

LETTER OF AGREEMENT
BETWEEN
CALHOUN INTERMEDIATE SCHOOL DISTRICT (DISTRICT)
AND
CALHOUN INTERMEDIATE EDUCATION ASSOCIATION, MEA/NEA (CIEA)

This letter of agreement sets forth the mutually negotiated understanding between the District and CIEA regarding the creation of Remote Work Days (RWD). The parties agree as follows:

1. The effective date of this letter of agreement is December 13, 2022, and is in effect for the duration of the 2022-2023 school year as a trial arrangement.
2. Itinerant staff members assigned to Calhoun County Local Educational Agencies (LEAs) may request an RWD to conduct educational business from an off-site location.
3. Eligible employees may request up to two (2) days per month to use for RWD. Employees may request to use RWD in half-day increments.
4. Requests for RWD must be made at least one week prior to the date requested.
5. A request may be modified or canceled should an in-person requirement come up.
6. Eligible employees must submit a plan of action for the RWD to their supervisor for approval.
7. RWD shall address the following activities in the plan of action: type of meeting(s), professional development, planning, type of paperwork.
8. RWD is the equivalent of a regular working day (minimum of 7 hours).

FOR THE CIEA:



Mike Nicholson
CIEA President

12/13/22

Date



Sandy Paesens
MEA UniServ Director

12/14/22

Date

FOR THE DISTRICT:



Jessica Clothier
Assistant Superintendent for HR

12/13/2022

Date



Joan Reeve
Assistant Superintendent, Special Education

12/13/22

Date