

Memorandum of Understanding  
between  
Highline Education Association  
and  
Highline School District

Elementary Music/PE Specialist Schedules  
Effective: School Year 2019-20

The Highline School District ("District") and the Highline Education Association ("Association") recognize that some elementary schools have had challenges implementing the new language in Section 4.25.E of the Collective Bargaining Agreement ("CBA"), mandating a semester model for schools having arts specialists in two different disciplines. Additionally, some schools have had difficulty meeting the section limits in Section 4.25 due to itinerant schedules.

The District and Association agree that for this school year, schools may implement a schedule in which arts specialists teach more than the number of sections outlines in section 4.25.A, provided that:

- 1) The specialists' overall teaching minutes remain at or under the limit for their FTE, as outlined in Section 4.25.A;
- 2) Their schedules meet all other relevant contractual guidelines, including, but not limited to: length of workday, non-instructional time, planning time, and duty-free lunch;
- 3) Appropriate mitigation is provided to address the increased number of sections, as approved by the Executive Director of Highline Human Resources and the HEA President, or their designees.

Examples of appropriate mitigation may include release time, additional compensation, additional planning time, reduced grading responsibilities, or any combination of thereof.

The District and the Association expect schools to take necessary steps this school year to prepare schedules that will be in compliance with Section 4.25 of the CBA beginning in school year 2020-21.



Dr. Steve Grubb  
Chief Talent Officer  
Highline School District

9/25/19

Date



Dr. Sandra L. Hunt  
President  
Highline Education Association

9/25/19

Date