

Memorandum of Agreement

between the
Webster Central Schools District
and the
Webster Teachers Association

Whereas the Webster CSD currently offers two (2) one-half day classroom sections of Universal Pre-Kindergarten (UPK) each year, and furthermore

Whereas the current UPK teacher serves as a “Teacher on Special Assignment” while continuing to accrue seniority in the “Elementary K-6” tenure track, and furthermore

Whereas the Webster CSD plans to permanently expand the size of the local offering of Universal Pre-Kindergarten classes to the community, and there is no language pertaining to the UPK program in the teachers’ 2015-2019 Collective Bargaining Agreement

Therefore it is

Agreed that the existing “Elementary K-6” tenure track shall be expanded to include current and future UPK teachers in a unified “Elementary Birth-6” tenure track, and furthermore it is

Agreed that UPK teachers will teach two daily classes of UPK, with each class to have a maximum of 18 students (for a daily maximum of 36 students), and furthermore it is

Agreed that during the course of the school year, all UPK classroom teachers will host two parent conferences. The autumn round of conferences will take place in October/November, and the spring conferences shall take place in March/April. The specific days will be set by the District, after consulting with the Association, and will coincide with the conference days for the other teachers in the elementary buildings.

For each round of conferences, UPK teachers will have the added discretion of scheduling the conferences at any unencumbered time, or outside of the regular school hours, during a 3-week window of time with the scheduled conference days approximately in the middle of the window. Any UPK teacher who has completed all of their seasonal conferences prior to the scheduled dates of the same month, or has scheduled to complete them within the specified windows for conference completion, is free to take the scheduled conference time (when students are not in attendance) as compensation time, and will not be required to be in attendance at school.

A maximum of eight (8) conferences will be scheduled on any single half-day. These conferences will be scheduled in consecutive half hour blocks and shall include one (1) thirty (30) minute break.

On the two (2) days of the autumn conferences, and the two (2) days of the spring conferences (which will coincide with the conference days of the other elementary teachers in the building), UPK teachers with 24 or fewer students will follow the same schedule of conferences and half-days as the K-5 teachers (for a total of one-and-a-half (1 ½) days designated for conferences, without students in attendance). UPK teachers with a student load of 25-36 students will have an additional half-day designated for conferences (for a total of two (2) conference days, which may be conducted in either full or half-day sessions). Furthermore, UPK teachers with 33-36 students shall receive the option of one (1) paid evening session (in both the spring and fall) to conduct parent conferences. The actual

days of the evening conferences will be designated by the building principal after obtaining input from the teachers involved.

Teachers who conduct parent conferences on the designated evening(s) shall receive a stipend of .0025 of that year's base salary for each evening.

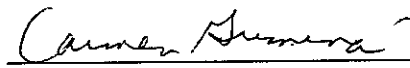
Teachers have the option of rescheduling parent conferences with the agreement of the building principal and parents involved, and are not obligated to conduct conferences on the designated evening(s) as long as they are able to fulfill their obligation to confer with the parents of students in their classes.

UPK teachers shall complete two report cards per year for their students. These reports will be completed and shared with parents around the end of the first and second halves of the year.

By their signatures below, the parties hereby agree to the terms and conditions described above.



President, WTA



Superintendent of Schools

5-17-2016

Date

5-17-2016

Date

* Approved by the WTA Executive Board and Representative Council on 5-16-2016.