

MEMORANDUM OF UNDERSTANDING BETWEEN  
SALEM-KEIZER PUBLIC SCHOOLS, DISTRICT 24J

MARION COUNTY, OREGON

AND

ASSOCIATION OF SALEM-KEIZER EDUCATION SUPPORT PROFESSIONALS

**PARENT/TEACHER CONFERENCE SCHEDULE**

The following constitutes agreement between the District and the Association regarding employee schedules during parent/teacher conferences.

This is a one-time-only change in the 2010 - 2011 school year, and shall not establish any precedent, nor any change in the status quo.

The District and Association agree on the following dates and times:

**For K-5 Education Support Professionals**

11/22/10 -- 1 ½ days scheduled hours with meals and breaks as allowed by contract

11/23/10 -- 1 ½ days scheduled hours with meals and breaks as allowed by contract

11/24/10 -- No staff or students, except custodians.

**For 6-12 Education Support Professionals -- School Office Staff**

11/22/10 -- 1 ½ day scheduled hours with meals and breaks as allowed by contract for **school office staff**.

11/23/10 -- 1 ½ days scheduled hours with meals and breaks as allowed by contract for **school office staff**.

11/24/10 -- No staff or students, except custodians.

**For 6-12 Education Support Professionals -- Instructional Staff (see list below)**

(Instructional Assistants, Special Programs Instructional Assistants, Library Media Assistants, Migrant Specialists, School Based Health Assistants, Sign Language Specialists, Special Programs Employment Specialists, Career Services Specialists and Campus Monitors.)

11/22/10 -- 1 day scheduled hours with meals and breaks allowed by contract. Will work ½ day staff development and ½ day conference schedule. **Exception:** Limited-term and temporary 1:1's will only work the ½ day staff development.

11/23/10 -- 1 ½ days scheduled hours with meals and breaks as allowed by contract

11/24/10 -- No staff or students, except custodians.