

## **Richmond SIG Retention and Participation Incentive**

The Association of Salem Keizer Education Support Professionals (ASK ESP) and the Salem Keizer Education Association (SKEA) and the Salem-Keizer School District (District) agree to the following terms and items for payment of a retention incentive from SIG funds, to employees employed at Richmond Elementary School under the following conditions:

- Educational Support Professionals and Licensed staff members that are actively employed at the onset of this MOU and return to employment for the 2017-2018 school year (SIG Year 3), 2018-2019 school year (SIG Year 4), and the 2019-2020 (SIG Year 5).

### **AND participate in the following:**

#### *SIG Activities:*

- Participate in 75% of total SIG activities, as described below:
  - Summer Training days in 2018, and in subsequent SIG years, if SIG funds are available (if employed at Richmond and invited to attend when they occur)
  - Parent Involvement Activities during non-school contact hours. (Events will occur in SIG years 2017-2018, 2018-2019, and 2019-2020)
  - Professional Development Opportunities (which occur every week during the workday on paid time.)

**If during the duration of this MOU, established Richmond ES staff are administratively transferred, staff shall receive a prorated incentive as indicated below based on their actual FTE at the onset of this MOU and their employment status at Richmond ES.**

#### *SIG Incentives:*

- Educational Support Professionals (ESPs) will qualify for a retention incentive, ESPs incentive is up to \$800 (year 3) \$600 (year 4) and \$400 (year 5), paid on a prorated basis based on actual FTE. Incentives are subject to tax withholdings.
- Licensed staff incentive will be up to \$1000, (year 3) \$800 (year 4) and \$600 (year 5), paid on a prorated basis based on actual FTE.
- Payment of this incentive will be made in the September payroll each year.

#### *SIG Course Reimbursement:*

- A pooled amount of \$5000 (per year) total will be available as course reimbursement for Licensed and ESP staff.

- Classes for ESPs must be pre-approved and aligned to the school's Comprehensive Achievement Plan or college credit related to the Plan.
- The Principal will determine which classes qualify under the CAP.
- Classes may be taken in Year 3, Year 4, and Year 5 of the SIG grant. Staff should apply for both the regular tuition reimbursement program and submit a request for the SIG grant funds. Staff will be eligible for both sources of reimbursement, depending on availability of funds from each source. Requests to use SIG grant funds for tuition reimbursement will be approved on a first come first serve basis up to the pooled amount of \$7500 per year.
- Staff will qualify for SIG course reimbursement for up to \$500.00 per person.

This agreement supersedes all prior agreements made related to the SIG Grant.

Rita Glass                      6-13-18  
 For ASK ESP                      Date

Windy Hemitt                      6-20-18  
 For SKEA                      Date

John Beight                      6/13/18  
 For the District                      Date

Bonney Dietrich                      5-21-18  
 For Richmond Elementary School  
 Bonney Dietrich