

**Memorandum of Understanding  
WA-AIM Portfolio Completion**

**2020 - 2021**

The Evergreen School District and the Evergreen Education Association, in recognition of the workload generated from WA-AIM portfolio creation and completion, shall offer any and all of the following to those impacted certificated employees, per their individual request:

**Per student compensation (to be submitted for payment on a Form A)**

**For Employees creating and completing WA-AIM portfolios for the first time:**

\_\_\_\_\_ # of content areas X 5 hours X \$ professional rate of pay = \_\_\_\_\_

**All other Employees creating and completing WA-AIM portfolios:**

\_\_\_\_\_ # of content areas X 3 hours X \$ professional rate of pay = \_\_\_\_\_

**Training**

1. The district will provide release for WA-AIM training for all certificated employees who will be responsible for the creation and completion of the WA-AIM. **OR**
2. The district will provide compensation at curriculum rate for all certificated employees who complete training modules for the WA-AIM.

**Collaboration**

The District will provide release and coordinate knowledgeable leaders to lead two half-day release collaborative working session for Elementary and Secondary certified employees around the development of WA-AIM assessments.

**Other options for relief, in addition to the option listed above, may include\*:**

- Substitute support, charged to the employee, per the received compensation above
- Released/excused from 1 staff meeting per month
- Employee utilization of early release days for WA-AIM work upon request to supervisor
- Exemption from attendance at site level "proctor training" meetings
- Release from attendance of school assemblies, as appropriate, relative to class supervision needs

\*Special Services shall communicate stated options with site administrators throughout the district, to allow for universal support and recognition of options for respective impacted employees.

\_\_\_\_\_ *Jenna Jones*  
For the District

\_\_\_\_\_ *8-28-2020*  
Date

\_\_\_\_\_ *Willa H. Smith*  
For the Association

\_\_\_\_\_ *8-28-2020*  
Date