

Letter of Agreement
2018-2019 School Year
Legacy High School

The Evergreen Education Association (hereinafter EEA) and Evergreen Public Schools (hereinafter EPS) recognize that Legacy is a small specialty school that serves some of our most at-risk students. Therefore, EEA/EPS agree to the following for the 2018-2019 school year:

1. Delivery of Instruction:

- Students will attend classes 5 days per week (M,T,W,TH,F) with a target class size of 18-22 and not to exceed a total caseload of 150 in a day.
- Every effort will be made to assign teachers to the same on-line and in-person preps.
- Teachers are provided one prep period per student attendance day equal to a class period but not including Wednesday.
- 30 minutes of planning for online classes is provided daily.
- Teachers may have no more than 4 preparations in a term (includes HRT).

2. Daily Schedule:

Monday, Tuesday, Thursday, Friday

8:00am-8:30am	WAC Time
8:30am-9:00am	Online Prep
9:00am-3:00pm	Classes, 30 minute duty free lunch provided in this time frame
3:00pm-3:30pm	WAC Time

Wednesdays (excludes Districtwide early release days)

8:00am-8:30am	WAC
8:30am-9:00am	Online Prep
9:00am-12:00pm	Extra-Curricular, Grad Support Activities and Duty Free Lunch
12:00pm-3:00pm	Administrative directed worktime

3. ALE Progress Evaluation Days (Districtwide Early Release days):

- Districtwide secondary early release days are non-student attendance days.
- The first half (9:00AM-12:00PM) of Districtwide early release days are to be used to complete ALE requirements and paperwork.
- The second half of Districtwide early release days (12:00pm-3:00pm) is for PD in accordance with the District calendar.

4. Open Doors:

- A 1.0 FTE open doors teacher will not exceed 75 students.
- The open doors teacher will follow district wide secondary early release days and agreed upon Wednesday, to complete contact logs and other ALE/Open Doors documentation.

5. HRT:

- HRT classes will have a target of 15 student caseload.
- All efforts will be made to distribute students equitably.

Former IQA teachers who are teaching legacy online (formerly known as IQA) shall be provided the opportunity to transfer to a similar secondary vacancy should they hold the appropriate certification (assuming they are proficient or distinguished in their evaluation) during the transition of the program. This option will sunset in 2020 and staff will follow the process outlined in the CBA for changing assignments within Evergreen.

Revisit in May 2019 for the 2019-2020 school year.

Walt H. Butts
Attest for Evergreen Education Association

Date 8/8/18

Jane Jones
Attest for Evergreen Public Schools

Date 8/8/18