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

Fall Parent Conferences and
PK-5 & Self-contained 6th Grades First Quarter Report Cards

The following represents the terms of the agreement between Multnomah County School District #1J ("District") and Portland Association of Teachers ("the Association") regarding the fall parent/teacher conferences for the 2017-2018 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 shall schedule two (2) parent conferences in the evening on two consecutive evenings after the planning day that follows the end of the first quarter. In consideration for those evening parent/teacher conferences, the professional educators shall have one paid day off.

Fall parent/teacher conferences for schools on the standard calendar for the 2017-18 school year are scheduled to extend into the evening on November 8, 2017, and November 9, 2017. The 2017-2018 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 2017-18 school year at Rosa Parks Elementary School were scheduled to extend into the evening on August 23, 2017 and August 24, 2017. The 2017-18 school year calendar for Rosa Parks Elementary School did not provide for a planning day prior to these dates. The PAT bargaining unit members at Rosa Parks Elementary School were nevertheless required to plan for these scheduled conferences.

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

1. PAT bargaining unit members in schools other than Rosa Parks Elementary School shall attend both evening conferences scheduled on November 8 and November 9 and shall receive Wednesday, November 22, 2017 off with pay in consideration for their attendance.

2. PAT bargaining unit members at Rosa Parks Elementary School attended both evening conferences scheduled on August 23 and August 24 and shall receive Wednesday, November 22, 2017, off with pay in consideration for their attendance.

3. PAT bargaining unit members at Rosa Parks Elementary School were allowed to work seven (7) hours during non-contract time (i.e., beyond the workday/workweek) to prepare for August 2017 parent/teacher conferences. Each such PAT bargaining unit member submitted a log of the time worked to his/her immediate supervisor using the form attached (Attachment 1) received an equivalent amount of time off with pay on September 22, 2017. If PAT bargaining unit members chose not to work seven hours during non-contract time and submit the required log, they worked the planning day on September 22, 2017.

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

ACCEPTED AND AGREED:

Marty Pavlik
UnlServ Consultant
Oregon Education Association/PAT

DATE

11/01/17

Kylie Rogers
Chief Human Resources Officer
Multnomah County School District #1J

DATE

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

[2]
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 **November 15, 2017**.

NAME: ___________________  GRADE: ___________  Employee #: ___________

<table>
<thead>
<tr>
<th>DATE:</th>
<th>TIME:</th>
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Total Hours Worked: ___________________

Signature: ___________________  Date: ________________
PPS Parent-Teacher Conference Form

School: ______________________ Date: ______________________

Student: ______________________ Grade: ______________________

Parents/Guardians ______________________ Teacher/School Staff ______________________
Attending: ______________________ Attending: ______________________

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