

**MEMORANDUM OF UNDERSTANDING**  
**between the**  
**EDMONDS SCHOOL DISTRICT NO. 15**  
**and the**  
**EDMONDS EDUCATION ASSOCIATION**  
**2022-2023**

THIS MEMORANDUM OF UNDERSTANDING regarding duties and stipend amount for *Move 60!* Program shall be effective September 1, 2022 through August 31, 2023 and is supplemental to the 2017-22 Procedural Agreement (PA) between the Edmonds Education Association (EEA) and the Edmonds School District No.15 (District).

WHEREAS, in the 2022-23 school year, the District received a grant of \$420,414.00 to continue with the *Move 60!* Program in the District; and

WHEREAS, certificated staff is needed to lead the program in each school; and

WHEREAS, a stipend and duties for the Lead Instructor has been bargained with EEA.

THEREFORE, the undersigned parties hereby agree as follows:

1. The duties for the certificated *Move 60!* Lead Instructor will be as follows:
  - Attend trainings, as provided by District coordinators
  - Assist with program promotion and publicity at site, including identifying students for the program
  - Work with an assistant to set up, implement, and supervise daily *Move 60!* activities for three sessions per year; each daily session lasting one hour, either before or after school hours
  - Manage paperwork, including registration information, health information, and parent permission
  - Communicate progress regularly with District coordinators
  - Collect student pre and post-session fitness data, including using proper Fitnessgram® testing protocols, as instructed by the *Move 60!* District coordinator
  - Teach the provided *Move 60!* curriculum, modifying activities and lessons as necessary
  - Work 5 hours per week with students and spend 1 hour in planning/ coordinating activities
2. Lead Instructors will be chosen by the school principal in the following hiring order:
  - a. Certificated staff in building
  - b. Classified staff in building
  - c. Trained, successful *Move 60!* instructors from another site (e.g. an instructor who is not a cert staff in building who is “trumped” by a cert in building. The previous instructor could then be moved/transferred to another school with an opening who does not have a qualified certificated or classified in building)
  - d. Cert staff out of building
  - e. Cert subs
  - f. Non district employees

The Move 60 lead instructor position may be shared between multiple employees.

3. Certificated candidates must meet minimum requirements, as outlined by the District *Move 60!* Coordinator as follows:
  - Certificated employee of the Edmonds School District (or as specified in paragraph #2)
  - Enthusiastic and knowledgeable about Health and Fitness content
  - Ability to work with a diverse group of children, including managing behavior and maintaining safety
  - Physically able to perform necessary duties, such as equipment setup and skill demonstration

4. A stipend amount of \$6,000 per school year (\$2,000 per session, plus benefits) will be paid to the certificated staff member who is chosen as Lead Instructor. An hourly rate of \$34.32 will be paid to a Lead Instructor who is not a certificated staff member. The 2022-23 session dates will be as follows (4 days per week):

FALL:            October 3, 2022 – December 16, 2022 = 10 weeks/37 days  
(No *Move 60!* during elementary conference week)

WINTER:        January 9, 2023 – March 15, 2023 = 10 weeks/35 days

SPRING:        April 10, 2023 – June 9, 2023 = 9 weeks/35 days

For the 2022-23 school year, the preferred schedule will be Monday-Thursday. The building administrator and *Move 60!* instructor will agree on a plan if there is missed collaboration or administrative meeting time.

5. Each *Move 60!* Lead Instructor will be allowed 6 absences per year (prorated if the position is being split). Each building will be responsible to designate a substitute for the Lead Instructor when absences occur. The substitute will be paid an equivalent hourly rate, and will submit a timesheet for hours worked. If a Lead Instructor exceeds the allotted number of absences, the stipend will be reduced accordingly.
6. This school year we will continue to offer the *Move 60!* Running Club at some of our elementary schools. Running Club will take place on the 5<sup>th</sup> day of each week (one day per week/60 minutes depending on what day works best for the school or a time that works best for the school (i.e. 20 minutes x 3 days per week)). This program will have the same instructor expectations as the existing *Move 60!* Program. There will be a Lead Instructor and an Assistant Instructor with the same rate of pay, requirements, and expectations that were listed above. The Lead Instructor will receive a stipend of \$1,500 and the Assistant Instructor will be paid at the classified rate of pay. There must be a minimum of 25 students participating in the running club.
7. At some of our schools the lead *Move 60* instructor duties are shared between multiple instructors so the stipends are prorated (see below). At some schools the lead *Move 60* instructor does the before/after school program plus lead the *Move 60 Miles Running Club* program so they are paid for 5 days per week.

Prorated Stipends for Lead Instructor are as follows:

- a. 5 days of *Move 60* Stipend \$7,500 (\$2,500 per session)
- b. 4 days of *Move 60* Stipend \$6,000 (\$2,000 per session)
- c. 3 days of *Move 60* Stipend \$4,500 (\$1,500 per session)

- d. 2 days of Move 60 Stipend \$3,000 (\$1,000 per session)
- e. 1 day of Move 60 Stipend \$1,500 (\$500 per session)

8. This Memorandum of Understanding is for the 2022-23 school year only.

EDMONDS EDUCATION ASSOCIATION

EDMONDS SCHOOL DISTRICT NO. 15

/Andrea Noziger Meadows/

/Rob Baumgartner/

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For the Association

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For the District

10/31/22

11/2/22

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Date

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Date