

Letter of Agreement  
between  
Highline Education Association  
and  
Highline School District


Speech Language Pathologist Staffing & Overload Mitigation  
Effective School Year 2021-22

The Highline School District (District) and Highline Education Association (Association) recognize District and the Association agree upon the following process to address caseload overages for Speech Language Pathologists (SLPs). Pending smooth implementation of this process during the 2021-22 school year, the parties intend to incorporate language documenting this process into a successor agreement when it is negotiated in 2022.

The district will allocate FTE for Speech-Language Pathologists so as to provide an average caseload of 44:1. FTE is calculated by dividing the total SLP IEP count by 44. To determine the FTE allocation for each new school year, SLP Designees and the Special Education administrator overseeing the SLP department will review the total IEP count for students receiving SLP services on the first of each month, beginning on February 1 and continuing through June 1 of the current school year, in order to determine the FTE allocation for the following school year. Any new programs added or removed will be considered in determining the FTE allocation. An additional 1.2 FTE will be allocated to support Child Find and an additional .2 FTE will be allocated to support the SLP Designee leadership position(s). Staffing for SLP's will be rounded to the nearest .5 FTE in order to facilitate hiring for any vacancies.

During each school year, SLP caseloads will be reviewed in October, January, and March to determine any additional FTE needs. When the total caseload average for the SLP group reaches 15 students above the average of 44:1, an additional .5 FTE will be added. When the average caseload reaches 30 students above the total caseload average an additional 1.0 FTE will be added. FTE will be rounded to the nearest .5 FTE to facilitate hiring for vacancies.

In the case that an SLP cannot be hired or hiring is delayed to fill additional FTE needs, students not receiving services will receive compensatory services for the minutes missed during the summer of that school year or when the additional FTE is hired. The schedule of compensatory services will be determined by the Special Education administrator overseeing the SLP department and the SLP Designees. Additionally, if SLPs from the department are willing to add a student/s eligible for services to their caseload, an Extra Service Contract at the per diem rate will be provided for the times of service in 30-minute increments until an SLP is hired or compensatory services are determined.

  
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Dr. Steve Grubb  
Chief Talent Officer  
Highline School District

9/8/21  
Date

  
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Dr. Sandra Hunt  
President  
Highline Education Association

9.8.21  
Date