

**Collective Bargaining Agreement
between
Snoqualmie Coaches and Activities Association and
Snoqualmie Valley School District**

Preamble

The following Agreement is between the Snoqualmie Valley School District (“District”) and the Snoqualmie Coaches and Activities Association (“Association”).

Recognition

The District recognizes the Association as the exclusive bargaining representative, pursuant to RCW 41.56, of employees in extra-curricular positions of the District for which no certification is required. All other employees of the District are excluded.

Conformity to Law

The parties agree that if any provisions of this Agreement or the application of any provisions of this Agreement to any employee or group of employees shall be likely to be contrary to law, such provisions or application shall not be deemed valid or subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

Evaluation

High School head coaches will be evaluated the first year in the position. Subsequently, head coaches will be evaluated every other year. Coaches may be evaluated more frequently upon request of the coach or if the administrator determines it is necessary. Evaluations will be completed within thirty (30) school days after the close of the season for the athletic activity.

High School assistant coaches will receive feedback from the head coach and/or administrator responsible for athletics.

The Association and District will continue to collaborate about evaluations for high school and middle school activity advisors and coaches at the middle school level.

Salary Schedule

The Extra Curricular Coaching Salary Schedule for each year of the agreement are in Appendix A. Salaries for 2022-23 and 2023-24 are the same, and salaries will increase by 1% in 2024-25.

The Extra Curricular Non-Coaching Salary Schedule for 2022-23 is in Appendix B. Salaries for 2023-24 and 2024-25 will be bargained in spring 2023 in conjunction with the Snoqualmie Valley Education Association’s (“SVEA”) bargain of the Co-Curricular Salary Schedule, so that the District, Association and SVEA can collaborate on a possible restructure of the salary schedule and review of the comparable positions in each schedule.

Experience Calculation

Experience as a coach, either in the District or another school district, will be assessed at a one-to-one ratio, whether as a head or assistant coach. Out of district coaches will need to have their time verified using the appropriate paperwork provided by the District.

Middle School Turnout

Due to the inability to anticipate the number of athletes who will turn out for middle school sports, the District and Association shall meet after the third day of practice, each season, to determine if additional coaching positions need to be posted and hired. Additionally, the revenue from “pay-to-play” will be reviewed and the level of district support for the additional coaches will be determined.

Post Season Compensation

1. Post Season Compensation will be paid for each week beyond the season as defined below. The weekly amount will be determined by dividing the regular season stipend by twelve (12).
2. Post Season will become effective for team sports (football, basketball, volleyball, soccer, baseball, softball) after completion of the scheduled number of allowable WIAA contests (or fewer if restricted by weather or league decision).
3. Post Season will become effective for individual sports (golf, tennis, cross country, track & field, swimming, diving, wrestling, gymnastics) after completion of the league tournament.

Training

The District will maintain records relating to WIAA required certification for coaches. The District will organize and schedule applicable training, including clock hours, to assist extra-curricular staff in meeting WIAA certification requirements.

Elementary Building Extracurricular Funds

Allocations for Safety Patrol, Outdoor Education and Extracurricular Funds are separate and not to be comingled.

Extracurricular funds are allocated to each elementary school as described below. Each school will have a recognized building advisory group who will work with the principal to determine the allocation of funds to employees for approved extracurricular activities.

1. Each elementary building will be allocated \$7,500 annually to compensate employees for approved extra-curricular activities.
2. Each elementary building shall have an annual amount allocated to it to compensate employees for approved intramural (lunch/recess) activities. The annual allocation shall be based on the October 1 FTE:

FTE 600 or less	\$2,500
FTE more than 600	\$3,500

First Aid/CPR

To maintain compliance with WIAA requirements, the District will provide first-aid/CPR training for all SVSD coaches and athletic directors. Training will be provided twice annually and at no cost to SVSD coaches and athletic directors.

Filling Positions

1. When the District determines there is a new or open extra-curricular or activities position, said position shall first be advertised to in-building employees. If no in-building employee is selected to fill the position, the District will post the position for five (5) days. Consideration will be given to in-district applicants before applicants who are not employees of the District.
2. In the event the District opens a new secondary school, the District will follow the process outlined in paragraph 1 above after the building staff has been selected.

Grievance Procedure

Definitions:

A grievance is an allegation that a provision(s) of this Agreement has been misapplied or misinterpreted.

Any employee may file a grievance in accordance with this grievance procedure. To be valid, a grievance must be initiated within fifteen (15) business days of the date of the act giving rise to the grievance.

If the District does not meet a time limit, the grievance may be advanced to the next step; if a time limit is not met by the grievant, the grievance will be considered dropped.

A grievance must be in writing and must include:

- A. The facts on which the grievance is based;
- B. The specific section(s) of the Collective Bargaining Agreement which has been allegedly misinterpreted or misapplied; and
- C. The specific remedy sought.

A grievance must be signed and dated by the grievant.

Procedural Steps

Step 1. The employee shall meet with their supervisor to attempt to resolve the employee's complaint prior to formalizing the grievance. If this meeting fails to resolve the complaint, the grievance must be submitted in writing within five (5) business days of such meeting. The immediate supervisor will then schedule a formal meeting. The Supervisor will answer the grievance in writing within five (5) business days of that meeting.

Step 2. If not satisfied with the Supervisor's response, the grievant may submit the grievance to the Superintendent within five (5) business days of the Step 1 answer. Within five (5)

business days of receipt of the written grievance, the Superintendent or designee will arrange a meeting with the grievant. Within ten (10) business days of that meeting, the Superintendent or designee will render a written decision. The Superintendent's or designee's answer will be final and binding.

Duration

This Agreement is effective September 1, 2022 and shall continue in full force and effect through August 31, 2025.

By mutual agreement, the parties may amend this Collective Bargaining Agreement at any time.

FOR THE ASSOCIATION

FOR THE DISTRICT

/s/L. Bradwell

President, SCAA

/s/L. Gibbon

Superintendent, SVSD

8/29/2022

Date

8/29/2022

Date