



2020-21 Employee Handbook Annual Review Update #1

August, 2019

Background

This summer, representatives from MTI and the MMSD will begin to meet in the annual **Employee Handbook Review/Revision** process outlined in Section 18 of the Employee Handbook to discuss potential changes to the Employee Handbook for the **2020-21 school year**. Various **work groups** comprised of MMSD and MTI appointed representatives will be meeting, with a goal of advancing recommended revisions for consideration by the joint MTI-MMSD **Handbook Review Committee** to forward to the Superintendent and Board of Education for consideration later this fall.

Employee Handbook Review:

Based on feedback from MTI members and member leaders, the following issues have been identified for discussion as part of the 2019-20 Annual Review of the Employee Handbook.

- **Teacher Planning time** continues to be a priority, including sufficient time for special education teachers, protected time for elementary teachers, and defined time for middle and high school teachers to plan and prepare;
- **Shared leadership**, including SBLT selection process and scope, School-based Collaborative Problem Solving (CPS), Employee Handbook Work and extended employment pay and shared leadership as it relates to Community Schools;
- **Addressing the substitute teacher shortage and insufficient staffing** including, substitute teacher benefit issues (sick days, health insurance); substitute teacher pay incentives; and exploring sufficient building-based staff to provide projected substitute coverage.
- **Continuing to address ESEA Issues** including a review of the ESEA salary schedules and step/longevity structure; the exploration of paid time-off for non-work days during spring/winter break; summer school and other summer employment options for 9-month employees; and a review of the career ladder and compensation plan for Technical Staff.
- **Special Education Issues**, including sufficient planning time and staffing.
- **District support for provisionally licensed staff (Bilingual and CC)** and other incentives for hard-to-fill positions
- **Paid Snow Days for All Staff** when schools are closed due to inclement weather
- **Time Off Following Assault by Student/Staff Injury**

MTI is currently in the process of selecting MTI member representatives to populate the various work groups who will commence working on these issues later this summer and early fall.

All MTI members will receive regular updates as these discussions progress.