

**Letter of Agreement  
Between  
the Mead School District and  
the Mead Education Association**

This Letter of Agreement sets forth the following understanding between the Mead Education Association and Mead School District #354. This agreement is entered into as an addendum to the current collective bargaining agreement.

When mutually agreed to by the District and Association, the District may offer non-continuing Super Contracts (.2 FTE) to 1.0 FTE employees. The district and association agree to the following selection criteria/considerations for the issuance of said Super Contracts:

- 1) Building staffing will be assessed to determine if any current part-time employee can have additional FTE added to their current schedule.
- 2) If the additional FTE needed cannot be addressed by adding additional FTE to part-time employees, the district will offer Super Contracts utilizing the following steps:
  - i) Unless otherwise agreed to through the Labor Management process, employees will be eligible for Super Contract consideration only if holding the appropriate endorsement for the additional time.
  - ii) A full-time employee may not be assigned more than an additional .2 FTE per semester.
  - iii) Based on the Master Schedule the employee must be available to work during the time of the additional assignment. Additional time will not be rescheduled to meet the specific prep period of any employee unless mitigating factors create no alternative. In such instances, the District and Association will use the Labor Management process to determine a resolution.
  - iv) Every effort will be made to notify all employees who meet the job opening criteria of the additional time opportunity in a timely manner. Interested employees will notify building administration of their interest in being considered for a Super Contract.
  - v) Final selection and issuance of a Super Contract will be determined by building administration.
- 3) An employee who accepts a Super Contract will receive a pro-rated per diem of their base contract pay. The increase shall be pro-rated effective the start date of the additional FTE. No adjustments will be made to benefit allocations or leave allocations. Employee leave deductions will be reflective of their 1.0 FTE contract during the time working the super contract.
- 4) In a traditional six period day, the one hour prep period for the duration of a Super Contract shall be forfeited.


In addition to the selection criteria/considerations set forth above, the following parameters will guide the issuance of Super Contracts:

- Super Contracts will be non-continuing in nature and issued on a semester by semester basis.
- Super Contracts will not be offered in lieu of posting for and hiring qualified full-time or part-time continuing employees.
- Every effort will be made to equitably offer Super Contracts to eligible/qualified employees.
- Additional parameters may be identified and added as an outcome of Labor Management discussions.

All other considerations are part of the contract.

Dated: 9/18/24

  
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Toby Doolittle, President  
Mead Education Association

  
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Travis Hanson, Superintendent  
Mead School District #354