COLLECTIVE BARGAINING AGREEMENT

Between

LONGVIEW SCHOOL DISTRICT NO. 122

and

LONGVIEW

EXTRACURRICULAR ASSOCIATION

September 1, 2022, through August 31, 2025

PREFACE

Employees are encouraged to contact administrators or their union officer for clarification of any part of this agreement. Good communications are an essential part of this agreement and our continued good working relationship.

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PREAMBLE

This Agreement is entered into by the Longview School District Board of Education (hereinafter referred to as the District) and the Longview Extracurricular Association (hereinafter referred to as the Association).

Employees, as referred to herein, shall mean all staff covered by this Agreement. The intent of this Agreement is to set forth and record herein the basic and full agreement between the parties on those matters pertaining to wages, hours, terms, and conditions of employment for personnel included in the bargaining unit.

ARTICLE I - ASSOCIATION RECOGNITION AND COVERAGE

Section 1.1 - Association Recognition

In response to Public Employee's Relation Commission (PERC) Decision 6650-PECB, the District recognizes the Longview Education Association as the bargaining representative for all employees included in the bargaining unit as described below:

All employees who conduct extracurricular activities in the Longview School District for which no certification is required, excluding supervisors, confidential employees, casual employees, and all other employees.

Section 1.2 - Status of Agreement

This Agreement shall supersede any rules, regulations, policies, resolutions, or practices of the District which shall be contrary to or inconsistent with its terms.

All items shall continue into effect until a successor Agreement is negotiated.

This Agreement may be reopened on any items during the term of the contract by mutual written consent of both the District and the Association.

Section 1.3 - Conformity to Law

This Agreement shall be governed and construed according to the constitution and the laws of the United States and the state of Washington. If any provisions of this Agreement or any application of this Agreement to any employee or groups of employees covered hereby shall be found contrary to law, such provision or application shall have effect only to the extent permitted by law, and all other provisions or applications of the Agreement shall continue in full force and effect.

Section 1.4 - Distribution of Contract

Within thirty (30) workdays following the ratification and signing of the Agreement, the Employer will make the contract available to all employees and administrators on the District website and provide an electronic version of the contract to the Union. The Employer and the Union will be responsible for printing whatever number of copies each party feels is sufficient for its own purposes at its own expense.

Section 1.5 - Contract Maintenance

Upon request of the Association or the District, representatives from the Association and District shall meet to discuss problems relating to interpretation or compliance with this Agreement. When a request is made, a meeting shall be scheduled to cause as little interruption of the work schedule as possible at a mutually agreed to time.

ARTICLE II - RIGHTS OF THE EMPLOYER

Section 2.1 - Customary and Usual Rights

The District retains all rights except as those rights are limited by subsequent sections of this Agreement. Nothing in this Agreement shall be construed to impair the right of the District to conduct all its business in all particulars, except as modified by the subsequent sections of this Agreement and/or the statutes of the state of Washington.

Section 2.2 - Reasonable Rules/Regulations

The right to make reasonable rules and regulations shall be considered acknowledged functions of the District. Such rules and regulations shall not be in violation of this Agreement.

ARTICLE III - RIGHTS OF THE ASSOCIATION

Section 3.1 - Posting Association Materials

The Association shall be provided with bulletin board space or sections thereof for the purpose of posting Association materials at each work site. The Association shall also have the right to use the District email, school mail and school mailboxes to distribute Association material.

Section 3.2 - Using School Facilities for Meetings

After completing and receiving approval on the appropriate district facilities usage form, the Association shall have the right to use the school facilities for meetings and school equipment when such equipment is not otherwise in use. The Association shall pay for the cost of all materials and supplies in such use and shall be responsible for the proper operation of all such equipment.

Section 3.3 - Transacting Association Business During Workday

Association representatives shall be permitted to transact Association business on school property at reasonable times, provided that such business does not disrupt the educational process or productivity of the employees of the District.

Section 3.4 - Rights of Association to Receive Employee Information

The District will send to the Association president a list of newly employed bargaining unit members showing their contact information, assignments, and/or district affiliation if any.

ARTICLE IV - ASSOCIATION DUES

Section 4.1 - Dues, Employees Exempt From Dues, Deductions, and Representation Fees

Dues will be deducted from the enrolled employee's extracurricular stipend for each activity contract and sent to the WEA Lower Columbia UNISERV Council. Dues schedules will be provided to the District by the Association annually by September 1, and the District will make a one-time dues deduction per extracurricular contract.

It is recognized that the following employees are exempt from paying dues:

- A. Certificated dues-paying WEA members
- B. Classified dues-paying WEA members
- C. Classified or certificated WEA agency fee payers

ARTICLE V - EMPLOYEE RIGHTS

Section 5.1 - Rights Against Discrimination

Pursuant to the rights, duties, and remedies of RCW 41.56, the District hereby agrees that every employee shall have the right to join and support the Association. The District agrees that it will not discriminate against any employee because of membership in the Association. The District agrees that it will not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights confirmed by the Agreement and that it will not discriminate against any employee with respect to hours, wages, or conditions of employment by reason of his/her membership in the Association, his/her participation in any activities of the Association or negotiations with the District, or his/her institution of any complaint proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.

Section 5.2 - Due Process

No employee shall be disciplined without just cause. The specific grounds forming the basis for disciplinary action at all stages beyond the verbal warning or verbal reprimand step will be made available to the employee and the Association in writing upon request.

An employee shall be entitled to have a representative of the Association during any meeting which might reasonably be expected to lead to disciplinary action. When a request for such representation is made, no meeting shall continue or shall any action be taken with respect to the employee until such representative of the Association is present.

The District agrees to follow a policy of progressive discipline in any disciplinary action. Disciplinary action taken against employees shall be appropriate to the behavior which precipitates such action.

Normally, discipline will be administered progressively, starting with a verbal warning and progressing through a written reprimand, suspension, and finally, discharge. It is recognized that some offenses may be serious enough to warrant the abridgment of this progression, and may result in immediate reprimand, suspension, or discharge without having gone through the previous steps. This paragraph in no way bars the Association from representing its members.

Any complaint made against an employee will be promptly called to the attention of the employee. Any complaint not called to the attention of the employee may not be used as a basis for any disciplinary action against the employee.

Section 5.3 - Right to Inspect Personnel File

Employees shall have the right to inspect all contents of their complete personnel file. The employee may make such a request to schedule a time to review the material at the District Human Resources office, and may, if he/she should so desire, to have an Association representative present while they review their individual file.

No evaluation correspondence or other material making derogatory reference to an employee's character or manner shall be kept or placed in the personnel file without the employee's signed acknowledgment or opportunity to attach his/her own comments.

Section 5.4 - Procedure for Handling Complaints

Complaints brought to the attention of an employee or to a District administrator will be resolved expeditiously and collaboratively.

ARTICLE VI - CONDITIONS OF EMPLOYMENT

Section 6.1 - Evaluation

Athletic directors will evaluate head coaches annually. The athletic director will consult with head coaches to assess the program and to assess the performance of assistant coaches. At the conclusion of the evaluation process, the athletic director will make a recommendation to the District about the job status of each coach. If a coach is not recommended for rehire to the position for the following year, he/she shall be so informed.

Section 6.2 - Vacancies

All vacancies occurring during the year shall be reported to the Association via direct email and posted in each building for a minimum of five (5) days. When the athletic director is informed of coaching allocation changes, the applicants will be notified. District employees shall have first right of consideration if they meet the posted requirements for such extracurricular positions. It is the expectation of the District and the Association that vacancies will be filled in support of the District Mission:

The mission of the Longview School District is to ensure that every student learns the skills, attitudes, and knowledge to become a responsible, productive citizen in a rapidly changing society. This will be accomplished through a partnership of students, staff, parents, and community focused on results in a supportive, caring, innovative environment with a commitment to challenge each learner to reach potential.

Section 6.3 – Conditions of Employment

Coaches who are also regular employees are expected to meet the obligations of their regular work schedules first and coaching obligations second. Coaches must attend required meetings, such as IEPs, unless alternative arrangements have been made. If a coach is unable to supervise athletes during practice and/or contests, the Athletic Director will collaborate with the coach to provide for supervision or an alternative solution.

Practices should be scheduled outside the regular workday The District supports some flexibility related to release time during non-student contact time. In addition, the District will make all reasonable efforts to schedule middle school practices and contests following the end of the regular school day.

It is recommended that coaches provide their administrators with practice/game schedules in advance.

Section 6.4 - Field Maintenance

The district grounds staff is responsible for the general field conditions during the sports season; including lining, mowing, in-ground irrigation control, and overall maintenance of the fields. Coaches may provide additional support approved by their Athletic Director. Coaches that have concerns about the field preparation and/or care should report this to the Athletic Director.

ARTICLE VII - TRAINING/INSERVICE

To the extent possible training/in-service will be paid from site activities budgets in alignment with District policy and procedures.

ARTICLE VIII - DISPUTE RESOLUTION

Section 8.1 - Dispute Resolution Process

An employee who has a complaint regarding the interpretation of an application of the Collective Bargaining Agreement should first meet with the athletic activities director to resolve the issue. If a resolution of the complaint is not reached, the employee may request to meet with the principal. If the complaint is not resolved at the principal level, the employee may request that his/her complaint be presented at the next regularly scheduled contract maintenance meeting between the bargaining representative (LEA) and the District per Section 1.5 of this Agreement. If the complaint is not resolved, the Association or District may request mediation. Costs for mediation will be borne equally by the Association and the District. Complaints brought regarding the interpretation of an application of the Agreement will be resolved expeditiously and collaboratively.

ARTICLE IX - WORKER'S COMPENSATION

Section 9.1 - Eligibility for Worker's Compensation

An employee absent from his/her extracurricular assignment as a result of injuries received resulting from employment in that assignment shall be eligible to apply for worker's compensation under provisions of WAC 296-17-920.

Any unsafe or hazardous working conditions shall be reported directly to the building administrator. If the reported condition remains unresolved, the District's safety officer may be contacted.

Section 9.2 - Hold Harmless Policy

The District shall hold harmless and defend each employee who is employed by the District from claims for damages caused, or alleged to have been caused, in whole or in part by that employee while acting within the scope of his/her duties as an employee of the District under

the provision of the District's liability policy, provided the District shall not be obligated to assume any costs of judgments held against the employee when such damages are proved to be due to the employee's willful negligence, willful violation of law, or willful criminal act as determined by a court of law.

ARTICLE X - SALARY

Section 10.1 - Salary Schedule Provisions

For the 2022-2023 School year, the rate of pay (step) will follow the Salary Schedule Appendix A

For the 2023-2024 School year, the rate of pay (step) will follow the Salary Schedule Appendix B.

Starting with the 2024-2025 School year, the rate of pay (Appendix C) is determined by the coach's completion of 30 hours of coaching education, which may include but is not limited to ASEP Coaching Principles Course, or NFHS Fundamentals of Coaching course.

- 1. Step 1 will be the rate of pay for any coach who has not yet completed the 30 hours of coaching education.
- 2. Step 2 will be the rate of pay for any coach who has completed the 30 hours of coaching education.

At the time an individual is recommended for an assignment, they will be temporarily placed on an assigned rate of pay until verification of prior experience is obtained in the District Office of Human Resources, and if an adjustment is warranted, such adjustment will be made after receipt of verification.

Types of activities that are typically qualified toward the coaching hours may include but are not limited to the following:

- WIAA Rules Clinics
- League Coaches Meetings
- Chemical Awareness Training
- Sports Psychology courses
- CPR/First Aid Training
- In-School Coaching Staffing
- WIAA/School Policy Review
- Injury prevention/rehab course
- Sport-Specificic Clinics
- Liability Training
- Coaching roundtables
- Motivation Training
- Diversity, Equity, and Inclusion Anti-Racism in Sports

Employees, upon completing their 5th year of coaching for Longview School District, will receive a 5% yearly salary stipend beginning in the 2022-2023 school year.

Section 10.2 - Duties Beyond the Regular Season

An amount equal to 0.067 of the activity stipend shall be paid to coaches involved in activities beyond the regular season. This compensation shall be for each additional week. Extra days

will be prorated. League playoffs will be considered part of the league season and do not qualify for an additional stipend.

Section 10.3 – Salary Payment

The District will provide a lump-sum payment at the end of the activity/season.

Section 10.4 - Additional Stipends

The District will pay up to 12 total hours to high school head football coaches and 8 total hours for middle school head football coaches for actual time utilized in the maintenance, care, and inventory of football helmets and other safety-related equipment. The Head Coach may elect to split the hours among other football coaches. Such pay is to be paid at the hourly rate equivalent of the individual coach.

Section 10.5- Tuition Reimbursement

Each employee will be entitled to tuition reimbursement for the costs to attend training, courses, and/or clinics pertinent to coaching on an every-other-year basis after completing the first year of coaching in Longview. Such reimbursement will not exceed \$150 per academic year. Reimbursement will be made upon the submission of the following documentation:

- Coaches Education Request Form
- Itemized receipt from the providing institution

ARTICLE XI - DURATION OF CONTRACT

This Agreement shall become effective September 1, 2022 and shall remain in effect until August 31, 2025.

Negotiations between the parties on a successor Agreement shall begin at least sixty (60) days prior to the Agreement expiration date.

For the Board Date

For the District Date

9-9-22 Date

For LEA Date

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Appendix A

ACTIVITY SALARY SCHEDULE 2022-2023 HIGH SCHOOL

GROUP A	Step 1	Step 2	Step 3	Step 4	Approximate hours
Head Basketball	6456	6671	6883	7096	250
Head Football	6456	6671	6883	7096	250
Athletic Trainer	6456	6671	6883	7096	250

GROUP B	Step 1	Step 2	Step 3	Step 4	Approximate hours
Head Baseball	5038	5250	5464	5677	200
Head Bowling	5038	5250	5464	5677	200
Athletic Cross Country	5038	5250	5464	5677	200
Head Golf	5038	5250	5464	5677	200
Head Soccer	5038	5250	5464	5677	200
Head Fastpitch	5038	5250	5464	5677	200
Head Slow Pitch	5038	5250	5464	5677	200
Head Swimming	5038	5250	5464	5677	200
Head Tennis	5038	5250	5464	5677	200
Head Track	5038	5250	5464	5677	200
Head Volleyball	5038	5250	5464	5677	200
Head Water Polo	5038	5250	5464	5677	200
Head Wrestling	5038	5250	5464	5677	200
Rally FALL	5038	5250	5464	5677	200
Rally WINTER	5038	5250	5464	5677	200
Yearbook-after school, no classroom time	5038	5250	5464	5677	200

GROUP C	Step 1	Step 2	Step 3	Step 4	Approximate hours
Asst. Basketball	4115	4328	4541	4754	250
Asst. Football	4115	4328	4541	4754	250

ACTIVITY SALARY SCHEDULE 2022-2023 HIGH SCHOOL

GROUP D	Step 1	Step 2	Step 3	Step 4	Approximate hours
Asst. Baseball	3190	3408	3619	3830	200
Asst. Soccer	3190	3408	3619	3830	200
Asst. Fastpitch	3190	3408	3619	3830	200
Asst. Slow Pitch	3190	3408	3619	3830	200
Asst. Swimming	3190	3408	3619	3830	200
Asst. Tennis	3190	3408	3619	3830	200
Asst. Track	3190	3408	3619	3830	200
Asst. Volleyball	3190	3408	3619	3830	200
Asst. Water Polo	3190	3408	3619	3830	200
Asst. Wrestling	3190	3408	3619	3830	200
Drill Team	3190	3408	3619	3830	200
Asst. Cross Country	3190	3408	3619	3830	200
Asst. Golf	3190	3408	3619	3830	200

GROUP E

Asst. Drama, FALL Musical	2413
Stage Manager	1489
Pep Club	1205
PA Coordinator	781
Asst. Drama, WINTER	1845
Asst. Drama, SPRING	1845
Choreographer	1845
Rehearsal Accompanist	1845

ACTIVITY SALARY SCHEDULE 2022-2023 MIDDLE SCHOOL

MIDDLE SCHOOL HEAD COACH

GROUP F	Step 1	Step 2	Step 3	Step 4	Approximate hours
Head Basketball	3407	3619	3830	4045	150
Head Bowling	3407	3619	3830	4045	150
Head Cross Country	3407	3619	3830	4045	150
Head Football	3407	3619	3830	4045	150
Head Soccer	3407	3619	3830	4045	150
Head Track	3407	3619	3830	4045	150
Head Volleyball	3407	3619	3830	4045	150
Head Wrestling	3407	3619	3830	4045	150

MIDDLE SCHOOL ASSISTANT COACH

GROUP G	Step 1	Step 2	Step 3	Step4	Approximate hours
Asst. Basketball	2342	2555	2767	2981	120
Asst. Bowling	2342	2555	2767	2981	120
Asst. Cross Country	2342	2555	2767	2981	120
Asst. Football	2342	2555	2767	2981	120
Asst. Soccer	2342	2555	2767	2981	120
Asst. Track	2342	2555	2767	2981	120
Asst. Volleyball	2342	2555	2767	2981	120
Asst. Wrestling	2342	2555	2767	2981	120

Appendix B

ACTIVITY SALARY SCHEDULE 2023-2024 HIGH SCHOOL

GROUP A	Step 1	Step 2	Step 3	Approximate hours
Head Basketball	6804	7021	7238	250
Head Football	6804	7021	7238	250
AthleticTrainer	6804	7021	7238	250

GROUP B	Step 1	Step 2	Step 3	Approximate hours
Head Baseball	5355	5573	5791	200
Head Bowling	5355	5573	5791	200
Athletic Cross Country	5355	5573	5791	200
Head Golf	5355	5573	5791	200
Head Soccer	5355	5573	5791	200
Head Fastpitch	5355	5573	5791	200
Head Slow Pitch	5355	5573	5791	200
Head Swimming	5355	5573	5791	200
Head Tennis	5355	5573	5791	200
Head Track	5355	5573	5791	200
Head Volleyball	5355	5573	5791	200
Head Water Polo	5355	5573	5791	200
Head Wrestling	5355	5573	5791	200
Rally FALL	5355	5573	5791	200
Rally WINTER	5355	5573	5791	200
Yearbook-after school, no classroom time	5355	5573	5791	200

GROUP C	Step 1	Step 2	Step 3	Approximate hours
Asst. Basketball	4415	4632	4849	250
Asst. Football	4415	4632	4849	250

ACTIVITY SALARY SCHEDULE 2023-2024 HIGH SCHOOL

GROUP D	Step 1	Step 2	Step 3	Approximate hours
Asst. Baseball	3476	3691	3907	200
Asst. Soccer	3476	3691	3907	200
Asst. Fastpitch	3476	3691	3907	200
Asst. Slow Pitch	3476	3691	3907	200
Asst. Swimming	3476	3691	3907	200
Asst. Tennis	3476	3691	3907	200
Asst. Track	3476	3691	3907	200
Asst. Volleyball	3476	3691	3907	200
Asst. Water Polo	3476	3691	3907	200
Asst. Wrestling	3476	3691	3907	200
Drill Team	3476	3691	3907	200
Asst. Cross Country	3476	3691	3907	200
Asst. Golf	3476	3691	3907	200

GROUP E

Asst. Drama, FALL Musical	2461
Stage Manager	1519
Pep Club	1229
PA Coordinator	797
Asst. Drama, WINTER	1882
Asst. Drama, SPRING	1882
Choreographer	1882
Rehearsal Accompanist	1882

ACTIVITY SALARY SCHEDULE 2023-2024 MIDDLE SCHOOL

MIDDLE SCHOOL HEAD COACH

GROUP F	Step 1	Step 2	Step 3	Approximate hours
Head Basketball	3691	3907	4126	150
Head Bowling	3691	3907	4126	150
Head Cross Country	3691	3907	4126	150
Head Football	3691	3907	4126	150
Head Soccer	3691	3907	4126	150
Head Track	3691	3907	4126	150
Head Volleyball	3691	3907	4126	150
Head Wrestling	3691	3907	4126	150

MIDDLE SCHOOL ASSISTANT COACH

GROUP G	Step 1	Step 2	Step 3	Approximate hours
Asst. Basketball	2606	2822	3041	120
Asst. Bowling	2606	2822	3041	120
Asst. Cross Country	2606	2822	3041	120
Asst. Football	2606	2822	3041	120
Asst. Soccer	2606	2822	3041	120
Asst. Track	2606	2822	3041	120
Asst. Volleyball	2606	2822	3041	120
Asst. Wrestling	2606	2822	3041	120

Appendix C

ACTIVITY SALARY SCHEDULE 2024-2025 HIGH SCHOOL

GROUP A	Step 1	Step 2	Approximate hours
Head Basketball	6940	7383	250
Head Football	6940	7383	250
Athletic Trainer	6940	7383	250

GROUP B	Step 1	Step 2	Approximate hours
Head Baseball	5462	5907	200
Head Bowling	5462	5907	200
Athletic Cross Country	5462	5907	200
Head Golf	5462	5907	200
Head Soccer	5462	5907	200
Head Fastpitch	5462	5907	200
Head Slow Pitch	5462	5907	200
Head Swimming	5462	5907	200
Head Tennis	5462	5907	200
Head Track	5462	5907	200
Head Volleyball	5462	5907	200
Head Water Polo	5462	5907	200
Head Wrestling	5462	5907	200
Rally FALL	5462	5907	200
Rally WINTER	5462	5907	200
Yearbook-after school, no classroom time	5462	5907	200

GROUP C	Step 1	Step 2	Approximate hours
Asst. Basketball	4503	4946	250
Asst. Football	4503	4946	250

ACTIVITY SALARY SCHEDULE 2024-2025 HIGH SCHOOL

GROUP D	Step 1	Step 2	Approximate hours
Asst. Baseball	3546	3985	200
Asst. Soccer	3546	3985	200
Asst. Fastpitch	3546	3985	200
Asst. Slow Pitch	3546	3985	200
Asst. Swimming	3546	3985	200
Asst. Tennis	3546	3985	200
Asst. Track	3546	3985	200
Asst. Volleyball	3546	3985	200
Asst. Water Polo	3546	3985	200
Asst. Wrestling	3546	3985	200
Drill Team	3546	3985	200
Asst. Cross Country	3546	3985	200
Asst. Golf	3546	3985	200

GROUP E

Asst. Drama, FALL Musical	2510
Stage Manager	1549
Pep Club	1254
PA Coordinator	813
Asst. Drama, WINTER	1920
Asst. Drama, SPRING	1920
Choreographer	1920
Rehearsal Accompanist	1920

ACTIVITY SALARY SCHEDULE 2024-2025 MIDDLE SCHOOL

MIDDLE SCHOOL HEAD COACH

GROUP F	Step 1	Step 2	Approximate hours
Head Basketball	3765	4209	150
Head Bowling	3765	4209	150
Head Cross Country	3765	4209	150
Head Football	3765	4209	150
Head Soccer	3765	4209	150
Head Track	3765	4209	150
Head Volleyball	3765	4209	150
Head Wrestling	3765	4209	150

MIDDLE SCHOOL ASSISTANT COACH

GROUP G	Step 1	Step 2	Approximate hours
Asst. Basketball	2658	3102	120
Asst. Bowling	2658	3102	120
Asst. Cross Country	2658	3102	120
Asst. Football	2658	3102	120
Asst. Soccer	2658	3102	120
Asst. Track	2658	3102	120
Asst. Volleyball	2658	3102	120
Asst. Wrestling	2658	3102	120