

AGREEMENT

between

EDMONDS SCHOOL DISTRICT NO. 15

and

**COACHES ASSOCIATION/
EDMONDS EDUCATION ASSOCIATION**

July 1, 2014

through

June 30, 2017

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Collective Bargaining Agreement
between
Edmonds School District No. 15
and
**Coaches Association/
Edmonds Education Association**

July 1, 2014 through June 30, 2017

ARTICLE 1 — PREAMBLE

- 1.1 This Collective Bargaining Agreement, hereinafter referred to as the "Agreement," is made and entered into by and between Edmonds School District No. 15, Snohomish County, Washington, hereinafter referred to as the "District," and Edmonds Education Association/Coaches Association and its affiliates, Washington Education Association and National Education Association, hereinafter referred to as the "Association."
- 1.2 WHEREAS, the parties, pursuant to RCW 41.56, Public Employees' Collective Bargaining Act, have reached certain agreements on wages, hours, and terms and conditions of employment, which they desire to confirm in this document, in consideration of the following covenants, it is hereby agreed as follows:

ARTICLE 2 — RECOGNITION

- 2.1 The District recognizes the Association as the exclusive bargaining representative of all employees holding positions listed in Appendix A. All terms and conditions of this Agreement apply to all employees unless specifically stated otherwise.

ARTICLE 3 — DEFINITIONS

- 3.1 Employee: An individual who is a member of this bargaining unit as listed in Appendix A of this Agreement.
- 3.2 Days: Unless otherwise noted, "day," "days," refers to days in which school is in session and is exclusive of weekends, holidays and vacations or school breaks. During the period following the last school day in June and the first school work day in September, the term "day" shall mean week day.
- 3.3 Washington Interscholastic Activities Association (WIAA): The governing body for interscholastic athletics and activities in the State of Washington, Edmonds is a voluntary member of WIAA.
- 3.4 Year: Unless otherwise noted, "year" refers to the period from September 1 through August 31.

ARTICLE 4 — JOB REQUIREMENTS AND EXPECTATIONS

- 4.1 All employees shall be required to meet the WIAA Coaching certification standards and shall hold a valid First Aid/CPR card and any other license or certification required by specific rule or law for the position. For newly hired employees, the District Athletic Director will waive this requirement provided the employee is enrolled in a First Aid/CPR class and obtains a First Aid/CPR card within 21 days of hire, or prior to the first day of turnouts.
- 4.1.1 Returning employees who do not have a current, valid First Aid/CPR card shall not be allowed to coach and will have their stipend reduced accordingly on a pro-rated basis until they comply with this requirement.
- 4.1.2 Employees expected to transport students to and from an authorized event, as deemed necessary by the District Athletic Director, shall submit the following paperwork: Copy of a valid driver's license, copy of current FA/CPR, copy of proof of insurance and driving abstract request form. If an employee has concerns about performing the duties associated with transporting students, a meeting will be scheduled between the employee and the building athletic director to develop a mutually agreed upon plan to address the concern. If an agreement cannot be reached at the building level, a meeting may be scheduled with the District Athletic Director and an Association representative.
- 4.1.3 The District will gather and pay for all coach's annual driving abstracts as necessary. All documentation of a coach's eligibility to transport students will be kept in District records either by the building or District AD.
- 4.2 Further requirements and expectations for employees shall be those contained in the District's Secondary School Athletic Policy Handbook, as revised. Each coach will receive an up to date copy of the Secondary School Athletic Policy Handbook prior to the beginning of the athletic season either electronically or by hard copy.
- 4.3 The District and the Coach's Bargaining Unit agree that decisions regarding job requirements and expectations will occur in a positive climate, and in an inclusive organization that invites and facilitates participation by those affected by the decision or action.
- 4.4 Coaches are to follow normal district procedures for cell phone reimbursement. Coaches may submit a cell phone bill with all applicable charges itemized (See Athletic Department Policy Handbook). Applicable charges are conversations/communication based on the requirements of that particular sport. An alternative choice, in lieu of submitting an itemized bill to the District, is to write off cell phone charges as a "business expense."

ARTICLE 5 — EMPLOYMENT CONDITIONS

- 5.1 Coaching positions shall be filled at the discretion of the District, subject to the following conditions:
- a. The District may maintain a pool of qualified applicants from which vacancies may be filled.
 - b. Head coaching vacancies shall be posted if no suitable pool of candidates exists, provided this condition may be waived if there is less than twenty (20) days between the occurrence of the vacancy and the beginning of season.
 - c. Head coaches shall be involved in the selection of their assistants, where practicable.
- 5.2 Each employee shall be issued a Contract of Employment, if he/she is not otherwise employed by the District; or a Coaching Assignment Notice, if he/she is currently employed by the District.
- 5.3 Coaching assignments shall be for one year only. Employees shall be evaluated on forms contained in Appendix A and receive notice (Coaching Notification) of the status of their assignment for each sport coached for the following year no later than:
1. Fall: 30 Days after Winter Break
 2. Winter: 30 Days after Spring Break
 3. Spring: June 30th.
- The Coaching Notification may be rescinded by the District if one or more of the following instances occur before the end of the traditional school calendar year:
1. Investigation and resulting determination of a change in the coach's good standing.
 2. District determination of insufficient funding to drive the coaching position.
- 5.4 Employees otherwise employed by the District in a position eligible for payment of overtime (hourly employees) shall be paid the appropriate hourly rate contained in Appendix A for hours worked up to the maximum pre-approved number of hours for the assignment. All other employees (stipended employees) shall receive the appropriate stipend contained in Appendix A, which shall constitute the total compensation for the assignment exclusive of post-season pay.
- 5.5 Stipended employees shall be paid in equal monthly installments over the duration of the season.
- 5.5.1 Stipended employees who are employed by the District on a regular basis in another capacity may elect to be paid in equal monthly installments over the course of the year. Employees who elect to do so shall submit an election form by September 15 or within twenty (20) days of initial employment or notification of coaching assignment, whichever is later.

- 5.6 Hourly employees shall submit monthly timesheets reflecting hours worked in accordance with District procedures. Hourly employees shall not exceed the approved number for the assignment without prior approval from the District Athletic Director.
- 5.7 Short-term Absences. Employees who are absent due to illness, injury, jury duty or other circumstances beyond the employees' control must notify the appropriate building administrator at his/her site as soon as is reasonably possible. Stipended employees who are absent five (5) days or less for any of the reasons above, shall not have their stipend reduced as a result of the absence, but will be expected to make up the time lost. Stipended employees absent longer than five (5) days shall make alternative arrangements with the building administrator who will consult with the head coach and District's Athletic Director to complete their employment obligation. Absences for any other reasons must be approved by the designated site administrator in advance of the absence.
- 5.8 Post Season Coaching Pay: Employees will be eligible for post-season pay for work that occurs outside the contract of employment as defined annually by the District Athletic Director. Post-season will become effective on the Sunday following the end of regular season competition play. Employees shall be paid for post-season play in accordance with Appendix B.
- 5.8.1 Annually, the District and the Association shall mutually agree on the dates that apply in 5.8 above.
- 5.8.2 Post Season Coaching Pay for Hourly Employees. There will be no additional pay for post-season practice and/or competition that occurs during an employee's workday for which he/she is otherwise compensated by the District. Post-season pay will be applicable for time spent in actual practice, competition or direct supervision of students. Maximum approved number of hours for a post-season practice session shall be two and one-half (2 ½) hours.
- 5.9 Flexible Staffing. To ensure that all sports receive additional staff resources on an equitable basis, the District shall apply the Flexible Staffing Procedure contained in the Secondary School Athletic Policy Handbook. The District shall review and establish thresholds for flexible staffing on an annual basis, in consultation with the Association.
- 5.10 Mileage Reimbursement. The District will reimburse employees for mileage at the IRS approved rate when employees are required to operate their personal vehicles in instances where District transportation is normally provided, or when such reimbursement is pre-authorized by the District Athletic Director. The District will reimburse mileage from school to contest and back to school per state guidelines. Coaches are encouraged to carpool.
- 5.11 Head Coaches will attend District Pre-Season meetings. Compensation is built into their overall stipend hours. Assistant Coaches will attend District Pre-Season meetings. As of 07-08, the District will add a total of two (2) hours to the Assistant Coach's overall stipend to support their attendance at Pre-Season meetings. These two hours shall be in addition to midpoint level.
- 5.12 Newly hired head high school coaches with fewer than three years of coaching experience in WESCO, who coach baseball, basketball, softball, football, soccer, volleyball, or wrestling, will be assigned a coach mentor from a pre-approved pool of mentors as agreed upon by the District Athletic Director and Association. Said mentor will meet with mentee prior to his/her season start

and again post season. The mentor will also be available for consultation during the season; however, the expectation of total assignment time shall not exceed 4 hours. Mentors will be paid \$100.00 per assignment after the post-season meeting. Mentorship will be continued into the second year, unless otherwise agreed upon by the coach and the building Athletic Director.

- 5.13 A district coaching stipend, alone, does not make a coach eligible for participation in a retirement plan with the Edmonds School District.
- 5.14 The Association and District will work to create a survey to be taken by the coaches in each building and to be used by the building administrator in his/her evaluation of the Building Athletic Director. The survey will be completed and ready for use by the end of the 2014 fall sports season. Middle school coach surveys will be collected by the District Athletic Director.

ARTICLE 6 — MANAGEMENT RIGHTS

- 6.1 The District's Board of Directors and its agents are legally responsible for the management of the District. Reserved to the District, therefore, is the exclusive authority to manage, determine, and operate the educational program and staff, subject to this Agreement. Except as specifically and expressly covered and controlled by the language of this Agreement or federal or state laws and/or regulations, all matters relating to program, facilities, budget, personnel and staffing, including the establishment, change, combination or elimination of positions or program, shall be determined and administered by the District through such policies, procedures, and practices as it may select. This statement of District authority shall be deemed the equivalent of detailed enumeration of all respects in which such authority may properly be exercised.
- 6.2 It is expressly agreed by the Association that the enumeration of District rights in this Article shall not be deemed to exclude other District rights not specifically enumerated above.

ARTICLE 7 — ASSOCIATION RIGHTS

- 7.1 The Association shall have the right to use District buildings for meetings to transact Association business in accordance with District policies, procedures, rules, and regulations governing the public use of buildings.
- 7.2 The Association shall have the right to use designated bulletin boards and employee mailboxes for communications with employees.
- 7.3 The Association shall have the right to designate up to four (4) employees, who shall be released from other District assigned duties for the purposes of bargaining with the District at mutually agreed upon times.
- 7.4 The Association may designate employees to be released from other District assigned duties for purposes of conducting Association business provided that the Association reimburses the District for the cost of substitutes.

- 7.5 In the event of a non-emergency school closure, the District and the Association will meet to discuss the impact of such closure on athletic activities.
- 7.6 Coaches Association Enrollment forms will be provided to all coaches at their pre-season building coach's meeting.

ARTICLE 8 — EMPLOYEE RIGHTS AND RESPONSIBILITIES

- 8.1 The rights granted to employees hereunder shall be in addition to those provided elsewhere.
- 8.2 The District recognizes the right of employees to join, support, and assist the Association for the purposes of engaging in collective bargaining and shall have the right to refrain from any and all such activities.
- 8.3 Employees will be treated with respect and dignity and will treat each other that way. Students, parents and community members will be treated with respect and dignity. The obligations of law related to non-discrimination will be met by all employees and students. The District shall not engage in discrimination of any kind that infringes on the civil or human rights of employees.
- 8.4 Employee(s) will not be adversely affected through disciplinary action or non-renewal without due process, which includes notice of the complaint and identification of the complainant(s), a fair investigation, and the ability for the employee to present evidence on his/her behalf.
- 8.5 Any material or complaint not shown to an employee or a copy provided the employee within ten (10) days of receipt shall not be used in evidence in any disciplinary action or have any adverse affect against the employee.
- 8.6 Coaches will be advised of their right to union representation at any meeting with an administrator that could reasonably result in an investigation or disciplinary action. When a request for such representation is made and an association representative is not available, any meeting will be postponed, up to five (5) days, to accord an opportunity for a representative to be present.
- 8.7 Any District administrator who receives a patron complaint about an employee or specific school athletic program shall request that the patron first discuss the complaint at the building level. The building athletic coordinator/director and the employee shall be notified of the concern. A meeting will be scheduled at the building level involving the employee, the athletic building coordinator/director, and/or the building administrator, if necessary.
 - 8.7.1 If there is a continuing concern, a meeting shall be scheduled with representation from the District Athletic Director, the employee, a building administrator, and the appropriate Assistant Superintendent. A written report will be submitted to the Assistant Superintendent and copies distributed to those involved.
 - 8.7.2 Further appeal shall be to the Superintendent.

- 8.8 A building administrator or designee may maintain an information file at the worksite for employees assigned to coach at that building. Further, the District's Athletic Department shall maintain information files on all employees subject to the following conditions:
- a. It shall be available to review by the employee in the presence of a building administrator or designee;
 - b. It shall be maintained separately from any other information file that may exist as a result of the individual's employment in another position with the District;
 - c. Any material or complaint not shown to an employee or a copy provided the employee within ten (10) days of receipt shall not be maintained in any employee file either at the worksite or at the District's Athletic Department.
 - d. After three (3) years, at the request of the employee, materials shall be removed provided that no record of subsequent related incidents occurred during that period; provided that any such material may be retained for an additional two (2) years in a separate file in the Human Resources Division if the material involves one (1) or more of the following:
 - Sexual abuse or sexual harassment of students or other persons.
 - Sexual contact with students.
 - Violence, unnecessary use of force, or physical abuse directed at students or other persons.
 - Racial, ethnic or sexual slurs.
 - Improper off-duty conduct involving students.

ARTICLE 9 — LIABILITY INSURANCE BENEFITS

- 9.1 The District shall provide insurance for the protection of employees pursuant to RCW 28A.400.370, which states in part, "Mandatory Insurance Coverage for employees shall provide insurance protection covering employees while engaged in the maintenance of order and discipline and the protection of school personnel and students and the property thereof when that is deemed necessary by such employees. Such insurance protection must include as a minimum, liability insurance covering injury to persons and property, and insurance protecting those employees from loss or damage of their personal property incurred while so engaged."

ARTICLE 10 — GRIEVANCE PROCEDURES

- 10.1 A grievance is a claim by an employee or a group of employees that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement which directly affects that employee or a group of employees, respectively, and may be processed as a grievance as hereinafter provided.
- 10.2 In the event that a grievant believes there is a basis for a grievance, the employee may first discuss the alleged grievance with the immediate supervisor either personally or accompanied by an Association representative. If the grievance is not thus resolved, formal grievance procedures may be instituted. However, the exhaustion of the informal procedure is not a condition precedent to invoking the formal Grievance Procedure.

10.3 **Step 1**

The grievant may invoke the formal Grievance Procedure through the Association on a form setting forth the following:

- a. The facts upon which the grievance is based;
- b. Reference to the specific provision(s) of this Agreement which is/are alleged to have been violated;
- c. Remedy sought.

10.3.1 A copy of the grievance form shall be delivered to the immediate supervisor. If the grievance involves more than one school building, or is based on action of a District-level administrator, it may be filed with the Superintendent or designee. A grievance form must be filed within twenty (20) days of the occurrence of which the grievant complains or twenty (20) days of the time when the grievant learned of the occurrence of which he/she complains, whichever is later.

10.3.2 Within five (5) days of receipt of the written grievance, the immediate supervisor shall meet with the grievant and an Association representative in an effort to resolve the grievance. The immediate supervisor shall indicate his/her disposition of the grievance in writing within five (5) days of such meeting, and shall furnish a copy thereof to the grievant and the Association.

10.4 **Step 2**

If the Association and/or grievant is/are not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) days of such meeting or ten (10) days from the date of filing, whichever shall be later, the grievance shall be transmitted to the Superintendent. Within ten (10) days of receipt of the grievance form the Superintendent or designee shall meet with an Association representative and the grievant on the grievance and shall indicate his/her disposition of the grievance in writing within five (5) days of such meeting, and shall furnish a copy thereof to the grievant and to the Association.

10.5 **Step 3**

If the Association is not satisfied with the disposition of the grievance by the Superintendent or designee, the Association may proceed to Step 4 or the Association and the Superintendent may mutually agree to submit the grievance to an impartial mediator within five (5) days of the decision by the Superintendent or designee.

10.5.1 The parties shall select a mutually agreed-upon mediator. If the parties cannot agree upon a mediator, PERC will be contacted to provide a mediator who shall not be a PERC Hearing Officer.

10.5.2 The parties shall meet with the mediator for a period of time not to exceed two (2) days. If no solution acceptable to the Association is achieved within that time period, the Association may proceed to Step 4.

10.6 **Step 4**

The Association shall exercise its right of arbitration by giving the Superintendent written notice of its intention to arbitrate within twenty (20) days of receipt of the written disposition of the Superintendent or designee or ten (10) days following completion of mediation, whichever

comes later. The arbitrator shall be selected by the American Arbitration Association in accord with its rules which rules shall likewise govern the arbitration proceeding. Neither the District nor the Association shall be permitted to assert in such arbitration proceeding any ground or to rely on any evidence not previously disclosed to the other party during Steps 1 through 3. The decision of the arbitrator shall be final and binding upon both parties.

- 10.6.1 Each party shall bear its own costs of arbitration except that the fees and charges of the arbitrator shall be borne equally by the District and the Association.
- 10.6.2 The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. The arbitrator shall decide all substantive and procedural arbitrability issues.
- 10.6.3 The award of the arbitrator may be entered in any court of competent jurisdiction should either party fail to implement the award. If a motion to vacate the arbitrator's award is entered in a court of competent jurisdiction, and the initiating party does not prevail in the litigation, such party shall bear the full costs of such action including, but not limited to, the adverse party's court costs, legal fees and other related expenses incurred as a result of defending such action.
- 10.7 The adjustment of grievances shall be accomplished as rapidly as is possible. To that end, the number of days in each step shall be considered as maximum and efforts should be made by the parties to expedite the process.
- 10.7.1 The time limits provided in this Article shall be strictly observed unless extended by written agreement of the parties. In the event a grievance is filed after May 15 of any year, the District shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible. Failure of the Association to proceed with its grievance within the times hereinbefore provided shall result in dismissal of the grievance. Failure of the District or its representatives to take the required action within the times provided shall entitle the Association to proceed to the next step on the Grievance Procedure.
- 10.8 All hearings or conferences pursuant to this Grievance Procedure shall be scheduled at a time and place which will afford a reasonable opportunity for all parties entitled to attend to be present, including witnesses.
- 10.9 Employees involved in the processing of grievances whether as a grievant, a witness, a representative of the Association or otherwise shall not suffer any restraint, interference, discrimination, coercion or reprisal, or prejudice in any manner as a result of their participation in the grievance process. All documents, communications and records dealing with grievances and their adjustments shall be filed separately from the grievant's personnel file.
- 10.10 If an employee has a personal complaint which he/she desires to discuss with the supervisor, he/she is free to do so without recourse to the Grievance Procedure. However, no grievance as defined herein shall be adjusted without prior notification to the Association and opportunity for an Association representative to be present, nor shall any such adjustment of the grievance be inconsistent with the terms of this Agreement. In the administration of the Grievance Procedure, the interest of the employee shall be the sole responsibility of the Association.

- 10.11 Notwithstanding the expiration of this Agreement, any claim or grievance arising hereunder may be processed through the Grievance Procedure until resolution.
- 10.12 The District shall provide to the Association upon request such information as is necessary to the processing of a grievance. Requests for such information shall be submitted to the Superintendent by a designated Association leader or agent.
 - 10.12.1 All matters pertaining to specific grievances shall be confidential information and shall not be unnecessarily or indiscriminately related or divulged by any participant in the grievance adjusting process or by any employee of the District.
 - 10.12.2 The Association shall obtain from the grievant and every participant in the processing of any grievance on behalf of the grievant a signed commitment that the above confidentiality will be maintained and the Association will hold the District harmless from any claim and damages in any case in which this confidentiality is violated by the grievant or any participant in the processing of the grievance on behalf of the grievant.

ARTICLE 11 — ASSOCIATION MEMBERSHIP AND REPRESENTATION FEES

- 11.1 Within five (5) days of execution of this Agreement or by September 10, whichever date comes last, the Association shall give written notice to the District of the dollar amount of dues required for Association membership.
- 11.2 The District shall deduct from the employee's pay the dues required of membership. The amounts deducted shall be transmitted each month to the association on behalf of the employee. Authorization by the employee shall be on an approved form by the Parties hereto and shall provide for revocation of dues deduction by an individual employee between August 15 and September 15 of the current contract year.
- 11.3 The District shall provide the Association an annual status listing of all employees, with periodic updates, covered by this Agreement within ten (10) days following adoption of this Agreement by the Parties. The Association shall identify employees on the listing for whom dues shall be deducted.

ARTICLE 12 — DISTRIBUTION OF THE AGREEMENT

- 12.1 Within the first thirty (30) days following execution of this Agreement, the District shall deliver electronically a copy of the contract to each district coach (those paid a stipend), as well as posting a copy to the District's website.

ARTICLE 13 — SALARY SCHEDULE

- 13.1 Pay provisions are determined jointly by the parties and are found herein as Appendix A. District/EEA agree to base coaches midpoint on data from the same Districts used for certificated negotiations.
- 13.2 An employee will receive experience credit on the salary schedule for each year he/she coaches the specific sport as a regularly paid employee in an interscholastic secondary or intercollegiate post-secondary school program. No employee shall receive more than one year's experience credit in an individual sport. For the purposes of granting experience credit, the following shall apply:
- a. Employees whose coaching assignment in a year was half or greater than the hours and stipend amount contained in Appendix shall receive a full year's experience credit for that year.
 - b. Employees whose coaching assignment in a year was less than half of the hours and stipend amount contained in Appendix A shall receive a half-year experience credit for that year.
 - c. Experience coaching a girls sport shall apply toward experience credit in the equivalent boys sport and vice versa, e.g., experience coaching girls fastpitch shall apply toward experience credit as a boys baseball coach, and experience coaching boys baseball shall apply toward experience credit as a girls fastpitch coach.
 - d. Experience coaching track and/or cross country shall apply toward experience credit as a cross-country coach and/or track coach.
- 13.3 Professional Development. The District shall annually provide \$85 per district coaching position for the purpose of professional development. A portion of the professional development funds may be used to pay membership dues for coaches who wish to join the Washington State Coaches Association. Unexpended funds may be carried over for one (1) year.
- 13.4 The Association and the District shall meet prior to July 1, 2015 to review comparisons of 2014-2015 wage and stipend data from other school districts. Appendix A may be further modified for the 2015-16 and 2016-17 school year(s) based on the comparison data and the availability of funds in an amount mutually agreed to by the Association and the District.

ARTICLE 14 — SAVINGS CLAUSE

- 14.1 If any provision of this Agreement or any application of the Agreement shall be found to be contrary to law, such provision or application shall have effect only to the extent permitted by law, and all other provisions or applications of this Agreement shall continue in full force and effect.
- 14.2 If any provision of this Agreement is so held to be contrary to law, the parties shall commence bargaining on said provision as soon thereafter as is reasonably possible.

ARTICLE 15 — DURATION OF AGREEMENT

- 15.1 This Agreement, when adopted by the parties, shall become effective July, 1, 2014, and shall remain in effect until June 30, 2017.
- 15.2 This Agreement or any provisions herein may be extended by mutual written agreement of the Parties.

EDMONDS SCHOOL DISTRICT NO. 15

**EDMONDS EDUCATION ASSOCIATION/
COACHES ASSOCIATION**

Roger Jordan
For the District

Nalin Sood
For the Association

Date

Date

2014-2017 Collective Bargaining Agreement
 between
 Edmonds School District
 and
 Coaches Association/Edmonds Education Association

APPENDIX A

2014-15 COACHES COMPENSATION SCHEDULE

HIGH SCHOOL SPORTS	Level	Hours		0	1	2	3	4	8
I. Boys Basketball Girls Basketball Wrestling Football	Head	350	Stipend Hourly	\$4,961 \$14.18	\$5,231 \$14.95	\$5,509 \$15.74	\$5,744 \$16.41	\$5,922 \$16.92	\$6,276 \$17.93
	Assistant	282	Stipend Hourly	\$3,481 \$12.34	\$3,709 \$13.15	\$3,889 \$13.79	\$4,068 \$14.43	\$4,212 \$14.94	\$4,437 \$15.73
II. Baseball Track Volleyball Softball Boys Soccer Girls Soccer	Head	292	Stipend Hourly	\$4,103 \$14.05	\$4,327 \$14.82	\$4,557 \$15.61	\$4,751 \$16.27	\$4,899 \$16.78	\$5,192 \$17.78
	Assistant or District Pole Vault Coach	242	Stipend Hourly	\$2,961 \$12.24	\$3,155 \$13.04	\$3,307 \$13.67	\$3,459 \$14.30	\$3,582 \$14.80	\$3,775 \$15.60
III. Cross Country Golf Boys Swimming Girls Swimming Boys Tennis Girls Tennis	Head	250	Stipend Hourly	\$3,634 \$14.54	\$3,832 \$15.33	\$4,036 \$16.14	\$4,207 \$16.83	\$4,338 \$17.35	\$4,599 \$18.40
	Assistant or District Diving Coach	202	Stipend Hourly	\$2,558 \$12.66	\$2,724 \$13.49	\$2,856 \$14.14	\$2,988 \$14.79	\$3,093 \$15.31	\$3,258 \$16.13
IV. Cheerleader Special Olympics Special Olympics Drill Team	Head	300	Stipend Hourly	\$4,295 \$14.32	\$4,544 \$15.15	\$4,708 \$15.69	\$4,957 \$16.52	\$5,203 \$17.34	\$5,604 \$18.68
	Head	300	Stipend Hourly	\$3,897 \$12.99	\$4,123 \$13.74	\$4,272 \$14.24	\$4,498 \$14.99	\$4,721 \$15.74	\$5,085 \$16.95
	Assistant	260	Stipend Hourly	\$2,582 \$9.93	\$2,764 \$10.63	\$2,842 \$10.93	\$3,008 \$11.57	\$3,180 \$12.23	\$3,411 \$13.12
	Head	300	Stipend Hourly	\$3,462 \$11.54	\$3,663 \$12.21	\$3,795 \$12.65	\$3,996 \$13.32	\$4,194 \$13.98	\$4,518 \$15.06
V. MIDDLE SCHOOL SPORTS									
Boys Basketball Girls Basketball Cross Country Football Softball Track Volleyball Wrestling	Head	180	Stipend Hourly	\$2,634 \$14.63	\$2,779 \$15.44	\$2,923 \$16.24	\$3,043 \$16.91	\$3,139 \$17.44	\$3,319 \$18.44
	Assistant	147	Stipend Hourly	\$1,898 \$12.91	\$2,022 \$13.75	\$2,119 \$14.42	\$2,216 \$15.08	\$2,295 \$15.61	\$2,417 \$16.44
VI. K-8 Sports									
Boys Basketball Girls Basketball Cross Country Track Volleyball	Head	70	Stipend	\$832					
	Assistant	40	Stipend	\$475					

Appendix B

Post-Season Pay Schedule

TEAM SPORTS	COACHES ELIGIBLE			WKLV STIPEND	HRLY RATE	NOTES
Football	5			\$187	\$12.48	
Boys Basketball	3			\$187	\$12.48	
Girls Basketball	3			\$187	\$12.48	
Baseball	2			\$187	\$12.48	
Volleyball	3			\$250	\$12.48	
Fastpitch	2			\$250	\$12.48	
Boys Soccer	2			\$187	\$12.48	
Girls Soccer	2			\$187	\$12.48	
INDIVIDUAL SPORTS	COACHES ELIGIBLE BASED ON # OF PARTICIPANTS:					
	1-5	6-10	11+			
Wrestling	1	2	3	\$250	\$12.48	1. An additional coach is approved during competition if more than one athlete qualifies for post season. 2. 3rd coach approved if one is currently on staff
Track	1 (plus 1 position coach, if applicable)	2	3	\$250	\$12.48	1. The pole vault coach shall not be counted in the total for track. 2. If the sixth competitor is a vaulter, no extra coach is approved. 3. In the event 2 or more athletes are scheduled for concurrent events or events at different sites, an additional coach may be provided during competition if funds are available.
Boys Tennis	1	1	N/A	\$250	\$12.48	
Girls Tennis	1	1	N/A	\$250	\$12.48	
Boys Swimming	1	2	2	\$250	\$12.48	1. Second coach approved if one is available. 2. Diving coach shall not be counted in the total for Swimming. 3. If the sixth competitor is a diver, no extra coach will be provided.
Girls Swimming	1	2	2	\$250	\$12.48	1. Second coach approved if one is available. 2. Diving coach shall not be counted in the total for Swimming. 3. If the sixth competitor is a diver, no extra coach will be provided.
Cross Country	1	1	2	\$187	\$12.48	Second coach approved if available
Golf	1	1	1	\$250	\$12.48	
Pole Vault	1	1	1			

1. Weekly Stipends apply to Stipended Employees
2. The Hourly Rate applies to Hourly Employees
3. A partial week's work shall be paid as follows: half of weekly stipend if a program ends its season on a Monday, Tuesday, or Wednesday the week they are eliminated from further competition; and half of weekly stipend for additional coaches approved for competition only.
4. The hourly rates shall be paid at the Head Coaches Level 0 rate. The Weekly Stipend rate is derived by multiplying the number of hours designated (15 or 20) per week times the hourly rate.

Appendix C

Flexible Staffing Guidelines for High School & Middle School Athletics

1. The purpose of the Flex Staffing Procedure is to provide additional coaching staff or to eliminate positions for which there is no program as determined by participation numbers throughout the season.
2. Coaching positions which have been included in the program to handle specific teams shall be retained the full season, providing the minimum participation standard is maintained. In sports where the participation level falls below the minimum standard, the designated Flex Staff position(s) will be dropped and the individual paid on a prorated basis for the percentage of the season worked. This procedure applies to positions only and not to the termination of a sport.
3. The designated Flex Staff positions for each sport season are based on the number of eligible athletes after the 1st week of practice or 1st sanctioned event:

High School	Min # of coaches	extra asst.(s)		Middle School	Min # of coaches	extra asst.(s)
FALL				FALL		
Cross Country	1 head, 1 asst.	51+		Cross Country	1 head, 1 asst.	51+
Football	1 head, 4 assts.	51+ & 76+		Football	1 head, 1 asst.	
Girls' Soccer	Head & JV	c-team		Fastpitch	1 head	
Girls' Swimming	1 head	26+				
Boys' Tennis	Head & JV					
Volleyball	Head, JV & C					
WINTER				WINTER		
Boys' Basketball	Head, JV & C			Boys' Basketball	8th/7th	
Girls' Basketball	Head, JV & C			Volleyball	8th/7th	
Boys' Swimming	Head	26+		Girls' Basketball	8th/7th	
Wrestling	1 Head, 1 asst.	41+ & 61+		Wrestling	1 head, 1 asst.	41+ & 61+
SPRING				SPRING		
Baseball	Head & JV					
Fastpitch	Head & JV					
Boys' Golf	1 Head					
Girls' Golf	1 Head					
Boys' Soccer	Head & JV					
Girls' Tennis	Head & JV					
Track	1 Head, 2 assts.	51+ & 76+		Track	1 head, 2 assts.	51+ & 76+

If the numbers are not sufficient to field a district funded JV or C high school team, then the contracted coach for that position will receive 25% of their contracted stipend.