

**Letter of Agreement
between the
Anchorage School District
and
Anchorage Education Association**

The Anchorage School District (“District”) and Anchorage Education Association (“AEA”) agree to the following:

Immediately following the ratification and final approval of the AEA/ASD Collective Bargaining Agreement for 2026-2029, the following terms and conditions will be implemented:

-A 3% pay increase for all AEA employees through June 30, 2026, retroactive to July 1, 2025. Payment of the full amount will be paid in two lump sums—one following the final approval of the contract to capture the retroactive amount and the second following the final paycheck of the year, but no later than Monday, June 22, 2026.

-An increase to the monthly employer health contribution to \$2100. The difference between the current contribution (\$1900/mo) and the increased contribution will be paid directly to employees to offset their employee health premium. Payment of the full amount will be prorated by the number of months an employee has coverage under the health plan for the year. Payment of the full amount owed will be paid in the same manner and on the same schedule as the salary increase.

-A 3% increase to the addenda amounts. The increase will be retroactively applied to all addenda payments made July 1, 2025 through February 1, 2026. Reconciliation of those amounts will be applied no later than June 22, 2026. Any future addenda through June 30, 2026, and any addendum work that is still in progress, will be adjusted in the addenda system prior to payout.

- Article 417, as amended by the 2026-2029 CBA, will go into effect, allowing AEA employees to work remotely on the 3rd quarter grading day.

-Article 413, as amended by the 2026-2029 CBA, will go into effect, adjusting the voluntary transfer window.

-Article 429, as amended by the 2026-2029 CBA, will go into limited effect, allowing general education K-3 classroom teachers one (1) release day spring semester to meet the current obligations of the Alaska Reads Act.

All other provisions of the collective bargaining agreement remain in effect under dynamic status quo through June 30, 2026.

This Letter of Agreement does not become part of the status quo and does not create any continuing obligation beyond the term of the 2025-2026 school year. This Agreement is a one-time agreement that does not serve as precedent between the parties.

Entered into this _____ day of _____.

ANCHORAGE EDUCATION ASSOC.

Christi Sitz
President

Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

105 SALARY SCHEDULE

2024-2025 Salary Schedule					
Step	B00	B18	B36	B54	B72
0	56,823	59,579	62,335	65,090	70,253
1	58,327	61,083	63,837	66,593	71,748
2	59,830	62,584	65,339	68,094	73,242
3	61,333	64,087	66,841	69,597	74,738
4	62,835	65,590	68,344	71,098	76,231
5	64,337	67,092	69,848	72,603	77,729
6	65,842	68,595	71,350	74,105	79,223
7	67,343	70,099	72,854	75,606	80,720
8	68,846	71,600	74,357	77,110	82,218
9	70,348	73,103	75,857	78,615	83,711
10	71,850	74,605	77,362	80,114	85,207
11	-	76,108	78,862	81,619	86,702
12	-	77,609	80,365	83,119	88,197
13	-	-	81,869	84,623	89,690
14	-	-	83,370	86,129	91,189
15	-	-	84,873	87,628	92,682
16	-	-	-	89,131	94,179
17	-	-	-	90,633	95,672
18	-	-	-	-	97,166
19	-	-	-	-	98,660
20	-	-	-	-	100,155

2026-2027 Salary Schedule					
Step	B00	B18	B36	B54	B72
0	61,454	64,435	67,415	70,395	75,979
1	63,081	66,061	69,040	72,020	77,595
2	64,706	67,685	70,664	73,644	79,211
3	66,332	69,310	72,289	75,269	80,829
4	67,956	70,936	73,914	76,892	82,444
5	69,580	72,560	75,541	78,520	84,064
6	71,208	74,185	77,165	80,145	85,680
7	72,831	75,812	78,792	81,768	87,299
8	74,457	77,435	80,417	83,394	88,919
9	76,081	79,061	82,039	85,022	90,533
10	77,706	80,685	83,667	86,643	92,151
11	=	82,311	85,289	88,271	93,768
12	=	83,934	86,915	89,893	95,385
13	=	=	88,541	91,520	97,000
14	=	=	90,165	93,149	98,621
15	=	=	91,790	94,770	100,236
16	=	=	=	96,395	101,855
17	=	=	=	98,020	103,469
18	=	=	=	=	105,085
19	=	=	=	=	106,701
20	=	=	=	=	108,318

TA'd

 1/14/2026
AEA Date

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 1/14/26
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

<u>2027-2028 Salary Schedule</u>					
<u>Step</u>	<u>B00</u>	<u>B18</u>	<u>B36</u>	<u>B54</u>	<u>B72</u>
<u>0</u>	<u>64,527</u>	<u>67,656</u>	<u>70,786</u>	<u>73,915</u>	<u>79,778</u>
<u>1</u>	<u>66,235</u>	<u>69,364</u>	<u>72,492</u>	<u>75,621</u>	<u>81,475</u>
<u>2</u>	<u>67,941</u>	<u>71,069</u>	<u>74,197</u>	<u>77,326</u>	<u>83,172</u>
<u>3</u>	<u>69,648</u>	<u>72,776</u>	<u>75,903</u>	<u>79,033</u>	<u>84,871</u>
<u>4</u>	<u>71,354</u>	<u>74,482</u>	<u>77,610</u>	<u>80,737</u>	<u>86,566</u>
<u>5</u>	<u>73,059</u>	<u>76,188</u>	<u>79,318</u>	<u>82,446</u>	<u>88,267</u>
<u>6</u>	<u>74,769</u>	<u>77,895</u>	<u>81,023</u>	<u>84,152</u>	<u>89,964</u>
<u>7</u>	<u>76,473</u>	<u>79,603</u>	<u>82,731</u>	<u>85,856</u>	<u>91,664</u>
<u>8</u>	<u>78,180</u>	<u>81,307</u>	<u>84,438</u>	<u>87,564</u>	<u>93,365</u>
<u>9</u>	<u>79,885</u>	<u>83,014</u>	<u>86,141</u>	<u>89,273</u>	<u>95,060</u>
<u>10</u>	<u>81,591</u>	<u>84,720</u>	<u>87,850</u>	<u>90,975</u>	<u>96,759</u>
<u>11</u>	=	<u>86,426</u>	<u>89,554</u>	<u>92,684</u>	<u>98,457</u>
<u>12</u>	=	<u>88,131</u>	<u>91,260</u>	<u>94,388</u>	<u>100,154</u>
<u>13</u>	=	=	<u>92,968</u>	<u>96,096</u>	<u>101,850</u>
<u>14</u>	=	=	<u>94,673</u>	<u>97,806</u>	<u>103,552</u>
<u>15</u>	=	=	<u>96,380</u>	<u>99,508</u>	<u>105,247</u>
<u>16</u>	=	=	=	<u>101,215</u>	<u>106,947</u>
<u>17</u>	=	=	=	<u>102,921</u>	<u>108,643</u>
<u>18</u>	=	=	=	=	<u>110,339</u>
<u>19</u>	=	=	=	=	<u>112,036</u>
<u>20</u>	=	=	=	=	<u>113,734</u>

<u>2028-2029 Salary Schedule</u>					
<u>Step</u>	<u>B00</u>	<u>B18</u>	<u>B36</u>	<u>B54</u>	<u>B72</u>
<u>0</u>	<u>67,108</u>	<u>70,363</u>	<u>73,618</u>	<u>76,871</u>	<u>82,969</u>
<u>1</u>	<u>68,884</u>	<u>72,139</u>	<u>75,391</u>	<u>78,646</u>	<u>84,734</u>
<u>2</u>	<u>70,659</u>	<u>73,912</u>	<u>77,165</u>	<u>80,419</u>	<u>86,499</u>
<u>3</u>	<u>72,434</u>	<u>75,687</u>	<u>78,939</u>	<u>82,194</u>	<u>88,265</u>
<u>4</u>	<u>74,208</u>	<u>77,462</u>	<u>80,714</u>	<u>83,967</u>	<u>90,029</u>
<u>5</u>	<u>75,982</u>	<u>79,236</u>	<u>82,490</u>	<u>85,744</u>	<u>91,798</u>
<u>6</u>	<u>77,759</u>	<u>81,011</u>	<u>84,264</u>	<u>87,518</u>	<u>93,562</u>
<u>7</u>	<u>79,532</u>	<u>82,787</u>	<u>86,040</u>	<u>89,291</u>	<u>95,330</u>
<u>8</u>	<u>81,307</u>	<u>84,559</u>	<u>87,815</u>	<u>91,067</u>	<u>97,099</u>
<u>9</u>	<u>83,081</u>	<u>86,334</u>	<u>89,587</u>	<u>92,844</u>	<u>98,863</u>
<u>10</u>	<u>84,855</u>	<u>88,108</u>	<u>91,364</u>	<u>94,614</u>	<u>100,629</u>
<u>11</u>	=	<u>89,883</u>	<u>93,136</u>	<u>96,392</u>	<u>102,395</u>
<u>12</u>	=	<u>91,656</u>	<u>94,911</u>	<u>98,163</u>	<u>104,160</u>
<u>13</u>	=	=	<u>96,687</u>	<u>99,940</u>	<u>105,924</u>
<u>14</u>	=	=	<u>98,460</u>	<u>101,718</u>	<u>107,694</u>
<u>15</u>	=	=	<u>100,235</u>	<u>103,488</u>	<u>109,457</u>
<u>16</u>	=	=	=	<u>105,264</u>	<u>111,225</u>
<u>17</u>	=	=	=	<u>107,037</u>	<u>112,988</u>
<u>18</u>	=	=	=	=	<u>114,753</u>
<u>19</u>	=	=	=	=	<u>116,517</u>
<u>20</u>	=	=	=	=	<u>118,283</u>

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AEA Date

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

110 SALARY SCHEDULE BASIC CONDITIONS

- A. Contracted members serving a school term of 140 full-time or part-time instructional days or more shall be credited with a year of teaching service.
- B. Those members at B72 who did not receive step movement in the 2023-24 2025-26 contract year, will receive an "in lieu of step" in the amount of ~~\$1,500~~\$2,000, prorated by their ~~2024-25~~ 2026-27 FTE, for the ~~2024-25~~ 2026-27 contract year.

Those members at B72 who did not receive step movement in the 2026-27 contract year, will receive an "in lieu of step" in the amount of \$2,000, prorated by their 2027-28 FTE, for the 2027-28 contract year.

Those members at B72 who did not receive step movement in the 2027-28 contract year, will receive an "in lieu of step" in the amount of \$2,000, prorated by their 2028-29 FTE, for the 2028-29 contract year.

A member whose highest degree of educational attainment is a Doctorate degree will receive a three percent (3%) annual salary supplement subject to the conditions below. A member whose highest degree of educational attainment is a Master's degree will receive a one and one quarter percent (1.25%) annual salary supplement subject to the conditions below.

Conditions for receipt of Doctorate and Master's degree salary supplements:

Members will receive the annual salary supplement applicable to their highest level of educational attainment, Doctorate or Master's, and may not receive more than one degree-based salary supplement in any year.

Transcripts must be submitted to the Talent Management Department showing the actual completion of the degree requirements, or a transcript plus certification that requirements have been met and the degree will be granted on a specific date. Doctorate and Master's degrees other than in the field of education are acceptable only if they are in or relevant to the member's current subject area of teaching. Approval of degrees in areas other than the member's current teaching assignment will be at the discretion of the District and will be granted based upon the program needs of the District.

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AEA Date

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

An experience step and educational attainment shall be provided to eligible members in each year of this agreement effective July 1. Members on a plan of improvement during the prior school year are not eligible for step movement and educational attainment.

- C. Vertical movement on the salary schedule shall be limited in any one year to two steps.
- D. Fractional years of teaching, either through teaching full days on contracts for less than a full term or through teaching part of a day on full term contracts or part of an instructional day on contracts of less than a full term shall be converted to full school terms in determining creditable service, so long as the combined total equals 180 days or more. Part-time teaching contracts must specify the term of the contract. Not more than 180 days toward a creditable year may be accrued in a school year.
- E. A member serving for more than five consecutive days in a specific position and who is subsequently contracted for that specific position shall be allowed fractional experience creditable for salary placement and seniority in the District for days worked.
- F. The District shall provide up to eight years of prior experience credit for placement on the salary schedule at time of hire.
- G. Members who hold Certificates from the National Board of Professional Teaching Standards shall receive a \$2000 salary supplement each year for the life of the certificate or 10 years, whichever is shorter. **The \$2,000 salary supplement will be increased up to \$5,000 in years when the State of Alaska appropriates funding for incentive payments under AS 14.20.225.**

When the State of Alaska appropriates funding for reimbursements, the District shall reimburse members who are pursuing an initial national board certification or renewal of a certificate up to the amount provided by the state for the allowable costs outlined in AS 14.20.255.

A \$2000 payment shall also be paid for certificates or advanced training (for Occupational and Physical Therapists only) that the District judges to be comparable to that conferred by the National Board of Professional Teaching Standards. These supplements shall be paid by addenda, issued by Human Resources, within sixty (60) days of the completion of all required paperwork. A District committee shall be established to review requests; the Association will appoint two members to that committee. The decision of the District regarding eligibility for the supplemental payment shall be final.

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AEA Date

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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

- H. The District retains as a management right the authority to provide supplemental income, not to exceed ten percent (10%) of the employee's annual salary (as defined in the negotiated agreement currently in effect), to employees in specific positions, schools, programs, or types of classrooms that the District has identified as facing staffing issues. The supplemental income will be provided in the format identified by the District, which may include lump sum signing bonuses (not subject to retirement contributions), lump sum recruitment and retention bonuses (not subject to retirement contributions), a wage supplement as a percentage increase over the employee's annual salary, and any other format for the income so long as the supplemental income does not exceed ten percent (10%) of the employee's annual salary.

Any supplemental income offered by the District to specific groups of employees must be inclusive of all employees in the identified group. Any supplemental income newly offered by the District must be noticed to AEA by no later than January 1, unless otherwise agreed. Any supplemental income offered to a group must be provided for the entirety of the school year, but can be prorated based on an employee's FTE and proportion of the work year that an employee is actively working in their position. Any supplemental income offered to a group is offered on a continuing basis and can be ended by the District prior to the start of the next school year with prior notice to AEA. The District has the discretion to "grandfather" the supplemental income offered to a group so that employees who enter the group after a specified date do not receive the supplemental income provided to employees who entered the group prior to the specified date.

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 1/14/2026
AEA Date

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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

117 INITIAL SALARY PLACEMENT FOR VOCATIONAL EXPERIENCE

- A. Members in vocational assignments who, with prior approval from the Human Resources administrator, participate in state of the art seminars sponsored to upgrade vocational skills shall be allowed salary credit with 15 hours of seminar participation equaling one hour of graduate credit for purposes of column movement.
- B. In determining initial placement on the Salary Schedule, Type C certificated members with work experience in an educational institution shall be granted to the same limit as applies when completing initial placement for members with Initial, Professional, or Master teaching certificates. Non-educational institution experience shall be granted on the basis of one year for every two years of experience. Work experience shall be defined as work related to a member's assignment. Initial placements will not be modified for members who move from regular positions to those in which work experience might have been considered at time of placement.
- C. Type C or M certificated members will be placed on the salary schedule with up to three years' experience for work directly related to their teaching assignment(s). For initial placement, the member without a degree must have completed four or more calendar years of full-time work experience in the vocational trade for which applying (2,000 hours equals one year's experience); however, two years of formal training at an institution of higher learning may substitute for a maximum of 4,000 hours of work experience. Transcripts of this formal training are required. **Credit equivalent hours for an industry certification in the field in which the member is being hired will be based on what is reported by the industry credentialing agency (e.g. 750 hours/15 = 50 credits).**
- D. Work experience used for vocational salary credit must be verified in the member's personnel file.
- E. Once a Type C or M certificated member is initially placed on the salary schedule, advancement across the schedule will be in accordance with the number of credit hours earned. **With prior approval, an industry certification obtained after initial employment that cannot be completed in one school year may qualify, based on the number of credit equivalent hours, for movement of two lanes upon completion.**

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

120 SALARY ADJUSTMENTS

- A. A member holding a valid contract who has met the requirements necessary for advancement on the salary schedule shall, upon written request, be issued a contract adjustment within 30 calendar days following the necessary verification in the Talent Management Department. The actual increase in salary shall occur in the month following that in which the adjustment is issued, provided the signed adjustment is returned by the member to the Talent Management Department no later than the 1st working day of the month in which the increase is to be paid.
- B. The requirements necessary to advance on the salary schedule include the necessary transcripts showing credit earned and the member's request for salary advancement. Such request(s) shall be made on a form provided by the District. Salary schedule movement for educational attainment is limited to one column per academic year.
- C. Salary Placement Errors
1. If a member is improperly placed on the salary schedule and the error is discovered before December 1, or within 60 days of employment or initial entitlement, whichever is later, the salary increase or decrease shall be made retroactive only to the start of the school year in which the error was discovered.
 2. If a salary placement error is discovered after December 1, or more than 60 days after employment or initial entitlement, whichever is later, the salary increase or decrease shall be made from the date of the discovery. Neither the District nor the member will be required to reimburse the other for any back pay.
 3. The initial responsibility for determining salary placement rests with the Talent Management Department. Members have the responsibility for keeping track of the academic credit hours needed for lateral movement on the salary schedule.
- D. Members who submit a Notice of Resignation with an effective date of the last workday of the contract year before 5:00 p.m. on the last District workday in January of that contract year, will receive a one-time, lump sum payment of \$2500, prorated by FTE and date of hire if the member began work after the beginning of the contract year, in their final District paycheck. This sum is paid as a bonus and is not eligible for TRS credit.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

125 SALARY PAYMENT

- A. Each member shall receive annual salary in the following manner:
1. Employees hired prior to June 1, 2017 and receiving ten salary payments will continue to receive ten salary payments until such time they elect an alternative payment schedule.
 2. Twelve payments, nine of which shall be paid on the basis of 1/12th of the annual salary and due on the District working day that is on or before the 15th of the month, unless the 15th of the month falls on a Monday which is a District holiday, of the months of September through May, the tenth and 11th consisting of two payments for the months of July and August, due on the last working day of the school term, and the 12th payment released on the regularly scheduled monthly June payroll.
- B. A member's per diem shall be the member's annual salary divided by the ~~182~~**185** workdays in the school term.
- C. Members will have regular pay, addenda, cash-in of personal leave, and mileage reimbursements automatically deposited in any financial institution of their choice.
- D. If there is a substantial change in the school calendar, the District will meet with the Association to discuss payment options.
- E. **ASD will transmit a member's TRS funds to the state within fifteen (15) days of a member receiving their paycheck.**

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Date

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Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

150 ADDED DUTY ACTIVITIES

Contract addenda will be signed prior to the beginning of the activity, except by mutual agreement. In no case shall more than thirty days pass from the onset of activity before the acceptance of the addendum and completion of the necessary addenda form.

- A. Activities authorized by the District will be compensated by assignment to one of the seven ranges shown in the following schedule. The range number at the right of each activity is the range assigned for added duty compensation amounts. **Each range indicates the percentage of the B00/Step 0 amount on the salary schedule.**

RANGE	1	2	3	4	5	6	7
AMOUNT	1240.00	1785.00	2085.00	2379.00	2855.00	3569.00	5354.00
<u>Percentage of B00/Step 0</u>		<u>2.2%</u>	<u>3.2%</u>	<u>3.7%</u>	<u>4.2%</u>	<u>5.0%</u>	<u>6.3%</u>
							<u>9.4%</u>

***See appendix for current year values**

B. School Activities

Activities	High School	Middle	Elementary
Basketball, Sports Head Coach	7	5	
Sports Assistant Coach(es)	6	4	
Battle of the Books (per level)			2
Cheerleader, Head Coach (per sport)	6		
Cheerleader, Assistant Coach (per sport)	5		
Cross-Country Running, Head Coach	6	5	
Assistant Coach(es)	5	4	
Cross-Country Skiing, Head Coach	7	5	
Assistant Coach(es)	6	4	
Debate	3		
Drama Competitive	3		
<u>Drama, Debate, Forensics, Head Coach</u>	<u>7</u>	<u>2</u>	
<u>Assistant Coach(es)</u>	<u>6</u>		
Drill Team Coach	2		
eSports (per season)	3		
Football, Head Coach	7		
Assistant Coach(es)	6		
Forensics Speech	3		
Gymnastics, Head Coach	7		

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AEA Date

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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

Assistant Coach(es)	6	4	
Hockey, Head Coach	7		
Assistant Coach(es)	6	4	
Intramurals (per activity)	1	1	
*Interschool academic competition	1	1	1
Rifle, Head Coach	7		
Assistant Coach(es)	6		
Soccer, Head Coach	6		
Assistant Coach(es)	5		
Swimming, Head Coach	7		
Assistant Coach(es)	6		
Student Council (all year)		2	1
Student Government (per semester)	<u>25</u>		
Tennis, Head Coach	6		
Assistant Coach(es)	5		
Track & Field, Head Coach	6	5	
Assistant Coach(es)	5	4	
Volleyball, Head Coach	7	5	
Assistant Coach(es)	6	4	
Wrestling, Head Coach	7	5	
Assistant Coach(es)	6	4	
Drama/Musicals (per production)	<u>47</u>	2	
Honor Society	1	1	
Music (per activity)			1
HS/MS Music (per semester)	2	1	
News/Media Advisor (per semester)	3	1	
Yearbook Advisor (per semester)	5		

*District-approved activities like Mock Trial, Science Olympiad, Math Derby, Academic Decathlon, etc.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

If authorized, all Elementary Division schools shall be funded at 10 Level 1 student activity addenda, to be determined by the principal. Members may provide input to the principal for consideration. **These activity addenda shall not be used to fund addenda outlined in Article 155.**

- C. High School/Middle level club and class sponsors in activities of 40 hours or less shall be paid at Range 1 or part thereof according to Article 150 H. if the activity requires more than 20 hours outside the normal workday and when assigned in advance by a unit administrator. Pay for approved elementary activities will be at Range 1 unless otherwise stipulated. Elementary activities (such as music, intramurals, and student council) of less than 40 hours shall be compensated on a prorated basis provided the maximum number of compensated hours is clearly stipulated in the addendum and the activity is approved by the unit administrator.
- D. Activities authorized by the District are defined as District approved activities for which there is a signed/approved written addendum. **Job descriptions for added duty positions will specify how compensation will occur when the added duty position includes release time.**
- E. Activities authorized by the unit administrator responsible may be sponsored without compensation being provided, by mutual consent. No addenda are necessary for such activities. The District shall not encourage, coerce, or in any way solicit such voluntary services. No reference to the non-performance of volunteer activity will be made in any evaluation/observation document, or in any evaluation conference between a member and supervisor. No request for volunteer sponsors will be circulated among members, posted in any building, or in any manner communicated by principals, except in response to specific requests for such information by a member(s).
- F. Added duty activities not specifically provided for herein may be established by the District in keeping with the above schedule. In the event the District establishes a new Added Duty activity, it shall, upon request by the Union, negotiate the pay range.
- G. An activity at Range 1 is defined as 40 hours devoted to the activity.
- H. The District reserves the option to group High School/Middle level extra-curricular activities as an assignment in exchange for a given teaching assignment without paying an added duty salary. The District may, at its discretion, combine activities of shorter duration to allow a member to qualify for an addendum. Likewise, the District may divide a single

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activity between two or more members or prorate salary payments for an activity of less than 40 hours.

- I. In filling added duty positions during the school year, openings will be noticed for five business days (independent of the school calendar). The District shall prepare and distribute common job descriptions for Head Coach positions in all major sports. Other job descriptions will be developed at the school and shall include a list of basic expectations for the position. Vacancy announcement must specify whatever special qualifications are required. A minimum of three Bargaining Unit candidates will be interviewed if at least that number has applied. In assessing the qualification of applicants, the District shall give preference to Bargaining Unit applicants as long as their qualifications are relatively equal. If the District determines that a Bargaining Unit applicant should not be selected because an outside applicant possesses substantially greater skills and qualifications, it shall set forth in writing the reasons for its determinations both to the unsuccessful in-district applicants and AEA's grievance committee.
- J. Added duty assignments may be terminated with 45 calendar days written notice. Notice in advance of 45 calendar days will also be provided, to the degree possible, of the elimination of a member's added duty assignment.
- K. The District will commit \$30,000 during the life of this agreement to reimburse members selected to provide added duty under this section for the cost of a certificate required by the Alaska Association for School Activities for coaches/sponsors in the affected areas. Reimbursement shall occur on a first come, first served basis and shall be available only to those receiving addenda for activities that require possession of the certificate. Requests for reimbursement shall be presented to the school principal.

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155 SALARY FOR ADDITIONAL DUTY POSITION

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clearly stipulated in the addendum. Individuals holding these positions are automatically released at the end of the school year.

D. Elementary Teacher-in-Charge

1. A member who serves as elementary teacher-in-charge shall be provided a written "standard operating procedure" manual covering procedures for dealing with probable situations, such as accidents or parent complaints for which the principal is responsible.
2. Teacher-in-charge shall have the same protection as provided for the principal while acting for the principal.
3. A member designated by the principal as teacher-in-charge for the school year will be paid at Range 3 as provided in Article 150, Added Duty Activities. If the school has an assistant principal or intern pay will be at Range 1. Pay will be prorated while serving for less than a full school term.
4. When the principal is out of the building, decisions with regard to substitute coverage will be made by the division Senior Director or designee on a case-by-case basis.

E. Secondary 504 Coordinator

1. A member designated by the principal as a 504 coordinator for the school year will be paid on a per plan basis, at Range 2 per semester as provided in Article 150, Added Duty Activities. Pay will be prorated while serving for less than a full school term. Members will be paid by addenda at the end of each semester, at the rate of 0.15% of B00/Step 0 rounded to the nearest dollar, times the number of plans they fully complete and enter into the District's electronic system of record.
2. If a member is required to attend in-person or virtual training(s) to fulfill this role, they will be provided release time or paid at the hourly rate for professional learning established annually by the Teaching & Learning department.

F. Secondary Test Coordinator

A member designated by the principal as a test coordinator for the school year will be paid at Range 1 per year as provided in Article 150, Added Duty Activities. Pay will be prorated while serving for less than a full school term.

G. Building School Liaison for New Hires

Should a principal choose to participate in the AEA/ASD building induction program, an AEA building liaison will be selected from the staff at the site and paid a Range 1

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addendum as provided in Article 150 Added Duty Activities. Liaison responsibilities developed by the AEA and ASD will be provided to the liaison prior to the signing of the Range 1 addenda. No member shall be required to serve in these positions.

The District agrees to provide two (2) Range 3 addenda, one elementary and one secondary, to help with the coordination and implementation of this program.

H. Summer School Assignment

Summer school assignments are for one summer school term only and all members are automatically released at the end of the term and must reapply for future summer school opportunities. All positions will be posted and the qualifications required shall be listed on the PVA. Participation in any summer teaching activity will be voluntary.

1. Members assigned to summer school duties shall be paid at their current per diem rate or appropriate portion thereof, depending on time on duty. However, effective July 1, any change in the per diem rate will be reflected on new or continuing contracts.
2. Regular Summer School vacancies shall be managed by the Talent Management Department and postings shall list any special qualifications required. District candidates will be considered first meaning that District applicants are sought, their qualifications evaluated with respect to those required, and decisions made as a consequence of such evaluation. A minimum of three candidates will be interviewed if at least that number has applied. If no District candidate is hired, out-of-District candidates will be considered. Applicants will be notified of the status of their candidacy.
3. Summer service provided to Special Education students will be arranged by the Special Education Department.

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**ANCHORAGE SCHOOL DISTRICT
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175 SUPPLEMENTAL RETIREMENT ACCOUNTS

Tier III members may request to cash out sick leave at the member's per diem rate to contribute to their 403(b) or 457 supplemental retirement account in the amounts defined below:

Tier III members with at least:

- ~~10~~13 sick days accrued may contribute up to one (1) sick day per year
- ~~25~~26 sick days accrued may contribute up to two (2) sick days per year
- ~~50~~100 sick days accrued may contribute up to three (3) sick days per year

Annual requests to cash out sick leave must be received by the District's payroll department no later than May 1st. Timely requests will be processed between May 1st and the final payroll cycle for teachers of the contract year.

In the event there is a change in state law which provides new value to TRS Tier III members' accrued sick leave, whether realized at retirement or otherwise, the District is under no obligation to continue the contributions identified in this article. **If this occurs, the District or the Association may request to bargain this issue.**

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**ANCHORAGE SCHOOL DISTRICT
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205 HEALTH BENEFITS

During the ~~2024-2025~~ **2026-2027** contract year, the District shall contribute toward the cost of health care, ~~\$1900~~ **\$2,200** monthly per eligible member (.75 or greater FTE) who elects health coverage. **The District's health care contribution shall increase per eligible member who elects health coverage to \$2,300 in 2027-2028 and to \$2400 in 2028-2029.**

This contribution shall be transmitted to the Public Education Health Trust (PEHT) account with the clear understanding that such funds may be used only to provide a comprehensive health plan for Association members. The District shall have no obligation or responsibility for any aspect of plan selection or for administration of benefits offered under whatever plan may be purchased by the Association, ~~except that effective July 1, 2022, any health insurance plan for AEA members provided by PEHT shall include a qualified high deductible health plan (HDHP) option.~~

- A. The following procedures will be adhered to with respect to the timing of the District's contribution of funds to the PEHT:
- The PEHT will send a monthly invoice in addition to a change file to the District's Benefits Department by the 20th-day of each month.
 - The District will reconcile the actual number of eligible members with the invoice provided by PEHT. The District will make any necessary adjustments and include any credit or debit adjustment with the next remittance of District contributions.
 - Failure to meet the deadlines for District contributions more than four times in one fiscal year will subject the District to a late payment penalty of one hundred ten (\$110.00) dollars per day for each day beyond the 5th District working day of the month for the remaining contributions deadlines in that fiscal year.

The details of the health plan for members shall be determined by the Association, in accord with its agreement with the PEHT. Effective July 1, 2022, any insurance plan for members must include a qualified HDHP option.

Members may waive or enroll for health coverage under a qualifying event as defined by the PEHT. The member's initial election to waive or enroll will go into effect the first of the next month after the member's date of hire or on the first day of the month if the member is hired on the first working day of the month.

- B. Benefits provided shall be described in an electronic format by the Association and made available to all members. The Association shall convey changes in services or benefits in writing to all members, as deemed appropriate and necessary.

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**ANCHORAGE SCHOOL DISTRICT
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- C. Members on District-approved long-term unpaid leave, laid-off members, or members who terminate their employment may elect to pay the full cost of the health plan then in effect in accordance with the provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1986. All arrangements for such continued coverage must be made with the appropriate representatives of the PEHT, or designee, in coordination with the District's Benefits Department.

Members who submit their notice of resignation to the District after the last work day of the school year will lose their coverage at the end of the month in which their notice of resignation was submitted. Said members shall then be responsible for both the employer and employee contribution for any months of coverage received after May. Payment of these amounts shall be made directly to the District. Failure of the member to pay both these amounts to the District will result in the matter being sent to a collection agency.

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**ANCHORAGE SCHOOL DISTRICT
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210 LIFE INSURANCE

- A. The District shall provide, on a non-contributory basis, a group Life and Accidental Death and Dismemberment Insurance Plan. Coverage shall be for three times the member's annual salary rounded to the next higher \$1,000 to a maximum of \$100,000 as described in the insurance policy between the District and the insurance carrier. In the event of an accidental death, the insurance shall pay an additional amount equal to the basic life insurance amount. The program of benefits will be described in the insurance policy between the District and the insurance carrier.
- B. Members may purchase, at their expense, and at the then current group rate, supplemental term life insurance in increments of \$10,000 up to \$500,000 ~~an amount equal to the difference between three times their annual salary and \$100,000~~. Member contributions shall be made by payroll deduction.
- C. Members may purchase, at their expense, at the then current rates, life insurance for eligible dependents in accordance with current Alaska Statutes and as described in the insurance policy between the District and the insurance carrier.
- D. Upon termination, a member may elect to convert the life insurance coverage provided by the District during the period of the member's employment. If such election is made, the terminated member shall pay all the premiums for the insurance. The conversion rate shall be established by the insurance carrier. The maximum face value of such insurance may not exceed that of the coverage in force on the member immediately prior to the member's termination.

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**ANCHORAGE SCHOOL DISTRICT
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345 SICK LEAVE

- A. Members shall accrue paid sick leave without limit at the rate of one and one-third days for each calendar month or each major portion of each calendar month of actual service. Part-time members shall accrue prorated sick leave in accordance with the full-time equivalency of their contracts. Sick leave days shall be advanced at the beginning of the school year. Sick leave days used in advance and not earned to date shall be repaid to the District should the member not fulfill the full teaching contract for any reason.
- B. Cumulative sick leave earned by a member in an Alaska public school is transferable to the District as provided in Department of Education and Early Development and Early Development Regulations. Newly hired members shall be notified of the Regulations. The newly hired member has the responsibility to furnish to Payroll, within 90 calendar days, a statement from the former district of the amount of sick leave to be transferred.
- C. A newly hired member cannot use previously accumulated sick leave unless the member has begun the teaching contract.
- D. A member on approved leave may retain cumulative sick leave for the leave period, unless otherwise restricted in this agreement.
- E. A member may use accrued sick leave for personal injury, personal illness, or for the illness or welfare of a person in the member's immediate family, as defined in Article 310. Leave used for immediate family shall be available only until a person can be obtained to care for the immediate family member.
- F. For purposes of Article 345, conditions related to childbirth shall be considered the same as any other medical condition. A member may use six weeks of sick leave for recovery, subject to accrued leave. Leave shall be extended by two weeks if delivery is cesarean. Leave may also be extended due to complications when verified by a physician's statement.
- G. In the case of emergency or sudden member illness where medical service is not locally available, reasonable travel time to the nearest competent medical service will be allowed as sick leave.
- H. Members are encouraged to arrange routine medical or dental visits outside the workday.
- I. If abuse of sick leave is suspected or if the District wants to verify that a member is sufficiently well to perform teaching duties, the District may require a statement from the member's physician or may require the member to submit to an examination by a

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**ANCHORAGE SCHOOL DISTRICT
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physician of the District's choosing. If the District requires a physician's examination and statement all costs will be paid by the District.

A false statement by the member regarding sick leave is sufficient grounds for cancellation of the contract and recommendation for revocation of the teaching certificate.

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**ANCHORAGE SCHOOL DISTRICT
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ASD Supposal 9.18.25**

365 FAMILY and MEDICAL LEAVE PROVISIONS

- A. Procedures governing access to leave under the Family and Medical Leave Act (FMLA) or Alaska Family Leave Act are as follows:
1. Procedures for FMLA eligibility shall be in accordance with the Acts;
 2. Employees may be required to submit fitness-for-duty forms prior to return to work;
 3. The District shall make available on its website a link to the Benefits Department which will contain FMLA information;
 4. Insurance benefits will be retained in accordance with the Acts. Members will be responsible for any employee contributions to retain benefits.
- B. **Parental Bonding Leave.** ~~Members adopting children~~ **Parents, including non-birth/adopting parents,** may use up to six **eight** consecutive calendar weeks **(a maximum of forty (40) days)** of accrued sick leave **during the four months immediately following the date of birth or date of adoption,** or up to a total of eighteen weeks of unpaid medical leave or a combination of sick and unpaid medical leave equal to a maximum of eighteen weeks, when appropriate documentation is submitted. ~~No member shall~~ **Parents do not** have access to the Sick Leave Bank for purposes of **bonding** adoption.
- C. ~~Non birth parents may use up to ten days of their accrued sick leave for leave immediately following the birth of their child.~~

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**ANCHORAGE SCHOOL DISTRICT
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407 PARENT-TEACHER CONFERENCES

District scheduled parent-teacher conferences which are indicated on the school calendar will occur not more than twice per school year. Regular communication with parents is a professional responsibility. If a teacher is unable to attend District scheduled conferences, an alternative schedule for parent conferences will be cooperatively developed with the principal.

Schools may opt for an alternate event in lieu of conferences, with approval of the Deputy Superintendent or designee.

An evening of regularly scheduled parent-teacher conferences or an alternate event in lieu of conferences shall be considered the same as Friday afternoon for the purpose of the definition of workday.

Any alternative conference schedules or alternate events in lieu of conferences proposed by individual schools, must be approved in advance by the Deputy Superintendent, or designee, and the Association will be notified of any approval.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

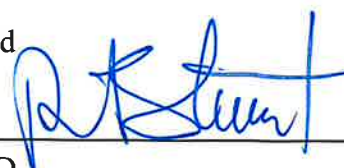
409 CLASSROOM VISITATION

- A. As schools are focused on improving student outcomes ~~achievement~~, productive classroom visits are welcomed and encouraged. To create the least interruption of the teaching process, however, requests for classroom visits shall be arranged through the school principal. Members shall receive prior notice of any visit and will collaborate regarding how best to ensure that visits are productive, appropriate, and timely. Spontaneous visits by the public shall be kept to a minimum.
- B. The District will provide information to the Association no fewer than two weeks prior to the implementation of any centrally-approved, non-evaluative tool that will be used during classroom visits to assess the effectiveness of a specific curriculum, program, or District initiative.

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**ANCHORAGE SCHOOL DISTRICT
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413 ASSIGNMENT AND TRANSFER

A. Assignment

Assignment specifies teaching duties in terms of subject matter and/or grade level(s). Change of assignment specifies an adjustment in the subject matter and/or grade level of the member. Unit administrators will consider all of these criteria in the following order of importance: 1) educational program needs of students; 2) academic preparation, certification and ~~highly-qualified teacher designation~~ areas of endorsement; 3) experience; 4) seniority. When making assignments, voluntary applicants will be considered first, including those who have expressed interest in a particular assignment by whatever means has been employed by the principal for determining that interest.

Student scheduling and/or enrollment permitting, the unit administrator will provide tentative assignments for the following year prior to the end of the school year. If the unit administrator exercises the right to change a member's assignment and the member's assignment is changed, the member will be notified immediately and will be given a minimum of one school day without students to prepare for the new assignment. Assignment changes for the second semester should be made at least 14 workdays prior to the end of the first semester.

Elementary art, music, and physical education teachers affected by multiple assignments and the principals of affected schools shall meet within the first month of the school year to discuss assignment options, within parameters established by the District. The purpose of the meeting is to address program needs in the most effective and efficient way possible.

The District shall provide, upon written request, a written statement of the reason(s) for a member's assignment being involuntarily changed.

B. Voluntary Transfer

Transfer is defined as a change to another building by a member who is assigned to one building or is also defined as a change to another program by an itinerant member who is assigned to one supervisor.

Members who desire a transfer shall submit an employee's transfer request using the electronic transfer request tool provided by the Human Resources Department. Transfer requests will only be accepted for areas in which the applicant is qualified. Transfer

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requests can be submitted any time after January 1 and will remain ~~active~~ viewable in the system until December 15 of the same calendar year. Submission or revocation of a transfer request must be completed ~~a minimum of one (1) workday~~ prior to a staffing meeting, if a staffing meeting is held.

The transfer window for members opens after the school board has approved a budget for the next fiscal year and closes on June 15. The District may allow transfers to occur outside the transfer window with approval from the Chief Human Resources Officer.

The transfer window for members who are displaced during the spring staffing process or who return from extended leave will extend to five (5) days prior to the start date for members.

A member who is granted a voluntary transfer will stay at the school they transfer to for a minimum of one (1) school year unless agreed to by all parties.

The unit administrator will interview, if available, a minimum of three current member transfer applicants for a vacant position. ~~Prior to the interview, the applicants shall provide a current resume and any supportive information in their transfer request.~~ Principals will form and chair a hiring committee with member representation ~~of members and parents to review adopted school goals, to~~ discuss desirable characteristics for teachers, and collaborate in the development of interview questions. ~~At the secondary level, appropriate subject area department representatives may be included in the committee(s).~~ The committee, ~~or representatives from the committee,~~ shall be invited to participate in actual interviews, when practicable. The committee may recommend a desired course of action and the principal will consider any recommendation given when making a selection decision. The administrator, in deciding which members shall be interviewed and in ultimately deciding who will be selected, shall consider certification and instructional requirements, endorsement(s), ~~highly qualified designation,~~ educational program needs, educational attainments, teaching experience, seniority, personal qualifications as determined during the interview, and EEO requirements. ~~A member who is granted a voluntary transfer will stay at the school he/she is transferred to for a minimum of one (1) school year unless agreed to by all parties.~~

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~~When vacancies occur after the start of a school year, principals will review the electronic transfer requests to make certain that interviews are offered to at least three applicants, if available. No new hire for a specific vacancy will be processed by the Human Resources Department until required interviews are completed. A member selected for a position while school is in session will transfer only at the beginning of the next school year unless the immediate transfer is approved by the District. In the interim the position may be filled by a term appointment who will be employed within the terms of this agreement only for the balance of the school year. At the end of the school year, the term appointment will be terminated, not non-renewed, and will not be eligible for recall under 449. If another vacancy becomes available in the same building to which the term appointment is assigned and the unit administrator requests to employ the term appointment for that position, the position shall be offered without a vacancy announcement. In such case the term appointment agreement shall be replaced with a regular member contract, and the member shall have all rights of this agreement effective with the hire date as a term appointment.~~

If a building must reduce staff beyond existing vacancies, the member who has been awarded a position but has not moved shall be considered the displaced member for the purposes of involuntary transfer.

C. Special Education Transfer Requests

1. Transfers of Special Education members out of the Special Education Department may be denied by the District during the members' first four (4) years in Special Education with the District unless the District is adequately staffed in Special Education and able to fill the position created by the members' transfer.
- ~~2. Transfers by Special Education members who have taught in Special Education with the District for four (4) or more years will be allowed provided the transfer is completed at least thirty (30) calendar days prior to the start date for members. The District may allow transfers to occur after that time period with approval from the Executive Director of Special Education.~~

D. Procedures

In order to clarify the intent of the parties with respect to Article 413 the following procedures are adopted:

1. Since the scheduling of general staffing meetings varies each year, based upon District needs, it is agreed that principals with known or anticipated vacancies will review the list of transfer requests and displaced members prior to the staffing meeting. The principal will conduct interviews, ~~following the language of Article 413, during the~~

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**ANCHORAGE SCHOOL DISTRICT
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week prior to the meeting. Members who have submitted a request for transfer will make every effort to cooperate with the principal to ensure timely completion of required interviews.

2. When a staffing meeting is held, transfer requests shall be considered in the following order: 1) members ~~transferred~~ **displaced** as a result of reduction in staff, **who still need to be placed**; 2) members making transfer requests; 3) members on the recall list; 4) members returning to the bargaining unit; 5) members returning from leaves; 6) members new to the District. ~~Transfer applicants known to the principal, either through a prior interview or prior supervision, may be selected by the principal during the staffing meeting without re-interview. If an unanticipated vacancy occurs during a staffing meeting and the principal does not know or has not interviewed an acceptable candidate from the transfer list, the vacancy must remain unfilled until the required interviews have occurred.~~
3. **Transfer applicants known to the principal, either through a prior interview or prior supervision, may be selected by the principal during the staffing meeting without re-interview. If an unanticipated vacancy occurs during a staffing meeting and the principal does not know or has not interviewed an acceptable candidate from the transfer list, the vacancy must remain unfilled until the required interviews have occurred.**
4. Members who have received "Intent to Hire" notices shall be placed in a vacancy only after three (3) transfer applicants (provided three (3) are available) have been interviewed.
5. ~~The District will provide the following remedy in~~ **In** the event that Article 413 is violated by the District, ~~The~~ **the** District shall provide AEA and the affected members (members on the transfer list who listed the affected school as their first or second choice at the time the violation occurred) a letter explaining how the violation occurred and how the District plans to prevent the violation from occurring in the future. The affected members shall be guaranteed an interview for the next vacancy that occurs at the affected school within the next two (2) years.

E. Involuntary Transfer

~~Human Resources will notify AEA of involuntary transfers.~~ An involuntary transfer is a change of location that was not requested by a member. Examples of involuntary transfers include displacements due to reductions in staffing allocations, members returning from leave, and members who are being involuntarily transferred due to program relocation.
Human Resources will notify AEA of involuntary transfers.

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**ANCHORAGE SCHOOL DISTRICT
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Criteria to be followed in involuntary transfers shall be, in order of importance:

1. Effect on the District's program (including impact on both sending and receiving schools);
2. The member with the least continuous service in the bargaining unit from an elementary school or the High School/Middle level department affected who fulfills the demonstrated program need; and
3. Distance from the member's domicile to the new assignment.

When the transfer of a member is to be made without relation to any member transfer request, consultation and notification shall be attempted as soon as possible and in no event later than two weeks prior to the effective date of the transfer. The above time requirement may be waived for the purposes of balancing staff after school begins as a result of changes from projected enrollment; however, a substitute teacher may be employed at the District's discretion to provide the member time for new assignment preparation.

~~F. Teacher Exchange Intra-District~~

~~The District shall allow currently contracted tenured teachers who have the appropriate academic preparation the opportunity to exchange assignments within the District for a period of one year. Such intra-district teacher exchanges shall be made only under the following conditions:~~

- ~~1. All teacher exchanges must be in writing and approved by the teachers and the principals. The documentation of the exchange must be submitted to Human Resources prior to April 15 for the following school year.~~
- ~~2. All teacher exchanges of assignments shall be voluntary;~~
- ~~3. Teacher exchanges shall be for a period of one year;~~
- ~~4. Teacher exchanges may only be made with the approval of the sending and receiving unit administrators;~~
- ~~5. A teacher may exchange with another teacher, under this provision, no more than once every three years;~~
- ~~6. Teachers in exchange assignments shall be evaluated according to the provisions of Article 464;~~
- ~~7. If both teachers in exchange assignments wish to remain in their exchange school units following the one year exchange, with the approval of the sending and receiving unit~~

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~~administrators, they shall be permanently transferred into their exchange units so long as the exchange assignments are within the areas of academic preparation of both teachers;~~

- ~~8. If only one of the teachers involved in a teacher exchange wishes to return to the previous school, the teacher shall be allowed to do so; and the other teacher shall return to the previous school. Nothing in Article 464 C. shall preclude the involved teachers from applying for transfer consideration.~~

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**ANCHORAGE SCHOOL DISTRICT
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417 IN-SERVICE PLANNING

The District retains the right to determine the number of in-service days to be offered in any year.

- A. State-release time planning for building level in-services shall include teachers. Principals, supervisors and/or teachers shall be invited to provide topics for discussion and review prior to creation of the training calendar by the principal/supervisor. Adopted plans will be required to address District goals or instructional issues defined by the School Board or Superintendent.
- B. The last day at the end of the first, second and third quarters shall be a student-release day for the purpose of grading, assessment, and planning (GAP) by members. **Members may work remotely on these days if the employee can effectively perform their job responsibilities from the remote work location.** First, second, and third quarter grades/report cards/comments will be due by the end of the first workday of the following quarter. Fourth quarter grades/report cards/comments will be due before the member is released for summer. Submission of grades/report cards/comments may be required at the end of the GAP day only when the administrator has previously documented a concern about a member's untimely submission of grades/report cards/comments. **Members are not responsible for printing report cards.**
- C. The District shall submit a proposal for these state in-service days. Implementation of these days is subject to approval of the proposal by the State Department of Education and Early Development.
- D. **If the District offers three or more in-service days at the beginning of a school year, one day will be member directed for the purpose of classroom set-up and preparation and the remainder will be District directed. The District retains the right to determine which day is member directed and whether the time is segmented across several days or offered as a full day.**

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Chitika 6/18/25
AEA Date

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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

418 CALENDAR

A. A committee including Association Representatives shall meet for the purpose of studying alternative calendars for subsequent year(s). Recommendations shall be submitted to the Superintendent no later than December 1.

B. FLEXIBLE WORK CALENDARS

1. Flexible work calendars will be available to:

- Teacher Experts
- Counselors
- Nurses
- Virtual Program Staff
- Cyber Center Site Coordinators
- Site-Based Tech Collaborators
- Instructional Coaches
- Special Education Department Chairs
- Other positions mutually agreed upon by the Chief Human Resource Officer and the Association

2. For those employees opting to utilize a flexible calendar, calendars will be collaboratively developed and mutually agreed upon by the member and his/her immediate supervisor. Flexible work calendars may begin or end up to 21 calendar days before or after the school board adopted calendar. Beginning and ending dates outside the above listed calendar range will be by mutual agreement. A member's flexible work year will be ~~182~~185 workdays, normally Monday through Friday.

3. Supervisors will provide a work calendar with parameters to members by May 1 of each year. Work calendars will be completed by the member and submitted to the supervisor for approval by May 10. The supervisor approval process is to be completed by the last workday of the school year. A member's approved work calendar may be changed by mutual agreement.

Members utilizing a flexible work calendar option will receive pay on the same schedule as other members.

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 1/14/2026
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ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations

424 REMOTE LEARNING DAYS

- A. If a school closure results in a remote learning day, school-based employees shall be allowed to work remotely if the employee can effectively perform their job responsibilities from the remote work location. Employees will be provided with work expectations and requirements in advance or as soon as possible following the announcement of a remote learning day.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
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425 PROGRESSIVE DISCIPLINE

- A. Without limiting the District's right to impose an appropriate level of discipline, the District agrees to follow a policy of progressive discipline. Any disciplinary action taken against a member shall be appropriate to the behavior which precipitates said action.
- B. Members shall comply with rules, regulations, and directions as adopted by the Board or its representatives, which are not inconsistent with this agreement.
- C. An investigation shall be conducted prior to any disciplinary action being taken by the District. The specific incident must be cited, and the member must be given an opportunity to respond to the incident if the member desires.
- D. When a member is required to meet with an administrator for disciplinary action, the member shall be given 48 hours prior written notice of the time and nature of the meeting and shall be apprised of the right to have an Association representative present. When a principal requires a meeting of a disciplinary nature, the principal will first attempt to schedule the meeting outside the student contact day.
- E. When an administrator disciplines a member for some infraction of rules or delinquency in professional performance, the member shall be entitled, upon request, to have an Association representative present. When a request for representation is made, no action shall be taken until a representative can be present. The meeting shall be held as soon as possible.
- F. Any form of discipline including verbal reprimand of a member by an administrator shall be made in confidence (not in the presence of students, parents, other employees or in public gatherings).

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C. T. C. 3/19/2025
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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

428 TIME AT DUTY STATION

The District and the Association recognize and agree that the members' responsibility to the students, community, and profession generally entails the performance of duty and the expenditure of time and service beyond classroom duty hours.

- A. Members shall be on duty for a combined total of 60 minutes before and after the student day, exclusive of the duty-free lunch period, unless specifically excused by the principal. A member's flexible schedule shall not interfere with regularly scheduled school related meetings or assigned duties but discretion in adjusting schedules following work-related evening commitments, consistent with safety and professional responsibility, is expected. Breakfast in the classroom shall not begin more than 10 minutes prior to the start of the student day. (e.g. Elementary ~~8:50am~~ 7:50am)

This provision allows members to best utilize their planning and conference times to meet the needs of the individual member and parents of the students served. Members shall notify parents each fall regarding available hours when conferences may be most easily scheduled. Other times may be arranged as necessary to assure parents opportunities for discussion with members regarding student performance. Time at duty station for double-shift or schools with shortened schedules shall be negotiated with the Association and implemented subject to approval of the plan by the Commissioner of Education.

- B. Members shall be provided a duty-free lunch period of at least 30 consecutive minutes as defined in AS 14.20.097 exclusive of up to a total of 10 minutes passing time, as determined by the principal. Members assigned to more than one building shall be provided schedules that include at least 30 consecutive minutes for duty free lunch, and sufficient time to travel between assignment locations. Whenever possible, the schedules for itinerant specialists will be structured to allow set-up and take-down time.
- C. Members will have an opportunity to provide input and suggestions regarding the elementary master schedule. **The District expects principals to incorporate transition time between specials into the master schedule to the extent practicable.** The principal has the ultimate responsibility for determining the elementary schedule.
- D. The 60 minutes beyond the student day shall be utilized in such a manner to maximize the efficient use of time for planning and conferences (i.e., 45/15 or 15/45). In no case shall the normal member workday begin or end less than 15 minutes before or after student day. A member's flexible schedule (45/15 or 15/45) shall not interfere with regularly scheduled staff meetings or assigned duties. Upon request, members will provide unit administrators their planned flexible schedules.

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C. T. S. A. 6/18/25
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**ANCHORAGE SCHOOL DISTRICT
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2024-2025**

Members may leave the building at any time during which they are not assigned duties, providing they sign out when they leave and sign in when they return.

- E. Consistent with Article 428 A., members are expected to give precedence to faculty meetings, curriculum development meetings, professional development or assigned school duties. A faculty meeting or professional development will normally be scheduled no more often than twice per month and not exceed the student day by more than one hour and fifteen minutes (1.25 hours). So long as their personal schedules allow, members are expected to give precedence to education-related District meetings.
- F. Members shall be expected to attend one open house per year unless the member has a legitimate reason to be excused.

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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

429 ALASKA READS ACT

- A. Two (2) days of release time per year will be available to each general education K-3 classroom teacher for the sole purpose of meeting the current obligations of the Alaska Reads Act. Members will be released from normal classroom supervision responsibilities on those days but may still be responsible for other job duties. These days cannot be used during the first or last week of the semester. This time is separate and distinct from regular planning time.

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Chae Hail 6/18/25
AEA Date

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Pat Stewart 6/18/25
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

430 PROFESSIONAL LEARNING COMMUNITIES

Professional Learning Communities (PLCs) time shall be focused on improving student outcomes.

- A. The District shall retain the right to establish overarching goals and expectations for PLCs to ensure alignment with district-wide student achievement priorities.**
- B. PLC members shall have opportunity to provide input in shaping the structure, content, and focus of their collaboration, including identifying relevant student data, instructional strategies, and topics reflective of their specific grade level, content area, or student population.**
- C. The District shall review the overall effectiveness of PLCs annually. Recommendations for improvement shall consider both student outcome data and member feedback. The District retains the right to determine whether PLCs continue and when and how often they occur.**
- D. If PLCs time is scheduled at the beginning or end of the workday, PLCs will be scheduled so as not to interfere with a member's ability to flex their schedule pursuant to Article 428.**

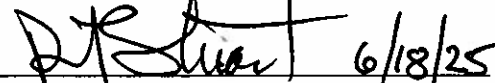
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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

440 ASSAULT OF MEMBERS BY AN ADULT

- A. Members shall report in writing as soon as possible to the administrator instances of verbal or physical assault by an adult. The District shall report instances of physical assault of staff by an adult to the police department. If an assault results in injuries or in cases of repeated verbal or physical assaults, the District shall take further action, examples of which may include: the administrator being present at meetings between the adult and member; having the police present when the adult is in the building; notifying the adult of the consequences of failure to meet District requirements; requesting a temporary restraining order.
- B. The District will facilitate and support the filing of a criminal complaint against any adult, not employed by the District, who physically assaults a member while on duty. Legal counseling shall be available, through AEA's Employee Assistance Program, to any member who has been a victim of physical assault. Counseling and assistance in the filing of a Workers' Compensation claim shall also be provided.
- C. Nothing contained in this Article will restrict a member's right to file a police report.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

443 PERSONNEL FILE

- A. The personnel file at the District central office shall be the one official file relating to a member's employment. All materials originating subsequent to District employment and placed in the permanent central office personnel file shall be available to the member or a representative authorized in writing by the member, ~~for inspection. A request to inspect the file shall be accommodated within 24 hours. Inspections shall be in the presence of the Talent Management administrator or designee. When the member has acquired District tenure, all references and evaluations obtained on the basis of confidentiality prior to employment with the District shall be destroyed.~~ Upon written request to the Records Department, a digital copy of a member's personnel file will be made available to them within three (3) business days.
- B. References and information originating outside the District on the basis of confidentiality (and information obtained within the District in the process of evaluating the member for initial employment) shall not be available for inspection or response by the non-tenured teacher.
- C. Material that is derogatory to a member regarding that member's conduct, performance, character or personality shall not be placed in the file unless the member has had an opportunity to read the material first. This material will clearly state that a copy is being placed in the central office personnel file. The member shall acknowledge that such material has been read by signing the actual copy to be filed. Such signature does not necessarily indicate agreement with the content of the material. If the member refuses to sign the statement, the principal or supervisor shall so note and send the statement to the Talent Management Department for filing and provide a copy to the member. The member shall have the right to challenge or respond in writing to material filed under Article 443 within 25 workdays of the member's acknowledgment or refusal to sign (except that formal evaluations must be responded to within 10 calendar days). When the member and the District agree that an item in the file is inaccurate or improperly placed in the file, the item shall be modified or destroyed immediately. Furthermore, no material from an anonymous source may be placed into a member's personnel file, except to support critical comments made by a supervisor in an evaluation document. Anonymous material shall be dated upon receipt by the principal before it is attached to the evaluation document.
- D. Evaluation forms and other documents pertaining to member performance and character shall remain a permanent part of the member's personnel file, and no such items shall be removed without written notification to the member. By request of the employee and

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CE File 4/2/25
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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

approval of the District, the District shall remove any derogatory material from the personnel file after a period of two years.

- E. Members may have commendations placed in their personnel files. Members may request attachment to their annual evaluation summaries of positive input forms received from students, parents, or colleagues.
- F. All documents, communications, records and computer files dealing with member termination or non-retention shall be removed if the member is reinstated or absolved. These materials shall be maintained in a separate confidential file.

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C. Tili 4/2/25
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D. Stewart 4/2/25
ASD Date

**ANCHORAGE SCHOOL DISTRICT
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452 INSTRUCTIONAL PLANNING

- A. Instructional Planning Time is member-directed and shall be free from student supervision. It is time designated for members to address a variety of assigned professional responsibilities. These responsibilities include, but are not limited to, assessment of student learning, individualized lesson planning, collaborative team planning, conferencing with parents or colleagues, preparation/grading of instructional materials, and professional research or development. Instructional Planning Time shall be in blocks of no less than thirty (30) minutes during the student day. No more than one time per month, administration may conduct meetings during this time. Instructional Planning time is important. Administration will work to minimize disruptions to this time.

~~On days identified on the school calendar that includes parent teacher conferences and testing, planning time missed will not be rescheduled.~~ It is a professional responsibility to structure schedules to accommodate instructional planning time requirements.

- B. ~~The District shall provide an instructional planning period for all secondary members, except as indicated in Article 452 D.~~ **The District shall provide no less than 240 minutes of planning time per week for members. If the District provides Secondary members a separate, dedicated period for collaboration or teaming, then the District will provide no less than 200 minutes of planning time per week for those members.**
- C. **Missed planning time will not be rescheduled or otherwise compensated for truncated work weeks (fewer than five work days), parent teacher conferences, school-wide testing, customary but infrequent schedule variations due to school community events like assemblies, graduations, and field days, or force majeure (unforeseen circumstances).**
- D. ~~The District shall provide elementary teachers with four (4) hours of planning time per week.~~ Elementary itinerant teachers may request additional assistance from their supervisor to prepare for the opening of school.
- E. ~~Supervisors shall provide four (4) hours of planning/record keeping time to the other employee classifications within AEA.~~

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Charlie 6/18/25
AEA Date

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DR Stuart 6/18/25
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
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463 MENTORING AND EVALUATION SUPPORT COACH PROGRAMS

- A. The Anchorage School District and the Anchorage Education Association agree to the importance of mentoring and Evaluation Support Coach support in order to strengthen educator recruitment, retention, and student achievement. The Educational Excellence Joint Committee (EEJC), consisting of representatives from the District ~~Professional~~ Teaching and Learning Department and AEA, shall develop and oversee ASD/AEA Mentoring and Evaluation Support Coach Programs. The AEA/ASD EEJC agrees to the ongoing design and implementation of the following components:
- a Mentor Program for who, independent of any deficiency in performance, request support and guidance from ASD/AEA trained Mentors. An educator choosing to work with a Mentor does so voluntarily in an effort to reflect on his/her own professional practice. Mentoring partnerships are collaborative. AEA and ASD believe that both the educator and the Mentor have skills and qualities to contribute. A decision by the educator to participate in this program does not imply a weakness or deficiency in the educator's performance;
 - an Evaluation Support Coach Program, only for those who have been evaluated, and are on either a Plan of Professional Growth Support or a Plan of Improvement. If an educator has not met standards on his/her evaluation and wants an Evaluation Support Coach, he/she may request an AEA trained Evaluation Support Coach from AEA. Although the program is to assist the educator in meeting the Performance Standards within the evaluation system, those involved in providing this service cannot guarantee the standards will be met. That responsibility lies solely with the educator on the Plan.
 - Mentor and Evaluation Support Coach training. The application process, approval and training documentation will be maintained by the EEJC and the ~~Professional~~ Teaching and Learning Department.
- B. Mentor and Evaluation Support Coach relationships are most effective when built upon trust. Candor and open discussion are essential to success. Member trust is encouraged by an assurance that all communication regarding performance issues, all observation reports, will be kept confidential. To provide this assurance, we agree to the following:

Mentors/Evaluation Support Coaches will not be asked to

- participate in the evaluation of the member;

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C. T. C. 3/19/2025
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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

- report to either the Association or to the District regarding member progress on an Evaluation Plan ~~a Plan of Improvement~~, or about the performance in general of an assigned member;
 - be called as a witness in any proceeding related to the non-retention or discipline of the member.
- C. The AEA and ASD agree to the importance of members having the opportunity to work with a trained Mentor or Evaluation Support Coach. Should a supervisor want to assist an educator in furthering his/her opportunity in obtaining a mentor or Evaluation Support Coach, the supervisor may recommend that the educator request mentoring support through the online application/request process or contact the AEA for Evaluation Support Coach support. It is recognized that these opportunities must be provided through the EEJC-approved process with trained Mentors/coaches.
- D. The District shall provide up to \$10,000 per year to provide mentoring and/or Evaluation Support performance support. An additional \$25,000 shall be made available for Mentors working with new-to-District educators.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
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464 EVALUATION PROCEDURE

- A. Members will be evaluated annually in accordance with the District's evaluation procedure and the requirements of State Law and the Regulations of the Department of Education and Early Development.
- B. The schedule for evaluations shall be as follows (unless mutually agreed otherwise in writing by evaluator and evaluatee):
1. Non-tenured members shall receive a minimum of two formal observations, with pre- and post-observation conferences. One must be completed no later than the end of the first semester. A second formal observation will occur prior to February 15th. The evaluation shall be completed no later than February 15. Such evaluations may contain Plans for Improvement that may extend until May 15, in order to provide maximum opportunity for retention;
 2. The evaluation of tenured members shall be completed no later than May 5. Evaluations which express concerns with member performance, whether of tenured or non-tenured members, shall be based on a minimum of two formal observations;
 3. A formal observation is an observation within the workplace, based on educator performance. It is prearranged and includes a pre/post observation conference, is documented, and the documentation is shared with the employee;
 4. Members will be given the opportunity to provide input on the performance of colleagues and administrators using a form developed by the District that includes a section for open comments. Participation in these evaluations by the member is at the member's option and must be completed no later than May 5.
- C. The evaluation of members shall include the following:
1. District-approved teacher evaluation documents will be used for both tenured and non-tenured members.
 2. The evaluation must clearly indicate when information other than specific observations by the evaluator has been used and clearly identify the source of the information;
 3. An acknowledgment of content signed by both the evaluator and the evaluatee must appear on evaluations. Acknowledgment by the evaluatee does not imply concurrence with the evaluation contents. The evaluatee must be informed of the right to review the written evaluation prior to final submission and comment in writing on any matter contained in it. Following receipt of the written evaluation, a period of 10 calendar

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C. Tili 3/19/2025
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ASD Date

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2024-2025 Negotiations**

days shall be allowed for the evaluatee to respond in writing to the evaluation. Such response will be placed in the evaluatee comments section of the document or attached to it if space does not permit. The evaluatee waives the right to written comments if not exercised within 10 calendar days. The fact that the evaluatee exercises the right to comment on the evaluation in the manner described may not be used against the evaluatee.

4. A member has the right to request one additional formal observation by a mutually acceptable different evaluator;
 5. All observation and evaluation documents are confidential (4 AAC 19.040). Unless mutually agreed otherwise by both the member and the District, no portion of an evaluation may be made public, except as evidence in a proceeding relative to a member's certification or employment, or as otherwise allowed or required by a court of law;
 6. For evaluations to be useful, principals must be free to express performance concerns candidly. Furthermore, it is expected that principals will share performance concerns as they arise, in order to provide an informal opportunity for a member to address and correct any problems. Members may submit written rebuttals to evaluation comments with which they disagree.
 7. The District, in meeting its statutory obligation to provide various stakeholders with an opportunity to offer input into the evaluation of members, will work to assure that a full range of such input is secured, in order both to maximize involvement and to ~~insure~~ **ensure** balanced reporting thereafter. Principals will be expected to keep track of input received and to weigh carefully its significance in promoting excellence in performance.
- D. If the purpose of an evaluation conference is to place a member on a Plan of **Professional** Growth or a Plan of Improvement, the member has the right to request Association representation. If the member elects Association representation, he/she shall be given at least 48 hours to obtain such representation.
- E. Plans of **Professional** Growth (hereafter referred to as a Plan of Growth)
1. Principals may indicate a need for a Plan of Growth at any time, following at least two formal written observations of the employee within the performance of his/her duties.
 2. An indication of need for a Plan of Growth is intended to provide the member with an opportunity to address performance concerns in a collaborative manner. It is not a necessary precursor to a formal Plan of Improvement.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
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- F. **Plans of Improvement**
No member shall be placed on a Plan of Improvement without prior observations by the evaluator. When a member is placed on a ~~p~~Plan of ~~i~~Improvement, the following shall be established in writing: the areas needing improvement; the program to be followed which shall include expectations, activities and prescribed timelines; the monitoring system; duration; and the member's right to have Association representation. Plans of Improvement shall represent the best efforts of the principal to define expectations, identify performance deficiencies, and recommend activities that may support improvement in member performance. The preparation of the Plan of Improvement shall be discussed with the member, while completion of the final document is the responsibility of the principal.
- G. Members who are placed on a Plan of Growth or a Plan of Improvement may choose to request an Evaluation Support Coach through the AEA/ASD Evaluation Support Coach Coordinator (or designee). If available, a trained Evaluation Support Coach will assist the member in working towards meeting the areas indicated on the Plan of Growth or the Plan of Improvement. The member requesting assistance is ultimately responsible for meeting the expectations of the evaluation plan.
- H. If a change in the evaluation procedure is to be considered, the Association shall be involved. That involvement will include full opportunity for the AEA Evaluation Committee ~~of the Association~~ to review proposed changes to any part of the evaluation system and to collaborate with District representatives about how best to meet common needs. The Association reserves the right to petition the School Board to intervene in disputes over proposed changes to the evaluation system which cannot be resolved administratively.
- I. Additional evaluation information and procedures are found in the AEA/ASD Certificated Employee Evaluation Document available on the ASD website.

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C. Filler 3/19/2025
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ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

470 CLASSROOM COVERAGE

- A. A principal or designee may request direct a member to cover a class when a substitute teacher is unavailable. ~~The member may refuse the assignment unless the District is unable to obtain a substitute.~~ A member who provides coverage during instructional planning time shall ~~be given the option of either equivalent instructional planning time or~~ receive financial compensation at .085% of B00/Step 0 rounded to the nearest dollar \$40 per hour.

~~If the member elects time in lieu of financial compensation, the time must be received within five (5) days in which the coverage occurred, or financial compensation will become the remedy.~~

If a member provides coverage during their duty-free lunch, they will be financially compensated at per diem calculated in a thirty (30) minute increment.

- B. Prior to resorting to dividing a class and reapportioning its students among other classes, administrators will explore other options for classroom coverage.

When a class is subdivided into two classes, each ~~educator~~ member providing coverage will receive \$30 per hour 75% of the rate established in Paragraph A herein, rounded to the nearest dollar. If divided into three or more classes, each ~~educator~~ member providing coverage will receive \$20 per hour 50% of the rate established in Paragraph A herein, rounded to the nearest dollar. ~~If divided into more than three classes, each educator providing coverage will receive \$15 per hour.~~

- C. ~~The member has ten (10) working days from the end of the week in which the coverage occurred to submit a Classroom Coverage form to their principal or designee for compensation.~~ Financial compensation for classroom coverage will be paid as added duty through the District's addenda system. The addenda will be entered into the system as soon as possible, but not later than seven (7) working days after the member provides coverage. Addenda for classroom coverages are exempt from the requirement that contract addenda be signed prior to the beginning of the activity.

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Chilli 6/18/25
AEA Date

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R. Stunt 6/18/25
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

505 NEGOTIATIONS PROCEDURE

Negotiations will be consistent with Alaska statute. Written notice of intent to negotiate shall be initiated by the Association to the Chief Human Resources Officer or by the Chief Human Resources Officer to the Association. The initial bargaining session shall be set by mutual agreement with the shared goal of beginning negotiations and exchanging initial proposals no later than November 2024 of the final academic year of this agreement. The Federal Mediation and Conciliation Service will be contacted ahead of time and a time for mediation will be tentatively scheduled, which can later be cancelled by mutual agreement, if necessary. Joint declaration of impasse will be made if no settlement is reached or upon a finding of impasse by the Alaska Labor Relations Agency. Advisory arbitration will be scheduled in advance to begin no later than June 1. The District and the Association agree to share equally the cancellation fees if the hearing is cancelled due to settlement.

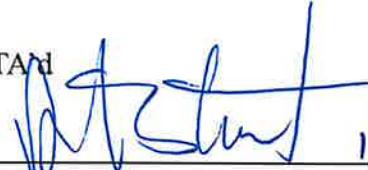
The parties agree to explore the feasibility of interest-based bargaining.

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**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025**

615 DURATION

- A. This Agreement and each of its provisions shall be binding and effective as of July 1, ~~2021~~2026 and shall continue in force and effect through June 30, ~~2024~~2029. Bargaining will proceed in accord with timelines and processes defined in Article 505.
- B. The Association agrees that during the life of this Agreement there will be no Association strike or job actions. The Association and its officials shall take such reasonable action as may be necessary to prevent and terminate any such activity.
- C. The District agrees that during the life of this Agreement there will be no lockout.

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Christin 1/14/2026
AEA Date

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Pat Stewart 1/14/26
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
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720 DUES DEDUCTION

- A. The District shall accept payroll deduction for Association dues or fees authorized by the employee. Any requested cancellation of membership will be directed through the Association president.
- B. The District shall withhold a standard designated dues or fees amount on a continuing basis. The Association shall notify the District prior to the first day of each school year of the standard dues or fees for part-time and full-time employees. For purposes of determining dues/fees obligation, there are three categories of member: full time, part time, and quarter time. The District and Association shall prepare and jointly sign a Dues Schedule.
- C. The District shall withhold dues or fees in equal payments on a monthly basis and transmit them to the Association beginning with the first pay voucher following receipt of the payroll deduction form. The payroll deduction form shall provide for language authorizing the Association to increase or decrease the member's annual amount of dues or fees.
1. A member who starts work after August 31 (the last day for accepting changes for the September payroll) shall provide payroll deduction authorization for dues/fees for whatever number of months remain in the school year, limited by the dates by which Payroll changes must be received, e.g. if the member start date is October 15 (five days after the last day to make payroll changes), the dues/fees deduction service would begin November 30. The District is not responsible for collection of arrearages and will only collect authorized deductions according to the standard schedule provided by the Association.
 2. The payroll deduction service offered to members by the District will be strictly limited to one of the three amounts per month shown on the Dues Schedule referenced above. Newly hired members who elect dues deduction will pay the designated amount for whatever number of months remain in the school year.
 3. Should a member's full- or part-time status change during the year, either from less than full-time to full-time, or the reverse, a change in dues/fees obligation would begin on the first of the month following the change.

TA'd

AEA

CEH 3/19/2025
Date

TA'd

ASD

[Signature] 3/19/2025
Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

D. Payroll deduction for membership dues or fees is the exclusive right of the Association and shall be the sole method available to members for payment of regular dues/fees but shall not be available for payment of arrearages.

E. The Association agrees to indemnify and hold the District harmless against any liability that may arise as a result of Article 720.

F. Bargaining Unit Member Information

The District shall provide the following bargaining unit member information, in an electronic format compatible with Microsoft Excel, to the Association President no later than September 15 of each year and on a monthly basis thereafter with any additions and/or change in information:

Name

Home address

Phone numbers provided to the District

Work email address

Work location

Position

District seniority date

Union seniority date

Full time equivalent (FTE) status

List of unit members participating in payroll deduction of Association dues

~~G. Onboarding~~

~~The Association and the District will jointly prepare and present onboarding meetings with new hires prior to the start of school. These meetings will be limited to approximately 20 members each. New hires after the start of the school year will receive similar onboarding opportunities in either small groups or individually within 15 workdays.~~

~~H. Orientation~~

~~The District shall provide an annual new bargaining unit member orientation (orientation fair) for all newly hired bargaining unit members to take place within one week of the start of the school year. The Association and District will jointly plan and participate in the orientation event.~~

G. Orientation and Onboarding of New Members

TA'd

C. Tiller 3/19/2025
AEA Date

TA'd

Pat Sturt 3/19/2025
ASD Date

**ANCHORAGE SCHOOL DISTRICT
ANCHORAGE EDUCATION ASSOCIATION
2024-2025 Negotiations**

The Association and the District will jointly plan and participate in all orientation and onboarding activities for new bargaining unit members.

Orientation activities will include at least one in-person opportunity prior to the start of the school year and regular synchronous make-up opportunities for individuals hired midyear. Content will be delivered in small groups rather than large group presentations, except where large group format is appropriate (e.g. keynote speaker).

TA'd

C. Hill 3/19/2025
AEA Date

TA'd

Pat Stunt 3/19/2025
ASD Date

