

**MEMORANDUM OF UNDERSTANDING**  
**between the**  
**ISSAQUAH EDUCATION ASSOCIATION**  
**and the**  
**ISSAQUAH SCHOOL DISTRICT**  
**COVID Recovery Processes School Year 2021-2022**

Final TA 8-17-21@ 4:37pm

Recovery Services IEP MEETINGS:

The following memorandum of understanding is made and entered into between the Issaquah School District (ISD) and the Issaquah Education Association (IEA) in order for certificated staff required by the directions from OSPI for recovery services as outlined in [\[Recovery Services\]](#) to prepare and hold recovery services meetings for every student with documented disabilities in the ISD.

Training for the recovery services process will be provided in the 8/23/21 special services workshop, as well as follow up trainings through the special services monthly PLC meetings. A hotline will be offered during work hours for questions and concerns related to Recovery Service Plans. The District will determine the hours and who answers the phone.

In accordance with the directives, staff should offer a meeting time to parents by Friday 10/1/21 (contact with parents and suggest a meeting date) and unless a delay is requested by the parent, all meetings will occur before December 3, 2021.

The parties recognize that recovery services are required by OSPI special services department to address the impact of COVID – 19 and extended school closures on student learning, and this work is eligible under the ESSR – III funding.

The parties agree that staff who evaluate data, participate in the Recovery Services IEP meeting and document the recovery services plan will be compensated at the following rates based on their role in the meeting.

- Case managers will be paid four (4) hours of pay at the per diem rate for recovery plans written for students with more than one academic service area. Case managers will be paid two (2) hours of pay at the diem rate for recovery plans written for students with one academic service area.
- Case managers in the ACT program and in the ECE program will prioritize their Recovery Services meetings to fall on Wednesdays and will receive two (2) hours of pay at the per diem rate for recovery plans written for students.
- Related service providers will be paid 1.5 hours of pay at the per diem rate.
- Other certificated staff who contribute to the development of the recovery services plan will be paid for any portion of the IEP Recovery Services meeting that falls outside the contract day at the per diem rate per the existing CBA.
- Whenever possible, secondary building principals shall prioritize the scheduling of the four (4) of the seven (7) Wednesdays for IEP Recovery Service meetings to occur on or before December 1<sup>st</sup>. The remaining three (3) Wednesdays will be prioritized for Annual IEP Team meetings.

If a follow-up meeting to the initial Recovery Services meeting occurs, the IEP team members will be paid for the duration of the IEP Recovery Services meeting that falls outside the contract day at the per diem rate

If feasible the District will provide a sub to the IEP Team (special education and general education staff) to hold Recovery Services meetings during the student day.

The parties agree this MOU will expire on August 2022.

Agreed to this 17 day of      August     , 2021.

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Donna Hood  
Assistant Superintendent of Human Resources

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Derona Burkholder  
IEA Lead Bargainer

