of their A and B classes.

Staff Facing BHS Draft Bell Schedule					
Time	Monday	Tuesday	Wednesday (Unchanged)	Thursday	Friday
8:30 - 9:10	Individual Planning IEP meetings as needed	Individual Planning IEP meetings as needed	8:30 - 9:30  Individual Planning IEP meetings as needed/ District PD - Equity/Recipe once monthly	Individual Planning IEP meetings as needed	Individual Planning IEP meetings as needed
9:15 - 10:05	Period 1 Connected (Cohorts B, C)	Period 4 Connected (Cohorts B, C)		Period 1 Connected (Cohorts A, C)	Period 4 Connected (Cohorts A, C)
10:15 - 11:05	Period 2 Connected (Cohorts B, C)	Period 5 Connected (Cohorts B, C)	9:45-10:45  Staff Meeting	Period 2 Connected (Cohorts A, C)	Period 5 Connected (Cohorts A, C)
11:15 - 12:05	Period 3 Connected (Cohorts B, C)	Period 6 Connected (Cohorts B, C)		Period 3 Connected (Cohorts A, C)	Period 6 Connected (Cohorts A, C)
12:05	Lunch (30 min)  ALD/prep (~30 <u>15</u> min)	Lunch (30 min)  ALD/prep (~30 <u>15</u> min)	11:00 - 11:45  BHS: Knight Skills MVMS: Homeroom	Lunch (30 min)  ALD/prep (~30 <u>15</u> min)	Lunch (30 min)  ALD/prep (~30 <u>15</u> min)
12:50-1:45	Period 1 @School (Cohort A)	Period 4 @ School (Cohort A)	11:45 - 12:30  Office Hours	Period 1 @ School (Cohort B)	Period 4 @ School (Cohorts B)

1:50 - 2:45	Period 2 @ School (Cohort A)	Period 5 @ School (Cohort A)	12:30 - 1:00 <b>LUNCH</b>	Period 2 @ School (Cohort B)	Period 5 @ School (Cohort B)
2:50 - 3:45	Period 3 @ School (Cohort A)	Period 6 @ School (Cohort A)	1:00 - 3:00 <b>PLC</b>	Period 3 @ School (Cohort B)	Period 6 @ School (Cohort B)
3:45 - 4:00	Individual Planning  (IEP meetings as needed)	Individual Planning  (IEP meetings as needed)	3:00 - 4:00  Individual Planning IEP meetings as needed	Individual Planning  (IEP meetings as needed)	Individual Planning  (IEP meetings as needed)

<u>MVMS Staff Facing Schedule</u>					
8:30 - 8:45	Individual Planning  IEP meetings as needed	Individual Planning  IEP meetings as needed	8:30 - 9:30  Individual Planning IEP meetings as needed/	Individual Planning  IEP meetings as needed	Individual Planning  IEP meetings as needed
8:45 - 9:30	Period 1 Connected (Cohorts B, C)	Period 4 Connected (Cohorts B, C)	District PD - Equity/Recipe once monthly	Period 1 Connected (Cohorts A, C)	Period 4 Connected (Cohorts A, C)
9:35 - 10:20	Period 2 Connected (Cohorts B, C)	Period 5 Connected (Cohorts B, C)		9:45-10:45  Staff Meeting	Period 2 Connected (Cohorts A, C)
10:25 - 11:10	Period 3 Connected (Cohorts B, C)	Period 6 Connected (Cohorts B, C)	11:00 - 11:45  MVMS: Homeroom	Period 3 Connected (Cohorts A, C)	Period 6 Connected (Cohorts A, C)
11:10	Lunch (30 min) ALD/prep (10 min)			Lunch (30 min) ALD/prep (10 min)	
11:50-12:45	Period 1 @School (Cohort A)	Period 4 @ School	11:45 - 12:30	Period 1 @ School	Period 4 @ School

		(Cohort A)	Office Hours	(Cohort B)	(Cohorts B)
12:50 - 1:45	Period 2 @ School (Cohort A)	Period 5 @ School (Cohort A)	1:00 - 3:00  <b>PLC</b>	Period 2 @ School (Cohort B)	Period 5 @ School (Cohort B)
1:50: - 2:45	Period 3 @ School (Cohort A)	Period 6 @ School (Cohort A)		Period 3 @ School (Cohort B)	Period 6 @ School (Cohort B)
3:00 - 3:45	Small group and connection with students	Small group and connection with students	3:00 - 4:00  Individual Planning IEP meetings as needed	Small group and connection with students	Small group and connection with students
3:45 - 4:00	Individual Planning  (IEP meetings as needed)	Individual Planning  (IEP meetings as needed)		Individual Planning  (IEP meetings as needed)	Individual Planning  (IEP meetings as needed)

RHS orientation for students will be March 31st and the first day of in-person instruction will be April 12<sup>th</sup>.

<b>RHS Daily Hybrid Schedule 2020-21 Teacher - In-Person &amp; Streaming</b>					
	Monday	Tuesday	Wednesdays	Thursday	Friday
7:30-10:15	Asynchronous Planning	Asynchronous Planning	Building/District PD (7:30-9:45) Staff Meeting (9:45-10:45)	Asynchronous Planning	Asynchronous Planning
10:15-10:45	Lunch	Lunch		Lunch	Lunch
10:45-11:40	Period 1 In-Person & Streaming	Period 1 In-Person & Streaming	Advisory (11:00-11:45)	Period 1 In-Person & Streaming	Period 1 In-Person & Streaming
11:45-12:40	Period 2 In-Person & Streaming	Period 2 In-Person & Streaming	Lunch (11:45-12:15)	Period 2 In-Person & Streaming	Period 2 In-Person & Streaming
12:45-1:40	Period 3 In-Person & Streaming	Period 3 In-Person & Streaming	Office Hours (12:15-1:00)	Period 3 In-Person & Streaming	Period 3 In-Person & Streaming

1:45-2:40	Office Hours	Office Hours	PLC (1:00-3:00)	Office Hours	Office Hours
2:45-3:00					

WH first day of in-person instruction will be March 15<sup>th</sup>.

West Hills STEM Academy Middle School Hybrid Learning Schedule					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
	<b>"A" students in person. "B" students live stream. Connected students live stream.</b>		<b>All students learn remotely</b>	<b>"B" students in person. "A" students live stream. Connected students live stream.</b>	
<b>8:05 - 8:15</b>	Student Arrival			Student Arrival	
<b>8:15 - 9:10</b>	1st Period	1st Period	<b>Asynchronous / Online Learning Virtual clubs and Assemblies</b>	1st Period	1st Period
<b>9:15 - 10:10</b>	2nd Period	2nd Period		2nd Period	2nd Period
<b>10:15 - 11:10</b>	3rd Period	3rd Period		3rd Period	3rd Period
<b>11:10 - 11:40</b>	7th/8th Grade Lunch 6th Grade Homeroom	7th/8th Grade Lunch 6th Grade Homeroom		7th/8th Grade Lunch 6th Grade Homeroom	7th/8th Grade Lunch 6th Grade Homeroom
<b>11:40 - 12:20</b>	7th/8th Grade Homeroom 6th Grade Lunch	7th/8th Grade Homeroom 6th Grade Lunch		7th/8th Grade Homeroom 6th Grade Lunch	7th/8th Grade Homeroom 6th Grade Lunch
<b>12:20 - 1:15</b>	4th Period	4th Period		4th Period	4th Period
<b>1:15</b>	Student Dismissal			Student Dismissal	
<b>2:30 - 3:00</b>	Office Hours			Office Hours	
<b>3:00 - 3:20</b>	Family Engagement			Family Engagement	

- The District will provide all staff with access to a single source document that contains all COVID-19 health and safety protocols required to open schools safely. Should health and safety protocols change during the school year, the District will provide reasonable notice to the Association leadership and affected employees.
- All classroom certificated staff transitioning to the hybrid model will be given two school days prior to the first day of the hybrid model day to transition their classroom and instruction and receive training. Two workdays prior to the first day of on-site instruction, all staff in this model will be provided training on all COVID-19 health and safety protocols required to open schools safely. Each building

representative will work with the COVID site supervisor to ensure that all buildings have implemented health and safety protocols.

4. Staff are encouraged to communicate with the District about any health and safety concerns. Staff with concerns about health and safety concerns may choose to bring such concerns to their building COVID site supervisor, the District COVID site supervisor or bring the concerns through their building Association representative. Review of health and safety concerns will be a standing agenda item at all labor management meetings.
5. In the event that the District learns that employees, students, or other visitors to District facilities have tested positive for or are suspected of having COVID-19 and that contact tracing and communication with potentially affected persons is necessary, appropriate District administration will perform those duties in collaboration and in conjunction with Kitsap County Health Department. The district will promptly notify Association leadership, subject to confidentiality restrictions, and keep them updated regarding the developing situation.
6. Exclusion of Students and Staff with COVID-19 Symptoms  

Students or staff who display COVID-19 symptoms on the attestation form or have been identified as displaying COVID symptoms, as defined by CDC and/or WaDOH, shall be referred to the temporary observation room and/or sent home

  - a. Classrooms and other facilities used by a student or staff member described above shall be immediately disinfected according to CDC, DOH, and OSPI guidelines.
  - b. The District will create a process that will immediately and safely remove a sick student from the learning environment and accompany them to a designated, supervised area separate from any potential interaction with students and non-supervising staff.
  - c. The District shall provide a safe room for excluded students to wait for their parents/ guardians. This room shall be designated specifically for this purpose. No bargaining unit employee shall be required or expected to supervise students who are excluded with COVID-19 symptoms.
7. The District will extend the provisions of Emergency Paid Sick Leave up to seven (7) days in sections D.1.a, D.2.b and D.3.b of the 9/14/20 Memorandum of Understanding between the District and the Association. Employee usage of EPSL days prior to December 31, 2020 will be deducted from the seven days. The District will provide this until the federal government renews the benefit, or the end of this MOU (2020-21 school year). Other uses or hours of EPSL and EFMLA expired on December 31, 2020 and are no longer available for employee use after such date.
8. For the time that students are not in class, teachers will assign asynchronous learning and provide a total of 5.75 hours of instructional activities for students each school day.

9. No classroom teachers will be required to assist with morning arrival. No nonsupervisory certificated employees will be required to take student temperatures or attestations but may be involved in student arrival supervision.
10. The District will provide assistance with moving any District furniture or equipment that must be moved in order to accommodate students. Classrooms shall be set up to accommodate appropriate social distancing standards.
11. The District has designed health and safety protocols for staff and students which have been communicated in other documents (e.g., the “COVID 19 Staff Guide”). The following provisions are consistent with those protocols and included here among the agreements between the District and Association to reinforce their importance to both parties:
  - a. Students, staff, and visitors will have a wellness attestation and students will have an on-site temperature screening before entering classrooms. Hands will be sanitized or washed when entering school and classrooms. Visitors will be allowed on site by appointment only, except in the case of emergencies. There will be separate bathrooms for students and staff.
  - b. Students will have assigned seating in classrooms that maintains a six-foot distance from other individuals. Students will not share supplies, sports equipment or manipulatives without cleaning between users.
  - c. Custodians will disinfect tabletops, desks, chairs, sinks, and frequently touched surfaces between every cohort of students. Disinfecting wipes will be provided to all classrooms. Students will be required to clean their area upon arrival. Students will clean their area at the end of class time if required by teacher.
  - d. Every classroom used by students will have either a handwashing station with hot water, soap, and paper towels or alcohol-based hand sanitizer.
  - e. When students leave school they will be provided a grab and go lunch for consumption after school, and a breakfast for consumption prior to returning to the school campus the following school day. Students will be allowed to consume beverages in class while seated.
  - f. The District will publish on the District website a COVID Dashboard. The dashboard will be updated every two weeks.

<i>Weeks of XXXX and XXXXX</i>	<b>Confirmed COVID cases*</b>	<b>Students on-site (estimated)</b>	<b>Staff on- site (estimated)</b>
<i>Elementary Schools</i>	0	0	0
<i>Grades 6-8</i>	0	0	0
<i>High school</i>	0	0	0

<b>TOTAL for XXXX-XXXX</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>* Confirmed positive COVID cases that impact staff and students in the building, confirmed by KPHD.</b>				
<b>Historical School Cases Information</b>				
	<b>Elementary</b>	<b>Grades 6-8</b>	<b>High School</b>	<b>Staff</b>
Total confirmed cases reported since September, 2020				

- g. The District will provide staff with all PPE required by state or local health and workplace safety agencies for their transmission risk level of their work environment. PPE requirements shall be updated when and if such agencies change their requirements.
- h. For the duration of the 2020-21 school year, special education staff assigned to ISP classrooms are eligible to receive two (2) additional hours at per diem pay for work per case-managed IEP to support the extensive paperwork and meetings required for necessary adjustments of IEPs. Other special education teachers are eligible to receive one (1) additional hour at per diem pay per case-managed IEP for such work. SLP, OT and PT are eligible to receive one half (1/2) additional hour at per diem pay per case managed IEP for such work. This work will be reported for compensation using the Bremerton School District Certificated Employee Time Sheet for Extra Hours form. This MOU section replaces any previous MOU section relating to additional compensation related to IEP work.

**Substitutes**

The District will employ substitutes, including long-term substitutes, for positions that become temporarily vacant unless the District determines that such substitute personnel are not needed or other options for synchronous learning can be provided.

**Secondary Options for Class Coverage**

The District will employ substitutes, including long-term substitutes, for positions that become temporarily vacant unless the District determines that such substitute personnel are not needed or other options for synchronous learning can be provided.

	Design	Compensation
When a teacher is unable to teach on-site and/or off-site.	Teachers are expected to provide in-person and connected lessons. Emergency lessons need to be available.  <b>Options</b>	

	<ul style="list-style-type: none"> <li>• Substitute teacher only option: <ul style="list-style-type: none"> <li>○ A substitute teacher is assigned to teach in-person and connected learning (BHS and MVMS)</li> <li>○ A substitute teacher is assigned to teach In-person while streaming (RHS and WH STEM)</li> </ul> </li>   <li>• Blended coverage option (BHS and MVMS only): <ul style="list-style-type: none"> <li>○ A substitute teacher is assigned to teach in-person learning. The teacher of record teaches connected learning.</li> <li>○ A building teacher is assigned to teach in-person learning. The teacher of record teaches connected learning.</li> </ul> </li>   <li>• Building coverage option: A building teacher is assigned to teach in-person and connected learning.</li> </ul>	<p>Full day sub rate</p> <p>Half day sub rate (RHS) Full day sub rate (WH STEM)</p> <p>Half day sub rate (BHS, MVMS)</p> <p>Loss of prep pay (\$40 per class)</p> <p>Loss of prep pay (\$40 per class)</p>
<p>When a teacher is able to teach off-site but unable to teach on-site.</p>	<p>Teachers are expected to teach connected learning from home and stream into the classroom for in-person learning.</p> <p><b>Options</b></p> <ul style="list-style-type: none"> <li>• Sub supervision option: Certificated or classified substitute provides supervision for in-person learning while teacher zooms in from off-site (<i>classroom set up must allow for this option</i>). The teacher of record continues to teach connected learning.</li>   <li>• Building staff supervision option: Certificated (<i>or classified when needed</i>) staff member provides supervision for in-person learning while teacher zooms in from off-site (<i>classroom set up must allow for this option</i>). The teacher of record continues to teach connected learning.</li> </ul>	<p>Half day sub rate</p> <p>Loss of prep pay for certificated (\$40 per class)</p>

**BREMERTON EDUCATION ASSOCIATION**

**BREMERTON SCHOOL DISTRICT**

\_\_\_\_\_  
President

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date