

Memorandum of Understand
Between
Pasco School District
And
Pasco Association of Educators

2024-2025 School Year

A conference period of four (4) days in the fall, with conferences scheduled at teacher discretion, and four (4) days in the spring shall be set aside for parent-teacher conferences. Released time of one-half (1/2) day shall be allowed for each of these days. Each employee involved in conferences shall be on a flexible work- day to accommodate the necessary conferences during the fall and spring. The “flexible workday” as referred to herein shall allow the employee to schedule the conferences and such periods of time as required to accomplish such conferences as mutually determined by the employee and principal. The employee shall not be required to remain at school during nonscheduled conference time.

Any teacher, at any level, may, at their discretion, schedule a conference at any time during the school year to discuss a student’s progress, behavior, and/or any other issues or concerns.

Professional Development will not be held during any conference months for staff participating in conferences.

Teachers will be required to meet with parents of students in third grade who are reading below grade-level or are likely to score in the below basic level on the third-grade statewide student assessment in English language arts [Reference RCW 28A.655.230]. A meeting shall be defined as face-to-face, via phone, via Zoom (or other such programs), or an email exchange in which both parties participated.

Conferences will not take place outside the contracted workday.

Beginning in the 2025-2026 School Year:

Fall and spring conferences will be held on one (1) non-student, modified schedule day to allow for afternoon and evening conferences at the end of the grading period (first trimester for elementary school and first quarter for middle school).

All buildings will be accessible during normal operating hours, with doors unlocked and somebody available to assist parents. This responsibility will not fall on the teachers who are working their contracted day.

For the 2026-2027 School Year:

Any teacher, at any level, may, at their discretion, schedule a conference at any time during the school year to discuss a student’s progress, behavior, and/or any other issues or concerns.

Professional Development will not be held during any conference months for staff participating in conferences.

Teachers will be required to meet with parents of students in third grade who are reading below grade-level or are likely to score in the below basic level on the third-grade statewide student assessment in English language arts [Reference RCW 28A.655.230]. A meeting shall be defined as face-to-face, via phone, via Zoom (or other such programs), or an email exchange in which both parties participated.

Conferences will not take place outside the contracted workday.

Fall and spring conferences will be held on one (1) non-student day at the end of the grading period (first trimester for elementary school and first quarter for middle school). Schools will also schedule an evening conference block during the school week of the conference day. The actual evening will be voted on by school staff. Teacher's total conference time will not exceed the 7-hour workday. Should an employee hold conferences during the evening block, they may reduce their hours by the same number on the Conference Day.

Guiding coalitions will make recommendations on the structure of the conferences.

These recommendations do not change the current controlling contract language for committees: Article IX: Section 8: **The Association recognizes the value and need of committee recommendations. Recommendations and suggestions from such committees are subject to the bargaining procedure and should be bargained prior to implementation. Because of the potential impact on other areas of the contract, it is understood recommendations may not be accepted as recommended by a committee.**

Teachers will have the professional discretion regarding which students' parents to meet on the designated conference day.

All buildings will be accessible during normal operating hours, with doors unlocked and somebody available to assist parents. This responsibility will not fall on the teachers who are working their contracted day.

This waiver is subject to the grievance process.

 3/9/20

For Pasco School District Date

 9 March 2020

For Pasco Association of Educators Date