

Section 6.2 Workload – Multiple Building Teachers

1. Definition: A Multiple Building Assignment shall mean any assignment requiring a teacher to regularly perform bargaining unit duties at two (2) or more District worksites during the teacher's contracted workday. Except in unusual or emergency circumstances, teachers shall not be required to provide regular instructional services in more than two (2) buildings during a workday.
2. Pre-Requisite: Prior to creating or assigning a multiple-building position, the District shall collaborate with MLEA to verify the staffing needs. The District shall first seek qualified volunteers from the affected buildings. The building assignment process shall not apply to the selection of volunteers. If more qualified volunteers are available than positions, selection shall be based on District seniority. If no qualified volunteers are available from the affected buildings, the District shall seek qualified volunteers from elsewhere within the District. If more qualified internal volunteers are available than positions, selection shall be based on District seniority.

If insufficient volunteers are available, involuntary assignments shall be made in inverse order of District seniority among qualified teachers. No teacher shall be involuntarily assigned to a multiple-building position when a qualified volunteer is available.

The District shall provide written notice of a proposed multiple-building assignment as soon as practicable and no later than ten (10) days prior to implementation, except in emergency circumstances.

3. Seniority & Implementation: Teachers assigned to multiple buildings shall earn and retain building seniority at all assigned sites for purposes of transfer, reassignment, reduction in force, staffing considerations, and other contractual rights tied to building seniority. Teachers involuntarily assigned to a multiple-building position shall receive priority consideration for future vacancies in single-building assignments for which they are qualified and shall retain priority transfer rights to return to a single-building assignment for a period of two (2) school years following the involuntary assignment. "Priority consideration" means that if two candidates are equally qualified and experienced, preference will be given to the teacher who is currently assigned to multiple buildings.

Implementation of any multiple-building assignment model shall not waive the Association's right to bargain additional impacts that arise following implementation.

4. Travel: When a teacher is required to travel between assigned worksites, adequate time shall be provided to travel, prepare the instructional environment, and be ready to receive students. Required travel between assigned buildings shall be considered part of the teacher's contracted workday and shall not reduce contractual planning time, preparation periods, or duty-free lunch periods. Teachers shall not be expected to perform supervisory duties, transition responsibilities, or instructional duties during travel periods.

Teachers required to travel between assigned worksites shall be reimbursed for mileage in accordance with District policy, and all travel between assigned worksites during the workday shall be eligible for reimbursement.

5. Non-Instructional duties: Teachers assigned to multiple buildings shall not be assigned additional non-instructional duties solely because they serve multiple buildings. Teachers assigned to multiple buildings shall not be required to attend overlapping activities, including staff meetings, professional development activities, conferences, family events, site-based committee meetings, or other building activities occurring simultaneously at multiple assigned sites. The teacher and administration shall collaboratively establish reasonable expectations for attendance at building-specific activities.
6. Workday: Teachers shall be provided access to communication platforms and systems utilized at each assigned building. Teachers assigned to multiple buildings shall not be reassigned, pulled, or redirected from their scheduled instructional duties to substitute for classroom absences except in true emergencies. If a teacher is reassigned to provide substitute coverage, the teacher shall be compensated at the applicable hourly per diem rate for all time spent performing substitute duties.
7. Evaluation: One administrator shall be designated as the teacher's primary evaluator. Evaluation expectations shall reasonably account for the unique working conditions associated with multiple-building assignments, including travel time, varying facilities, schedules, equipment access, and instructional environments.
8. Supplies & Materials: The District shall provide the resources and infrastructure necessary to support instructional programs at each assigned site. Teachers shall be provided the full classroom supply allocations, reasonable workspace, and secure storage at each assigned location. Teachers shall not be personally responsible for transporting large instructional equipment, curriculum materials, furniture, or supplies between buildings unless mutually agreed upon. Teachers shall not be expected to personally purchase duplicate instructional materials or supplies necessary to provide services at multiple locations.