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 2018-2019 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

Section 6.7.2 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. Section 6.7.3 states 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 2018-19 school year are scheduled to extend into the evening on November 19, 2018, and November 20, 2018. The 2018-2019 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 2018-19 school year at Rosa Parks Elementary School were scheduled to extend into the evening on August 22, 2018 and August 23, 2018. The 2018-19 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 19 and November 20 and shall receive Wednesday, November 21, 2018 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 22 and August 23 and shall receive Wednesday, November 21, 2018, 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 and fifteen (15) minutes 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 21, 2018. If PAT bargaining unit members chose not to work seven (7) hours and fifteen (15) minutes during non-contract time and submit the required log, they worked the planning day on September 21, 2018.

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  
UniServ Consultant  
Oregon Education Association/PAT

Carol Hawkins  
Sr. Director  
Employee and Labor Relations  
Multnomah County School District #1J

10/03/18  
DATE

10/3/18  
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 October 15, 2018.

NAME: ___________________  GRADE: _________  Employee # _______

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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: ____________________

Characteristics of a Successful Learner

+ Always Demonstrates V Often Demonstrates
/ Sometimes 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

O/P: P/S 16