

June 4, 2018

Preface

*During the 2017 teacher contract negotiations, the School Board learned that the teachers at Pond Cove Elementary School lacked sufficient planning time, which impacted their ability to be their absolute best in the classroom. During the 2017-2018 school year, resources and staff were increased at Pond Cove so that teachers had more time to plan. Additionally, the Board and the Cape Elizabeth Education Association agreed during bargaining to include a side letter that stated: "The Cape Elizabeth Education Association and the School Board recognize the importance of planning time in supporting student learning. The School Board will develop a policy providing for teacher planning time in the schools which will be presented for Board action by March 31, 2018. The Board acknowledges its obligation to afford the Association the opportunity to meet and consult with the Board with respect to the development of the policy and any changes thereto, and to negotiate the impact of the policy and any changes thereto on mandatory subjects of bargaining."*

*Since the Board's 2017-18 budget provided the necessary support staff and resources, teachers at Pond Cove now have the planning time that helps guide their instruction to optimize student learning. From the beginning of the 2017-18 school year, the Board, the superintendent and the Association have worked in good faith to come up with a policy that is satisfactory to all parties involved. In lieu of a policy, the Board and Association agree to the following letter of intent:*

Letter of Intent for Cape Elizabeth Schools

The School Board recognizes planning time as vital to preparing instruction for optimal student learning. To that end, there must be adequate staffing and appropriate scheduling in each building to support consistent and sufficient planning time during the school day. The Board wishes teachers to be successful in the classroom and to ensure optimal student learning, and thus aims for adequate staffing levels to support planning time, and encourages building administrators and teachers to work collaboratively to build a suitable schedule that provides sufficient planning time.

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CEEAA President

Date

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Chairperson of School Board

Date