

*July 1, 2019 to June 30, 2022*

# **Collective Bargaining AGREEMENT**

*between*

Spokane Public Schools  
Board of Directors  
And the  
Spokane Education  
Association

*representing*



Spokane Public Schools  
*enriching lives, building futures*

**Principals**



***Partners in Building Spokane's Future***

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## PREAMBLE

This Agreement is made and entered into between Spokane School District No. 81 (hereinafter referred to as “District”) and the Spokane Principals’ Association (hereinafter referred to as “SPA”).

For the purposes of this Agreement, the term “principal” will include both principals and assistant principals of the Spokane Principals’ Association, unless designated otherwise.

### I. SALARY

#### A. 2019-2022 Base Salary Schedule

The salary schedule (Addendum A) will be the base for the 2019-22 principal salary schedule effective, July 1, 2019.

Beginning with 2020-2021, the salary schedule (Addendum A) will be amended to reflect the annual salary inflationary increase provided in the adopted State budget, or 2%, whichever is greater.

For 2021-2022, the salary schedule (Addendum A) will be amended to reflect the annual salary inflationary increase provided in the adopted State budget, or 2%, whichever is greater.

If the legislature takes action during the term of this contract that would impact the provisions of this schedule, then, upon review, the parties agree to identify and negotiate the impacts of such action on the salary schedule.

- B. Other Salary Compensation - Per Diem Pay Calculation - For the purposes of this Agreement, ‘true’ per diem pay is defined by dividing annual base salary (as defined on the annual salary worksheet) by 220 stipulated workdays.
- C. A 20-year longevity stipend of 3% of the principal’s salary placement will be paid in 12 equal monthly payments effective July 1 through June 30. The longevity stipend will be based on years of experience as reported on the S275 and as would be utilized for salary placement for certificated personnel.
- D. A professional responsibility stipend of 6.5% of the principal’s salary placement will be paid in 12 equal monthly payments effective July 1 through June 30.
- E. Principals will have the option of earning supplemental pay for up to 7 days of work beyond their scheduled workday(s) for purposes of participating in enrichment activities. This time will be identified as “Enrichment Time” for payroll reporting purposes. Such work is to be reported in half-day increments. Usually such work will be reported on weekends and holidays. Exceptions can be made for special evening activities.

F. During the third year (2021-2022) of the 2019-2022 three-year bargained agreement between the District and SPA, a salary and compensation survey will be conducted using the following process below.

1. The parties agree to jointly conduct a salary survey in November of the final year of the existing collective bargaining agreement to monitor the competitiveness of the Spokane Principals Association (SPA) member total compensation. The salary survey will be conducted in accordance with the following steps:

i. Collect salary information from comparator districts listed in the table below:

Eastern & Central WA School Districts	Other WA School Districts
Central Valley SD	Evergreen SD
East Valley SD	Federal Way SD
Kennewick SD	Kent SD
Mead SD	Seattle SD
Pasco SD	Tacoma SD
Richland SD	Vancouver SD
West Valley SD	
Yakima SD	

ii. Rank the total compensation as defined below:

- Base salary.
- Additional, percentage-driven.
- VEBA or another similar savings plan.
- Additional paid work days.
- Other provisions that are mutually agreed upon by the district and the association.

2. The percentage of any increases to total compensation based upon the salary survey specified in Article I, Section F(1) will take into consideration any regional factors and other market adjustments within the District and the comparator districts.

**II. SALARY SCHEDULE PROVISION**

A. Placement on the salary schedule will be determined by the Executive Director of Human Resources.

B. Any principal assigned to a part-time principal position will receive salary based on the percentage of time which he/she is assigned to the principalship. The individual will receive additional salary, as appropriate, for the portion of his/her assignment which is devoted to an assignment other than the principalship, if any.

- C. In case of transfer (including application and offer) from one position represented by SPA to another position similarly represented, the employee will be placed in the new classification on the first experience step on which he/she would receive an annual salary increase if the position is associated with a higher pay classification.

### III. **BENEFITS**

The District will provide toward the employee health insurance benefits program the full amount of state appropriation per month per 1.0 full-time employee (FTE), prorated to the FTE benefit calculation.

1. The District contribution towards employee insurance benefits will be applied toward benefits in this order: the first \$50,000 of a basic \$80,000 group term life insurance at the group rate; long-term disability, vision, and dental insurance; and a District sponsored medical plan if selected by the employee from the agreed-upon “Schedule of Benefits” at the TIERED rate.
2. The payroll deduction schedule will reflect higher monthly premiums for the “richest” medical plan and a premium cost-sharing plan comparable to state employees for the most recent benefit plan year.
3. For purposes of this section, “richest” medical plan is determined by the full price of the medical plan.

In order to provide each principal with total group life insurance coverage of \$80,000, the District will pay the premium for \$30,000 of additional group term life insurance.

The District and SPA agree to review district provided benefit contributions through the salary and compensation survey process to be conducted in 2021-22.

The District will pay the additional monthly cost per FTE billed by the state for retirees’ health benefits.

The District will contribute \$100 per month toward each SPA member’s VEBA account (a tax-free health reimbursement account). This amount will be pro-rated for part-time SPA members. In addition, in accordance with state and federal law, employees have the opportunity to participate in making additional a VEBA contributions based on the outcome of the employee group votes conducted by the Association. VEBA funding options include: self-paid VEBA, sick leave cash out at retirement, and annual sick leave sell back. If one (1) or more options are adopted by the employee group votes, all eligible employees in the group must participate. The Association will annually notify the District by November 15th of participation in the VEBA plan and the approved employee funding options. The Association’s written notification to the District will constitute agreement of the parties for implementation of VEBA contributions for the next calendar year. The election results remain in place

for the entire calendar year.

Optional benefits may be offered by the district at SPA member expense via payroll deduction. SPA members will have access to the Premium Conversion plan, the Flexible Spending Account (FSA) for the Health Care plan, the FSA Dependent Care plan, and future plans that come under the “umbrella” of Section 125 of the IRS Code. The District shall comply with all state and federal regulations for COBRA coverage.

In the event the State implements a School Employees Benefits Board (SEBB) during the term of this agreement, the district will implement the benefit provisions as specified by the State.

#### IV. **WORK YEAR**

##### A. Basic Contract Work Year

The work year will be twelve (12) months from July 1 through June 30 annually. The contract length for administrators in this unit is 260 days, inclusive of holidays and vacations, with the number of stipulated workdays as described below:

	<u>Days</u>	<u>Holidays</u>	<u>Vacation</u>
Middle School Assistant Principal	220 days	12 days	28 days
Senior High Assistant Principal	220 days	12 days	28 days
Elementary Principal	220 days	12 days	28 days
Middle School Principal	220 days	12 days	28 days
Senior High Principal	220 days	12 days	28 days

It is expected that principals will work during the time students are in school and during those times before and after school necessary for proper opening and closing of school, as well as participate in appropriate, District-designed professional development activities as predetermined by the District in collaboration with the SPA.

##### B. Absences

During periods of weather emergencies or natural disasters, principals are the district’s liaison with individual buildings and are responsible to report to the building in order to assess the situation and to address student safety and communicate that status to district officials. A system and time line for such communication will be a part of the district’s emergency plan. Principals may not be required to remain on site for the duration of the emergency.

In the event of unusual or extraordinary circumstances which result in emergency calendar changes, principals will be given the same opportunity to request special consideration for leaves of absence as those offered to other district staff. Principals will make every effort to make the necessary adjustments

to their prior personal arrangements. If such adjustments are not possible, the principal will work with the School Director to determine alternative coverage and appropriate absence reporting.

There may be infrequent yet important family celebrations or special occasions which are planned by others and are scheduled on dates when students and teachers are present. Principals may request to schedule vacation for such special occasions. Requests should be made through School Directors. Requests will be reviewed and will be recommended for approval to Human Resources if appropriate and if coverage can be arranged. Other requests for vacation are to be submitted to School Directors.

#### C. Flexible Workdays - Flex Days

Flex days are designated workdays (not vacation days) which can be worked at other than the normal scheduled hours and at site(s) other than the school building as long as the principal can be contacted by the district. Days designated are days when students and certificated staff are not scheduled to be present. Flex days may be exchanged with vacation days with the approval of the School Director.

#### D. Vacation

Principals will accrue vacation at 18.66 hours (2.3 days) per month and will be entitled to the days of vacation associated with each position for each fiscal year. Each of these accounts may accrue, as of August 31 of each year, to a maximum of thirty (30) days, unless additional accrual is authorized by the superintendent. Principals are responsible for reporting leave use to their applicable payroll timekeeper. During a timekeeper's absence, leave may be submitted directly to the payroll department in order to meet regular payroll cut-off schedules. In no case will a carryover from year to year be in excess of 30 days.

Each year, a maximum of five (5) accrued and unused vacation days may be converted to pay at the employee per diem rate. Payment requests may be submitted throughout the year on an Exception Hours Form. The employee is responsible for ensuring the Exception Hours Form is submitted prior to the August payroll cutoff date each year.

New principals and assistant principals will be authorized use of vacation in excess of their accrued vacation balance from July 1 through December 31 during the first year of employment only. Such use of vacation will be reflected in a negative vacation hour(s) balance in the payroll system.

Principals who are covered by TRS I or PERS I and who have accrued vacation may take their vacation prior to termination or be paid upon termination for accrued vacation, providing paid vacation upon termination does not exceed a total of 30 days. Under no circumstances may an employee be paid for more than a total of 30 days of unused vacation days during his/ her two highest years of compensation for retirement purposes.

Principals who are covered by TRS II, TRS III, or PERS II and who have accrued vacation may either use such vacation prior to termination or may receive payment for the unused accumulated annual leave.

However, such payment may not be used by the state retirement system for calculating benefits.

## V. PROFESSIONAL DEVELOPMENT

### A. Professional Association Dues

The District will pay the annual dues of principals for their respective state and national principals' associations or up to five hundred dollars (\$500) for other District-approved professional organizations.

## VI. LEAVE OF ABSENCE

Available types of leaves of absence are described below. Employees absent because of general or other leaves described below may not serve in other forms of gainful employment, unless by special approval of the Human Resources department. To do so may constitute a breach of contract.

A. **General Leave:** Principals will be allowed a total of twelve days per school year on a prorated basis for the various types of general leave which shall be accumulated, tracked and categorized as follows:

1. **Method of Accumulating and Tracking:** General leaves shall be cumulative from year to year to a maximum equal to the number of contract days in the contract work year in the principal contract. Unless changed by future negotiations, that amount shall be 260 days.

a. A continuing employee will be entitled twelve leave days front-loaded on the day he/she is scheduled to report to work in the new contract year. However, the yearly allowable number of leave days will be prorated for any leaves without pay extending from twenty-one (21) days or more. Employees who use, and are paid for, the yearly front-loaded allowable sick leave days, but who do not report for work during the contract year, will reimburse the district for any general leave given.

b. If the contract is terminated during the year for other than health reasons, the days allowed for the current year will be adjusted pro-rata to those days used by not earned. A person commencing employment during the school year will be granted leave days on a pro-rata basis.

2. **Categories of General Leave:**

a. Sick Leave: Sick leave is defined as days of absence from duty because of personal injury or sickness.

b. Family Care Leave: Employees shall be allowed to use their accrued general leave to care for immediate family members with a health condition that requires treatment or



supervision.

- c. Emergency Leave: This leave is intended for problems for which pre-planning is either not possible or could not relieve the necessity for the employee's absence (ex: court appearances, extension of bereavement for travel purposes, funeral of a friend not covered under bereavement leave). Emergency leave must be approved by human resources.
- d. Religious Accommodation Leave: Employees who are members of recognized religious groups have the right to request in advance through human resources up to three (3) days per work year of non-accumulating religious accommodation leave when the recognized religious group celebrates a holy day or religious holiday, requires attendance at the celebration, and the celebration is only scheduled at a time which conflicts with the employee's scheduled workday and shift.
- e. Maternity Leave: Illness or disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery therefrom are temporary disabilities. Absences for reasons of maternity shall be granted according to the guidelines of the Washington State Human Rights Commission. As those guidelines change, the administrative procedure shall be revised accordingly. Procedures for accessing maternity leave are as follows:
  - i) An employee shall notify the chief officer for Human Resources as soon as possible in writing of the expected date of birth of the child.
  - ii) An employee is eligible for a leave of absence for the period of time that she is sick or temporarily disabled because of pregnancy or childbirth. Leave extending beyond five days shall require a physician's statement to verify the leave period for disability relating to pregnancy or childbirth. In instances where an employee requesting maternity leave is not under a physician's care because of religious reasons, a supporting written statement from the employee will be required. Such leave shall normally be limited to no more than six weeks.
  - iii) An employee can elect to utilize accumulated general leave for the period of actual physical disability caused by pregnancy, miscarriage, abortion, childbirth and recovery therefrom, provided that the employee works up to the day her physician indicated as the beginning of her disability.
  - iv) If sick leave is exhausted during the period of physical disability, leave without pay may be granted for the duration of the disability, unless the time period is of such duration that granting the leave would be unreasonable in view of the necessities of the district.
  - v) When returning from leave, a statement from the employee's attending

physician releasing the employee to return to work may be required.

- f. Parenting Leave: Employees may use up to thirty (30) days of accumulated general leave per year for introducing a new child into their family. This applies to regular childbirth as well as adoption. This leave is in addition to maternity leave.
- B. **Family and Medical Leave**: Any eligible employee is entitled to a total of twelve (12) work weeks of family and medical leave in accordance with the criteria and provisions of applicable statutes and District Policy No. 5404.
- C. **Shared Leave Pool**: The District shall provide employees with access to leave pooling as outlined in the Shared Leave policy adopted by the Board of Directors.
- D. **Bereavement Leave**: Bereavement is leave separate from other leave allocations described herein, and the amount of bereavement leave shall be allocated as described below. If travel or legal responsibilities necessitate the extension of approved absences related to the death of a relative, a request for use of emergency leave days can be made to Human Resources. Such requests shall be considered and may be approved, depending upon the circumstances.
1. Immediate Family: Each employee shall be granted a maximum of five (5) days per incident of bereavement leave. Such leave shall be granted in incidents of a death in the employee's immediate family (including stepfamily) with pay for a period of up to five (5) days. Immediate family is defined as, spouse, domestic partner, son, daughter, other dependent child, parent, parent-in-law, grandparent, grandchild, brother or sister. Domestic partners must be registered with the State or the district must have an affidavit of Domestic Partnership already on file for benefit purposes.
  2. Near Relative: Absences due to the death of a near relative in the employee's family shall be allowed for a period of up to two (2) days. Near relative is defined as nephew, niece, aunt, uncle, cousin, grandparent-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law. For the purposes of this provision, the term "in-law" extends to domestic partnerships consistent with the above provision.
  3. Special Cases: In special cases, the chief officer for Human Resources or designee may extend the definition of immediate family.
- E. **Jury Duty**: Upon receipt of a jury summons, principals may contact Human Resources to request assistance in seeking a release from service or to request jury duty leave. If the principal is unable to obtain a release from service, the time he/she is required to serve on jury duty shall be granted with pay and benefits with no deduction from leave balance, provided that the principal gives the district any compensation he/she receives for the time in jury duty service.

- F. **Special Leave:** In addition to the leave provisions above, principals may request and may be granted a special leave of absence. Such leaves may be granted with or without pay and benefits depending on the circumstance, and may also be extended depending on the circumstance. Such determination will be made by the district. Principals may elect to continue to self-pay benefits during the period of unpaid leave as is allowed by law and by the district's insurance carriers.
- G. **Exceptional Leave:** Exceptional leave is the term used to request vacation for which no reason is required to be given. Such requests are made to the school director (coverage arrangements need to be made). Use of exceptional leave for vacation is deducted from the principal's accrued vacation balance. Up to two days of exceptional leave (vacation) are available to principals each contract year.

#### VII. EMPLOYEE ATTENDANCE INCENTIVE PROGRAM

This provision will be consistent with RCW 28A.400.210 or its replacement.

- A. **Cash-out:** Twelve (12) days may be accumulated per year to a maximum of one hundred and eighty (180) days available for cash-out as described below.
- B. **Separation:** At the time of separation from Spokane School District employment due to retirement or death, remuneration will be granted at a rate equal to one (1) day's current compensation for each four (4) days of accrued General Leave. The maximum number of days which can be remunerated is 25 percent of one hundred eighty (180) days (45 days). It is agreed that the provisions enumerated above will be in effect upon the effective date of this law and will continue in force unless RCW 28A.400.210 is changed or the law is found to be illegal or unconstitutional.

#### VIII. REDUCTION IN FORCE, LAYOFF AND RECALL

##### Reduction in Force

- A. In the event RIF or layoffs are anticipated due to a financial emergency, the District and the Association agree to meet to:
- establish a process and timeline
  - discuss the financial information and resultant projected actions
  - consider potential impact on programs and employees
  - identify options for action(s) to be taken
  - explore possible alternatives to layoff
  - develop creative and practical ways to mitigate adverse impacts to district educational programs while minimizing the number of principals to be laid off
- B. The District will prepare initial financial information to be shared with the Association and will prepare seniority lists by position. Included in the list will be the individual's certification and endorsements.

C. Seniority for the purpose of RIF and layoff shall be defined as:

1. Date of hire into a SPA represented position.
2. Total years of educational experience.

D. The School Board has the legal responsibility to establish the educational programs to be provided by the District and has the legal authority to make necessary adjustments consistent with the financial resources available. Although the common goal is to have joint recommendations forthcoming from the District and the Association activities and discussions, the Board and the District must make decisions in a time frame that allows any adjustments to be made within statutory requirements.

If no joint recommendations can be reached in a timely fashion as described herein, the fact that the Association engaged in discussions and activities regarding RIF and layoff shall not in any way suggest that the Association has thereby abrogated any legal rights to contest or to address the action(s) taken by the District and the School Board.

E. The District will inform both the individuals identified for layoff and the Association of the data used to support the layoff as identified in this contract. Selection of which employees are to be laid off shall be made in inverse order of their seniority. Those with the lowest seniority will be selected first. Assistant principals will be laid off before principals are laid off.

F. There will be no bumping down the seniority list. The District will publish the list of available positions and will work with the Association in seeking volunteers first in assigning principals to the available positions.

### **Recall**

A. All principals who are laid off or have been reassigned to subordinate district positions in accordance with these procedures shall be placed in a recall pool for up to two (2) years.

B. Recall shall be determined as follows:

1. Each individual shall be considered for re-employment as a principal based upon certification and qualification(s) for position(s) available. The most senior qualified principal for the position will be re-employed.
2. Employees will be given a choice of positions when more than one position is available at the time the offer of re-employment is made. Employees who reject an offer of reemployment consistent with the terms noted herein will remain in the recall pool for up to two years from the date of layoff.

C. Persons in the recall pool shall be responsible for maintaining their current address and phone numbers with the District Human Resources Department.

IX. **COMPLIANCE**

In the event any of the provisions in this Agreement are determined to be contrary to law or fail to meet compliance requirements, the parties agree to mutually develop lawful and/or compliant alternatives for the contract year in question.

X. **OTHER**

Other employment conditions which are outside of the scope of RCW 41.59.080(7) are covered by school board policy, administrative directives, and state code.

XI. **SUPPLEMENTAL AGREEMENT**

This Agreement may be amended by mutual agreement during its life.

XII. **EMBODIMENT**

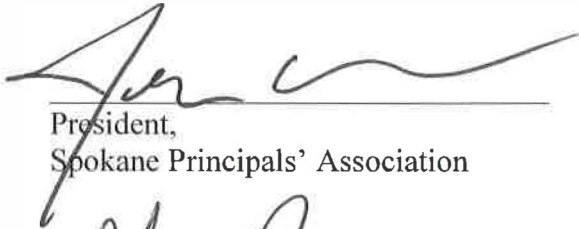
The Agreement expressed herein constitutes the entire Agreement between the parties except as this Agreement may be amended under the specific provisions listed within this Agreement.

XIII. DURATION

The Agreement will be effective the first day of July 2019, and will remain in effect until June 30, 2022. The parties agree to no reopeners during the life of the Agreement but agree to discuss issues of mutual interest as they may arise.

FOR THE ASSOCIATION:

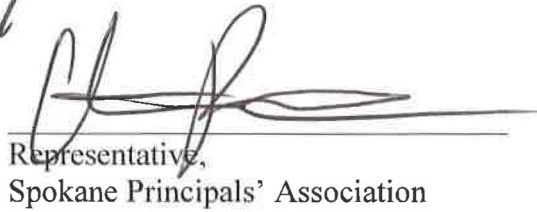
FOR THE DISTRICT:



\_\_\_\_\_  
President,  
Spokane Principals' Association



\_\_\_\_\_  
President,  
Board of Directors

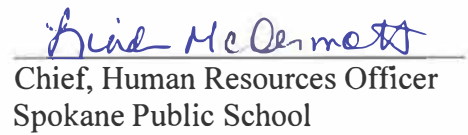


\_\_\_\_\_  
Representative,  
Spokane Principals' Association



\_\_\_\_\_  
Secretary,  
Board of Directors

1/9/2019  
Date



\_\_\_\_\_  
Chief, Human Resources Officer  
Spokane Public School

1/9/2019  
Date

July 1, 2019

**SPOKANE SCHOOL DISTRICT NO. 81  
PRINCIPAL'S SALARY SCHEDULE - PR, 2019-20**

		Middle School Assistant	High School Assistant	Elementary Principal	Middle School Principal	High School Principal
STEP	DAYS	260	260	260	260	260
A	Annual	102,187	107,019	109,079	114,534	120,261
	Monthly	8,515.58	8,918.25	9,089.92	9,544.50	10,021.75
	Hourly	58.06080	60.80625	61.97670	65.07614	68.33011
B	Annual	105,251	110,229	112,352	117,970	123,867
	Monthly	8,770.92	9,185.75	9,362.67	9,830.83	10,322.25
	Hourly	59.80170	62.63011	63.83636	67.02841	70.37898
C	Annual	108,409	113,535	115,722	121,508	127,584
	Monthly	9,034.08	9,461.25	9,643.50	10,125.67	10,632.00
	Hourly	61.59602	64.50852	65.75114	69.03864	72.49091
D	Annual	111,663	116,943	119,193	125,154	131,411
	Monthly	9,305.25	9,745.25	9,932.75	10,429.50	10,950.92
	Hourly	63.44489	66.44489	67.72330	71.11023	74.66534
E	Annual	115,012	120,449	122,769	128,909	135,353
	Monthly	9,584.33	10,037.42	10,230.75	10,742.42	11,279.42
	Hourly	65.34773	68.43693	69.75511	73.24375	76.90511
F	Annual	118,462	124,062	126,452	132,776	139,413
	Monthly	9,871.83	10,338.50	10,537.67	11,064.67	11,617.75
	Hourly	67.30795	70.48977	71.84773	75.44091	79.21193
Doctorate	\$2,000					

# AUGUST

MON	TUE	WED	THUR	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
◆26	◆27	◆28	29	30

# SEPTEMBER

MON	TUE	WED	THUR	FRI
2	3	4	5	6
9	10	11	12	▲13
16	17	18	19	20
23	24	25	26	▲27
30				

# OCTOBER

MON	TUE	WED	THUR	FRI
	1	2	3	4
7	8	9	10	▲11
14	15	16	17	18
21	22	23	24	◆25
28	29	30	31	

# NOVEMBER

MON	TUE	WED	THUR	FRI
				1
4	5	6	7	8
11	12	13	14	▲15
18	19	20	21	22
25	26	27	28	29

# DECEMBER

MON	TUE	WED	THUR	FRI
2	3	4	5	▲6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

# JANUARY

MON	TUE	WED	THUR	FRI
		1	2	3
6	7	8	9	▲10
13	14	15	16	17
20	21	22	23	24
★27	28	29	30	31

## SIGNIFICANT DATES

Aug. 26-28 ..... Teacher Workday/Prof. Learning Imp. Day  
 Aug. 29 ..... First Day of School  
 Sept. 2 ..... Labor Day – No School  
 Sept. 4 ..... First Day of Kindergarten  
 Sept. 13 ..... Early Release  
 Sept. 27 ..... Early Release  
 Oct. 11 ..... Early Release  
 Oct. 14-18 ..... Elementary Conferences  
 Oct. 25 ..... Professional Learning Improvement Day  
 Nov. 11 ..... Veterans' Day – No School  
 Nov. 15 ..... Early Release  
 Nov. 28-29 ..... Thanksgiving Break  
 Dec. 6 ..... Early Release  
 Dec. 23-Jan. 3 ..... Winter Break  
 Jan. 10 ..... Early Release  
 Jan. 20 ..... Martin Luther King Day – No School  
 Jan. 27 ..... Weather/Emergency Make-up – No School  
 Feb. 7 ..... Early Release  
 Feb. 11-14 ..... Secondary Conferences  
 Feb. 17 ..... Presidents Day – No School  
 Feb. 21 ..... Professional Learning Improvement Day  
 Mar. 6 ..... Early Release  
 Mar. 20 ..... Early Release  
 Mar. 30-Apr. 3 ..... Elementary Conferences  
 Apr. 6-10 ..... Spring Break  
 Apr. 24 ..... Early Release  
 May 8 ..... Early Release  
 May 22 ..... Weather/Emergency Make-up – No School  
 May 25 ..... Memorial Day – No School  
 May 29 ..... Early Release  
 June 11 ..... Last Day of School – ½ Day  
 June 12 ..... Weather/Emergency Make-up

## ELEMENTARY GRADING PERIODS

Nov. 27 ..... End of First Trimester Elementary  
 Mar. 11 ..... End of Second Trimester Elementary  
 June 11 ..... End of Third Trimester Elementary

## ELEMENTARY REPORTING

**First Grading Period**  
 Dec. 16 ..... Report Cards  
**Second Grading Period**  
 Mar. 30-Apr. 3 ..... Conferences / Report Cards  
**Third Grading Period**  
 June 11 ..... Report Cards

## SECONDARY GRADING PERIODS

Nov. 1 ..... End of First Quarter  
 Jan. 24 ..... End of First Semester  
 Apr. 1 ..... End of Third Quarter  
 June 11 ..... End of Second Semester

## SECONDARY REPORTING

Nov. 12 ..... First Quarter Report Cards Secondary  
 Feb. 4 ..... First Semester Report Cards Secondary  
 Feb. 11-14 ..... Secondary Conferences  
 Apr. 16 ..... Third Quarter Report Cards  
 June 17 ..... Second Semester Report Cards

# FEBRUARY

MON	TUE	WED	THUR	FRI
3	4	5	6	▲7
10	11	12	13	14
17	18	19	20	◆21
24	25	26	27	28

# MARCH

MON	TUE	WED	THUR	FRI
2	3	4	5	▲6
9	10	11	12	13
16	17	18	19	▲20
23	24	25	26	27
30	31			

# APRIL

MON	TUE	WED	THUR	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	▲24
27	28	29	30	

# MAY

MON	TUE	WED	THUR	FRI
				1
4	5	6	7	▲8
11	12	13	14	15
18	19	20	21	★22
25	26	27	28	▲29

# JUNE

MON	TUE	WED	THUR	FRI
1	2	3	4	5
8	9	10	11	★12
15	16	17	18	19
22	23	24	25	26
29	30			

## LEGEND

- First/Last day of School
- Holiday
- No School/School Break Day
- Afternoon or All-Day Conferences
- ◆ Teacher Workday/Prof. Learning Imp. Day
- ▲ Prof. Peer Learning/Early Release Day
- ★ Weather/Emergency Makeup Day



Spokane Public Schools  
 excellence for everyone