

AEA and Auburn School District  
Memorandum of Understanding  
West Auburn High School / Alternative Learning Programs

The Auburn School District (“District”) and Auburn Education Association (“AEA”) agree to the terms of this Memorandum of Understanding “MOU” regarding West Auburn High School and Alternative Programs.

This Memorandum of Understanding will serve as the entirety of the agreement reached between the Auburn School District and Auburn Education Association. All other provisions of the collective bargaining agreement remain in full effect

West Auburn High School consists of unique programs to serve a unique population of High School students and support them toward graduations. These programs are: West Auburn HS On campus, Off Campus, Auburn Online, Virginia Cross, Grad Alliance, and Hybrid. The purpose of the Memorandum of Understanding is to address the unique concerns of these unique programs

This agreement will commence Sept. 1, 2025. The AEA and ASD teams will meet in June 2026 to discuss and review this MOU in order to make adjustments with placement in the body of the contract in August 2027.

Section 1: West Auburn On Campus “Day School” Program

A. Class Size:

1) Due to the unique nature of the workload surrounding WAHS students, class size for WAHS “Day School” classes shall be 25:1

2) Overload pay shall be \$25/student/week

B. Every effort will be made to assign no more than five (5) Students who receive services in Resource Room or Structured Learning per period to a general education classroom (except CTE which will have a remedy beginning at the arrival of the seventh (7<sup>th</sup>) student as described below; and expect secondary co-taught classes which will have a remedy beginning at the arrival of the eleventh (11<sup>th</sup>) student as described below, however the class composition must still maintain the requirements to be designated as a general education course). Class overload compensation will begin at the arrival of the fifth (5) student who receives services in Resource Room or Structured Learning as outlined in Article VI.B.1.e.2) of the AEA CBA.

Section 2: Auburn Online and Off Campus Alternative Program

A) The caseload per teacher shall be forty-five (45) students. Upon enrollment of the Forty-sixth (46) student, the teacher will be compensated \$25 per student per week.

B) The primary work location shall be off-site for teachers assigned to Auburn Online and off-campus provided that teachers remain in Washington State for payroll tax purposes and

are available for in building meetings/training. In the event building space becomes available, the parties agree to revisit this provision.

### Section 3: West Auburn Special Education

Due to the unique needs of the students at West Auburn, and the variety of how students are served and receive instruction, West Auburn shall receive staffing to support students with IEPs as follows:

- A) For each 1.0 FTE (pro-rated for partial FTE) of special education certificated staffing, West Auburn will receive six (6) hours of classified assistance.
- B) When a special education designated course meets or exceeds 15 students for a class period, the teachers shall have the option of an additional one (1) hour of classified assistance or \$25 of overload pay per week per student.

- a) The certificated teacher with an overload shall be entitled to receive the following compensation:

26-27 students	\$18 per day
28-29 students	\$36 per day
30-31 students	\$54 per day
32 students	\$18 times the number of students above 25 per day

- C) At (28) IEPs, a 1.0 FTE certificated special education teacher will be hired.
- D) Curriculum: The District will provide access to curriculum/turn on permissions to allow Special Education teachers to access content to meet student IEP Goals

### Section 4: Hybrid Alternative Program

- A) Study skills: Certificated teachers who are required to teach study skills to students from the day-school and hybrid courses simultaneously, will receive overload pay of \$25 per student per week upon the arrival of the eighth 8th day school study skills student assigned to the course.
- B) Hybrid Caseload: Each certificated teacher in the Hybrid Program will have a caseload of thirty (30). Upon the arrival of the thirty-first (31st) student, certificated teachers will receive overload compensation at \$25 per student per week.

- C) Hybrid Class Size: Each period of hybrid instruction shall have no more than 15 Hybrid students. Should this class size be exceeded, the teacher will receive overload pay of \$25 per student per week upon the arrival of the sixteenth (16th) hybrid student assigned to the course.
- D) Every effort will be made to assign no more than five (5) Students who receive services in Resource Room or Structured Learning per period to a general education classroom (except CTE which will have a remedy beginning at the arrival of the seventh (7th) student as described below; and expect secondary co-taught classes which will have a remedy beginning at the arrival of the eleventh (11<sup>th</sup>) student as described below, however the class composition must still maintain the requirements to be designated as a general education course). Class overload compensation will begin at the arrival of the fifth (5) student who receives services in Resource Room or Structured Learning as outlined in Article VI.B.1.e.2) of the AEA CBA.

#### Section 5: Virginia Cross Alternative Program

ASD and AEA agree that the provisions of the Certificated Bargaining Agreement shall prevail.

#### Section 6: Class Coverage for Auburn Online and Off-Campus Alternatives

- A) Staff who are absent with no substitute available, staff who are assigned to cover classes will be paid according to the following matrix:
  - a) Full Day Coverage:
    - i) Number of hours/minutes for regularly scheduled Google Meet coverage and Google Meet appointments made to meet the need of a student or family One and a half (1.5) hours to monitor progress, grade assignments, unlock tests and answer questions
    - ii) Paid at the supervision rate of pay
  - b) Half Day:
    - i) Number of hours/minutes for regularly scheduled Google Meet coverage and Google Meet appointments made to meet the need of a student or family
    - ii) Paid at the supervision rate of pay

#### Section 7: Other provisions for all programs under this agreement

##### A) Support Personnel

- 1) In lieu of a four-hour library position and a three-hour computer position staffed by a paraeducator, West Auburn HS will be staffed with WAHS will be staffed with seven (7) hours of classified support time, to be used to meet the needs of the school in consultation with the building leadership team and the building administrator (ML, CTE, computer, etc.) and shall not be used to fulfill SPED staffing requirements.

- 2) West Auburn HS will be staffed with one (1) Health Tech.
- 3) The building leadership team will have authentic involvement in the development of the building schedule. The building schedule shall not have been predetermined prior to the authentic involvement of the building leadership team.
- 4) Should total enrollment of all programs exceed 1050, additional counselors will be added at the ratio of 350:1.

B) Certificated staff who are required to conduct intake or orientation meetings for new incoming students outside the regular work day shall be compensated at their professional rate of pay via timesheet submission monthly.

C) Department Chair stipends shall be provided for all programs operating under the WAHS/Alternative Programs umbrella. The ratio for stipend positions shall be one (1) stipend position per eight (8) certificated staff members.

D) Stipends

- 1) All counselors will receive the HS Extra Days per the CBA.

E) Any staff member who is required to complete ALE monthly progress reports for a colleague, will be compensated 1 hour at the professional rate of pay for each Monthly Progress Report completed per month

Agreed to this 23rd day of April, 2025.

Signed this 23rd day of April, 2025.

FOR THE ASSOCIATION:

FOR THE DISTRICT:



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Elaine Hogg, President  
Auburn Education Association

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Jon Young,  
Assistant Superintendent  
of Human Resources