

MEMORANDUM OF AGREEMENT
between
Multnomah County School District #1J (District)
and
Portland Association of Teachers (PAT)

The following represents the terms of the agreement between Multnomah County School District #1J ("District") and Portland Association of Teachers ("PAT") regarding the fall parent/teacher conferences for the 2016-17 school year (as scheduled on the District's standard calendar and on the District's year round (Rosa Parks) calendar) and first quarter report cards.

Background

Article 5.B.5.b of the District/PAT Collective Bargaining Agreement (CBA) provides that the District may schedule one parent/teacher conference in the evening and continue to allow one half-day of compensatory time for this evening parent/teacher conference.

Fall parent/teacher conferences for the 2016-17 school year are scheduled to extend into the evening on November 9, 2016 and November 10, 2016. The 2016-17 school year calendar provides for a planning day prior to these dates which the employee can use to prepare for these conferences.

Fall parent/teacher conferences for the 2016-17 school year at Rosa Parks Elementary School are scheduled to extend into the evening on August 24, 2016 and August 25, 2016. The 2016-17 school year calendar for Rosa Parks Elementary School does not provide for a planning day prior to these dates. This schedule may inhibit the PAT bargaining unit members at Rosa Parks Elementary School from preparing for these scheduled conferences.

The District and PAT have conferred on this issue and have come to a mutual agreement, the details of which are outlined below.

Agreement

1. For the 2016-2017 school year, the District shall schedule two parent/teacher conferences in the evening on November 9, 2016 and November 10, 2016 (or August 24, 2016 and August 25, 2016 for Rosa Parks Elementary School).
2. PAT bargaining unit members shall attend both evening conferences scheduled and shall receive Wednesday, November 23, 2016 off with pay in consideration of attending both evening conferences scheduled.

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3. PAT bargaining unit members at Rosa Parks Elementary School may be allowed to work seven (7) hours during non-contract time (i.e., beyond the workday/workweek) to prepare for parent/teacher conferences in August, 2016. Each such PAT bargaining unit member shall submit a log of the time worked to his/her immediate supervisor using the form attached (Attachment 1) no later than August 30, 2016 and will receive an equivalent amount of time off with pay on September 16, 2016.

4. All PK-5 and self-contained 6th grade PAT bargaining unit members will not be required to submit grade reports at the end of the first quarter grading period and will instead prepare the PPS Parent-Teacher Conference Form (Attachment 2). These forms will be discussed and presented to parents/guardians at the parent/teacher conferences scheduled in November (in August for Rosa Parks Elementary School).

This Memorandum of Agreement is subject to ratification by PAT and the separate and subsequent approval of the District's Board of Education.

ACCEPTED AND AGREED:



Marty Pavlik
 UniServ Consultant
 Oregon Education Association/PAT

06/01/2016

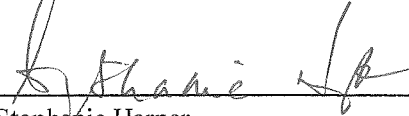
DATE



Sean L. Murray
 Chief Human Resources Officer
 Multnomah County School District #1J

6-1-16

DATE



Stephanie Harper
 Sr. Legal Counsel, Labor & Employment
 Multnomah County School District #1J

6-1-16

DATE

**LOG OF HOURS WORKED
PREPARING FOR PARENT/TEACHER CONFERENCES**

ROSA PARKS ELEMENTARY SCHOOL

Please submit your completed form to your Principal's Secretary
no later than August 30, 2016

NAME: _____ GRADE: _____ Employee # _____

DATE:	TIME:

Total Hours Worked: _____

Signature: _____ Date: _____

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PPS Parent-Teacher Conference Form

School: _____ Date: _____

Student: _____ Grade: _____

Parents/Guardians _____ Teacher/School Staff _____

Attending: _____ Attending: _____

Characteristics of a Successful Learner	
+ Always Demonstrates / Sometimes Demonstrates	V Often Demonstrates - Does not yet Demonstrate
Work Habits: is organized; manages time and materials; stays with task; completes school work	
Homework: completes and returns homework on time	
Attentive: listens well and follows directions	
Resourceful: solves problems; seeks help appropriately; finds ways to support own learning; seeks new opportunities	
Reflective: thinks and asks questions; provides reasons for opinions; evaluates own progress	
Cooperative: works and interacts well with others; gets along with and supports other children; contributes to group efforts and class discussions	
Responsible: respects others, rules, authority, and property; accepts responsibility for own behavior	

Attendance: _____

Days Tardy: _____

Days Absent: _____

Reading: Exceeds ____ Meets ____ Close to Meeting ____ Not Yet Meeting ____
(student work, DIBELS/easyCBM/Phonics Survey, classroom assessments, strengths and weaknesses shared)

Writing: Exceeds ____ Meets ____ Close to Meeting ____ Not Yet Meeting ____
(student work, classroom assessments, strengths, and weaknesses shared)

Math: Exceeds ____ Meets ____ Close to Meeting ____ Not Yet Meeting ____
(student work, Bridges assessments, classroom assessments, strengths, and weaknesses shared)

Other:
(behavior, parent questions, comments, and/or concerns)

____ Parent did not attend conference and this document was mailed home

____ A telephone conference took place

mp 05/21/16