



**LETTER OF AGREEMENT**  
**between**  
**Portland Public Schools**  
**And**  
**Portland Association of Teachers**

**2017 Contract Year**

The following represents the terms of an agreement between Portland Public Schools (the District) and the Portland Association of Teachers (PAT) regarding conversion of two planning days to instructional days and the extension of the instructional calendar.

**Background**

1. The District was closed for snow for 4 days in December 2016 and five days in January 2017.
2. The District has adjusted the school calendar in several ways to ensure that students make up some lost instructional hours, including adding June 12, 13, and 14 to replace 3 of the missed days and cancelling early release and late start days for the remainder of the year.
3. Some questions have arisen about extending the contract year and compensation for PAT members.
4. To clarify questions that have arisen, the parties make the following agreement.

**Agreement**

The parties agree to the following:

1. Professional educators who were in a pay status on a snow day will receive their regular pay for that day and will not have their leaves or the sick leave bank deducted.
2. April 7<sup>th</sup>
  - a. Friday April 7<sup>th</sup> will be converted from a Planning day to an Instructional day at all schools.
  - b. To partially make up for the loss of the planning time on Friday April 7<sup>th</sup>, the District will cancel the school staff meetings for all grade levels on the weeks of April 3<sup>rd</sup> and April 10<sup>th</sup>.

- c. Professional educators will only be required to provide quarter grades for seniors or for students who otherwise need a grade (i.e. eligibility for athletics or college applications) and the deadline for submitting grades will be moved from Monday April 10<sup>th</sup> to Wednesday the 12<sup>th</sup>. Also, students in danger of failing or whose behavior or achievement shows a significant decline will receive a progress report.
  - d. The week of April 3<sup>rd</sup>, would have been a partial week without High school Flex hours. The conversion of April 7<sup>th</sup> to an instructional day makes this week a full week. In the interest of maintaining instructional hours, the District will not add Flex hours to this week.
3. June 15<sup>th</sup>
- a. Monday June 12<sup>th</sup>, Tuesday June 13<sup>th</sup>, Wednesday June 14<sup>th</sup>, and Thursday June 15<sup>th</sup> will be added as Instructional days at all schools, except for Roosevelt (see below).
  - b. Friday June 16<sup>th</sup> will be the only mandatory attendance Planning/Grading day at the end of the school year.
  - c. The District will open schools on Monday June 19<sup>th</sup> for an additional Planning/Grading day for any PAT member who needs to be at school. Attendance will not be required, but will be a regular paid day.
  - d. The deadline for submitting all grades will be moved from Friday June 16<sup>th</sup>, to Monday June 19<sup>th</sup>.
  - e. Due to moving issues at Roosevelt:
    - a. The last student day will be Wednesday June 14<sup>th</sup>.
    - b. The Planning days will be June 15<sup>th</sup> and 16<sup>th</sup>,
    - c. The first 8 hours of moving time to pack up classrooms will not be compensated because the District is holding one less instructional day to allow for members to pack on June 16<sup>th</sup>. Members who qualify for additional time to pack under the extraordinary moves section of the new moving article, shall be compensated in accordance with that article.
    - d. Professional educators at Roosevelt who need to pack their rooms for a move will do so by the close of business June 20<sup>th</sup>.
4. The District will not seek additional make up days unless additional inclement weather causes enough missed hours to move the District out of compliance with State requirements.
5. Compensation for make-up days.
- a. June 12, 13, 14, and 15 will be considered the make-up days.
  - b. Professional educators who were compensated with regular pay for four (4) snow days will not be paid additional compensation for working June 12-15<sup>th</sup>.

- c. Professional educators who were not already compensated for four (4) or more snow days will be compensated on a per diem basis for those days not already covered by snow day compensation.
- 6. This agreement does not set a precedent in any manner and will not be used by either party for any purpose other than enforcing this agreement.
- 7. This agreement is contingent on ratification by the Association and the approval by District's Board of Education.

FOR THE DISTRICT

By: \_\_\_\_\_  
 Stephanie Harper OSB #952091      Date  
 Interim General Counsel

By: \_\_\_\_\_  
 Sean L. Murray      Date  
 Chief Human Resources Officer

FOR PAT

By: \_\_\_\_\_  
 Marty Pavlik      Date  
 PAT UniServ