

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

**Amendments for Elementary Hybrid Model
October 2020**

1. As we bring back elementary students to schools on a hybrid model grade by grade, those teachers will work with AM and PM cohorts of their classes on a schedule that looks like one of the following on Monday, Tuesday, Thursday and Friday:

Hybrid AM-Hybrid PM Monday, Tuesday, Thursday, Friday		Hybrid AM-Connected PM -or- Connected AM-Hybrid PM Monday, Tuesday, Thursday, Friday		Connected AM-Connected PM Monday, Tuesday, Thursday, Friday	
8:15	Staff arrive and transition time	8:15	Staff arrive and transition time	8:15	Staff arrive
8:30 - 11:00	AM Student Session	8:30 - 11:00	AM Student Session	8:30 - 9:15	ELA /SEL Synchronous Instruction
				9:15- 9:30	Student Break
				9:30- 10:15	Math Synchronous instruction
11:00 - 11:15	Transition (certificated staff supporting)	11:00 - 11:15	Transition (certificated staff supporting)	10:15- 11:15	Connected planning and assigning
11:15 - 12:45	Lunch (30 minutes) Planning (1 hour)	11:15 - 1:00	Lunch (30 minutes) Planning (1 hour)	11:15 - 1:00	Lunch (30 minutes) Planning (1 hour)
12:45 - 1:00	Transition			1:00 - 1:45	ELA /SEL Synchronous Instruction
1:00 - 3:30	PM Student Session	1:45 - 2:00	Student Break	1:45 - 2:00	Student Break

	3:30-3:45 Transition Time (Certificated staff supporting)	2:00 - 2:45	Math Synchronous instruction	2:00 - 2:45	Math Synchronous instruction
3:45	Staff depart	2:45 - 3:45	Connected planning and assigning	2:45 - 3:45	Connected planning and assigning

Precise start and end times for each building may shift within this model based on transportation schedules. Arrival and departure procedures for the AM and PM cohorts will need to be customized to each school building.

2. 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 no later than November 4. Should health and safety protocols change during the school year, the District will provide reasonable notice to the Association leadership and affected employees.
3. 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, including expectations for disinfecting between cohorts. 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. Employees who have been directed to leave work to get tested for COVID-19 may access leave pursuant to the EPSL prior to accessing employee's sick leave. As an alternative, the District may assign remote work during this time. If EPSL is not renewed upon expiration by federal legislation, the employee shall be provided up to two (2) days of paid leave outside of the employee's sick leave entitlement.
 8. For the time that hybrid students are not in the building, teachers will assign asynchronous learning and specialist lessons to provide a total of 5.75 hours of instructional activities for students each school day (2.5 hours at school, 3.25 hours at home). Activities may include, but are not limited to iReady, social studies and science online resources provided by District, recess, specialist asynchronous lessons, guided practice, reading and math practice, and social-emotional learning. Classroom teachers will not be expected to provide asynchronous direct instruction (i.e., videos or choice boards) for this time.
 9. For the time that connected students are not in synchronous lessons with the classroom teacher, teachers will assign asynchronous learning and specialist lessons to provide a total of 5.75 hours of instructional activities for students each school day (1.5 hours synchronous, 4.25 hours asynchronous). Activities may include, but are not limited to iReady, social studies and science online resources provided by District, recess, specialist asynchronous lessons, guided practice, reading and math practice, and social-emotional learning. Classroom teachers will not be expected to provide asynchronous direct instruction (i.e., videos or choice boards) for this time.
 10. On Wednesdays, the structure of the 7.5-hour workday for teachers in the hybrid model will be the same as teachers in the full-remote model.
 11. No classroom teachers will be required to assist with morning or afternoon arrival. No nonsupervisory certificated employees will be required to take student temperatures or attestations but may be involved in student arrival supervision.

12. Recess will not be built into the daily on-site school schedule, but teachers can provide developmentally appropriate breaks for students indoors or outside. Teachers who wish to schedule a self-supervised outside break will work with building administrators to schedule such time to minimize cross-cohort contamination.
13. 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.
14. 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 the building. 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 or manipulatives.
 - c. Custodians will disinfect tabletops, desks, chairs, sinks, and frequently touched surfaces between every cohort of students. Staff will be provided with a cleaning supply caddy, including wipes and gloves for staff, to be used at their discretion to do intermittent spot cleaning.
 - d. There will be locations at each school that have been cleaned before the break between AM and PM cohorts where staff can go while their classroom is being cleaned and maintain six feet of distance from others.
 - e. Every classroom used by students will have either a handwashing station with hot water, soap, and paper towels or alcohol-based hand sanitizer.
 - f. Students will be provided grab and go breakfast and lunches and will not be eating meals at school.
 - 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.
15. 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. If no

substitutes are available on an emergency basis, the following staff members may be asked to provide class coverage for synchronous learning or in-person learning: elementary specialists, interventionists, instructional coaches and Title I/LAP instructors first by volunteer basis and then on a rotation. These teachers will be paid \$7.00 per student per session. No more than three sessions of substitute coverage will be required per week and no more than one hybrid session per day. For connected sessions, a colleague in the same grade level may agree to absorb those connected students into their synchronous “Connected” learning. The teachers will also be paid \$7.00 per student per session. Prior to the return of grades 3-5, the parties agree to meet and renegotiate this paragraph.

BREMERTON EDUCATION ASSOCIATION

BREMERTON SCHOOL DISTRICT

President

Superintendent

Date

Date