

LETTER OF AGREEMENT

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT BETWEEN NORTH KITSAP EDUCATION ASSOCIATION AND NORTH KITSAP SCHOOL DISTRICT NO. 400.

Elementary Teacher-Librarians

In response to Letter of Agreement 2016-5, the District and Association agree as follows:

1. The role of the Teacher-Librarian supports the entire school community and goes beyond direct instruction for students. Elementary Teacher-Librarians shall be provided an average of at least 150 minutes per week per FTE for library program administration. This time shall be designated on master schedules, although Teacher-Librarians may use their program administration time flexibly at their discretion to fulfill any of their required job responsibilities, including but not limited to collection development, instructional technology support, materials management, lesson planning, and collaborating with other staff. The time shall be provided in blocks of no less than 30 minutes.
2. Consistent with the allocation of classified support in Article VII, Section 7, the scheduling of secretarial support for libraries will be done with input from Teacher-Librarians on when such time can be most helpful to support the functions of the school library.
3. If a Teacher-Librarian is part of a building-wide supervision schedule with an assignment outside the library, the library will be closed during the time the Teacher-Librarian is absent from the library (assuming classified support is not keeping the library open). Similarly, if classified support is not available during planning time, program administration time or the Teacher-Librarian's duty-free lunch, the Teacher-Librarian shall not be expected to keep the library open.

North Kitsap School District



Patty Page, Superintendent

Date

6-5-17

North Kitsap Education Association



Mike McCorkle, President

Date

6/2/17