



Update - stay connected

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January 24, 2024

2024-25 Educator Deadlines

January 3

HR notifies secondary teachers on leave via USPS/email

January 26

Secondary teachers on leave need to notify the district of their intention to return

January 26

Secondary educator requests for leaves of absence for 24-25 SY

January 29

HR notifies elementary teachers on leave via USPS/email

February 2

Secondary job share applications due

March 1

Elementary teachers on leave need to notify the district of their intention to return

March 1

Elementary job share applications due

March 1

Elementary educator requests for leaves of absence for 24-25 SY

Teachers Requesting Leave of Absence for 2024-25

Teachers may request a leave of absence without pay and benefits for one semester or not more than one year at the secondary level, and elementary teachers may request a leave of absence without pay for not more than one year. The leave request must be made on an Employee Request for Leave form (Form 6059), which is also available in every school's office. This request requires a full explanation of the leave. If desired, the teacher may attach additional information to the leave request form.

Important deadlines:

- **Secondary:** All secondary requests for leave of absence must be received no later than the close of business **January 26, 2024**. Applications will be submitted electronically. The leave form should be emailed to Hannah Bouwman at leaves@lwsd.org. All leave requests will be reviewed after January 29, 2024.
- **Elementary:** All elementary requests for leave of absence must be received no later than the close of business **March 1, 2024**. Applications will be submitted electronically. The leave form should be emailed to Hannah Bouwman at leaves@lwsd.org. All leave requests will be reviewed after March 4, 2024.

[Refer to LWSD/LWEA Collective Bargaining Agreement Section 19.11, Leave of Absence for more information.](#)

Teachers Returning from Leave for 2024-25

Teachers who have been granted a leave of absence without pay and benefits for the current 2023-2024 school year will be returned for the 2024-2025 school year to the same building/program assigned to prior to the leave, provided such position is available and the leave did not exceed one full year.

Important deadlines for Secondary:

- Human Resources (HR) notified secondary teachers on such leaves by email and/or USPS mail by January 3, 2024, that they are obligated to notify the District of their **intention to return** upon the expiration of their leave **no later than January 26, 2024**.
- Should a teacher fail to notify HR of their intention, the District will assume that teacher has resigned effective the last day of school of the 2023-2024 school year. The teacher's position will be deemed vacant and subject to fill or elimination based on staffing needs.

Important deadlines for Elementary:

- Human Resources (HR) will notify elementary teachers on such leaves by email and/or USPS mail on January 29, 2024, that they are obligated to notify the District of their **intention to return** upon the expiration of their leave **no later than March 1, 2024**.
- Should an elementary teacher fail to notify HR of their intention, the District will assume that teacher has resigned effective the last day of school of the 2023-2024 school year. The teacher's position will be deemed vacant and subject to fill or elimination based on staffing needs.

These requirements apply only to voluntary leaves of absence and do not apply to teachers on leave due to illness.

Job Share requests for 2024-25

Teachers interested in being approved for a Job Share during the 2024-2025 school year must complete the job share application and attach a plan as noted in the application and outlined in Appendix H, Job Share, in the LWEA Collective Bargaining Agreement. Teachers will receive notice of the posting of the job share application in the January 24 edition of the Focus.

Important deadlines:

As a job share necessarily requires a partial leave of absence, applications must include a completed leave form. Applications must be submitted as follows:

- **Secondary:** All secondary job share applications must be received **no later than the close of business February 2, 2024**. Applications will be submitted electronically to Michael Clark.
- **Elementary:** All elementary job share applications must be received **no later than the close of business March 1, 2024**. Applications will be submitted electronically to Michael Clark.

LWEA Officers and Executive Committee

President:

[Howard Mawhinney](#)

LWEA / 425-822-3388

Vice President:

[Katie Badger](#)

LWEA / 425-822-3388

Primary Rep:

[Patti Cook](#)

Rush / 425-936-2690

Intermediate Rep:

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Red EI / 425-936-2660

Middle School Rep:

[Martha Daman](#)

RSAR/ 425-936-1544

High School Rep:

[ShineMay Woodcock](#)

JHS / 425-936-1600

Specialists Rep:

[Nikole Lalas](#)

RHS / 425-936-1800

Special Services Rep:

[Karyn Taggart](#)

KaMS/ 425-936-2400

Ethnic Minority Rep:

[Michael Finley](#)

RHS/ 425-936-1800



Protect Your Privacy - Shield Law

Pursuant to RCW 42.56.250, we are pleased to inform you about a recent and significant legal development aimed at ensuring the safety and privacy of our valued employees. The state legislature has enacted the Shield Law providing crucial protections for employees who have survived domestic violence, sexual assault, sexual abuse, stalking, and harassment.

This legislation grants survivors the right to withhold their contact information from public publication. We encourage all employees to familiarize themselves with the details of this legislation and its implications for their personal circumstances.

If you or someone you know within the Lake Washington School District has been the victim of domestic violence, sexual assault, sexual abuse, stalking, and harassment, please contact [Richard Patterson](#) for guidance or proceed directly to the [LWSD Shield Law Sworn Statement form](#)

Grants for Educators



The NEA Foundation offers grants ranging from \$1,000 to \$5,000 to help educators elevate their instruction. Apply by Feb. 1 for one of the following grants:

- Envision Equity. Test creative new ideas and innovation while advancing students' cultural understanding.
- Student Success. Engage students in project-based and deeper learning.
- Learning and Leadership. Resources to provide for your professional learning that can be implemented in your classroom.

In addition, the NEA Foundation also is accepting applications for the [2025 Global Learning Fellowship](#).

[Read more about these grant opportunities and apply.](#)

RECN Equity Conference 5.0 & WEA Leadership Summit



The Rainier Educators of Color Network is inviting WEA colleagues to join them Feb. 2-3 for two days of bold conversations and networking.

RSVP

The RECN Equity Conference 5.0 & WEA Leadership Summit opens Friday, Feb. 2, in person at the Puget Sound Skills Center, 18010 8th Ave. S., in Burien with an art build, dinner and drag queen story hour.

Registration is free and open to all. This conference is a collaborative effort between RECN and the WEA Leadership Summit. Please share with your colleagues.


Questions with registration? Contact [Lori Fleck](#) at Rainier UniServ

On Saturday, Feb. 3, the conference will be held virtually and features teen scholar and activist keynote speaker Helena Lourdes Donato-Sapp. Read more about Helena.

Q&A Session with Nick Brown

Join us for a Q&A session with Attorney General candidate, Nick Brown!

Zoom join info coming soon!

 **February 7, 2024**
5:00 - 5:45 pm

Use the QR code to RSVP!



DON'T MISS IT



RSVP using this RSVP form

Rent Stabilization for LWSD Educators

We need your help!! Please join us in supporting Rent Stabilization for Lake Washington educators. A phone call is as easy as 1-2-3 and makes all the difference in keeping our valuable teachers and education support professionals in the district! The Political Action Team has also invited AG Candidate Nick Brown to come answer your questions about his priorities in supporting educators if elected as Attorney General.

These Rent Stabilization/Renter Protections Bills Will Help Staff & Students Remain In LWSD:

- [Senate SB 5961](#)
- [House HB 2114](#)



**CALL THE LEGISLATIVE
HOTLINE: 1-800-562-6000**

HERE'S WHAT THESE BILLS WOULD DO, IF PASSED!

- Caps rent increases at 5% each 12 months for occupied units only. No cap on unoccupied units. (Exempts all bldgs for the first 10 years after occupancy permit issued.)
- Fees count as rent for the purposes of the increase.
- 6 months notice for all rent increases at 3% or more.
- Tenants can terminate lease and move if rent increase is 3% or more (must provide 20-days notice).
- Caps late fees at \$10.
- Caps all move-in fees to equivalent of one month's rent or less.
- Can't treat month-to-month leases different than fixed-term leases in terms of rent levels and fees.
- Enforcement with a private right of action (lawsuit), penalties and also by the State's Attorney General's Office.

In a School Board Minute

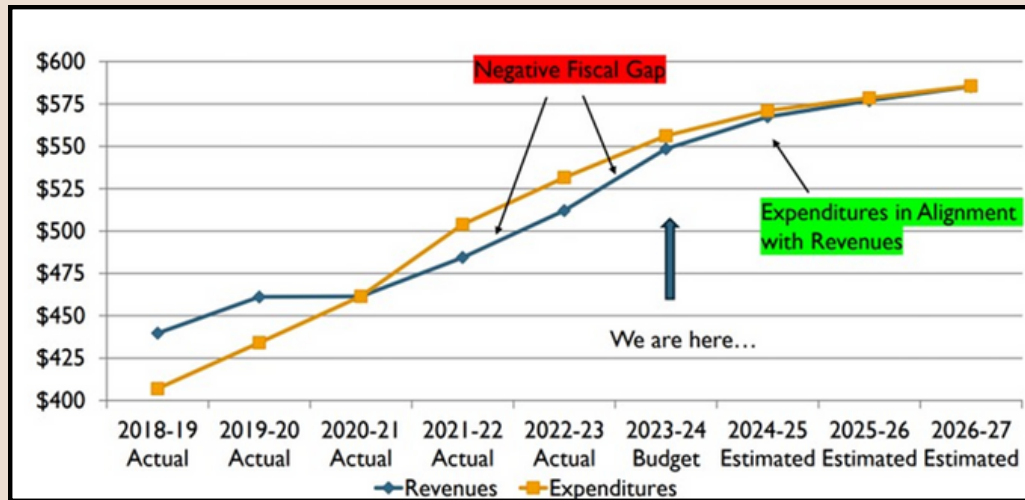


What's happening at the school board meetings?

Periodically, we provide information from the school board meetings that you may find interesting. It does not represent the opinion of LWEA nor is it intended to provide commentary on the topics.

Fund Balance

A Fund Balance is a district's cash reserves - think savings account. LWSD School Board policy requires the District to maintain a minimum of 5% of the budget in the Fund Balance for emergency situations.



- Before the pandemic, the district had been spending less than their revenues each year and growing their Fund Balance to over 75 million - over 15% of the budget. The original plan for the Fund Balance was to supplement revenue from a decrease in levy money that started in 2018. The pandemic changed that plan.
- During and since the pandemic, the district has been spending more than their revenues, creating a negative fiscal gap each year (see graph). The district has had to use their Fund Balance to compensate for these over expenditures. Consequently, the Fund Balance has been decreasing. This trend is unsustainable.
- One goal of the budget planning is to close the fiscal gap and maintain a healthy Fund Balance.

The graph is from the January 8, 2024 LWSD School Board Study Session Budget Presentation.

The school board meeting calendar and topics can be found on the [LWSD Board Meetings](#) webpage.

Directions for sharing your thoughts and opinions to the school board via email, phone, or public comments can be found on the LWSD website [Contact The Board](#) webpage.

LWEA OFFICE STAFF

Office Manager: Terri Neely
Field Assistant: Diana Wagner
UniServe Rep: Nani Lium

8575 164th Ave NE
Suite 100
Redmond, WA 98052



Stop Book Banning

Marketplace

Ads are run in the Update on a first come, first served basis. All ads must include a home email and/or phone number.

Send directly to **Terri Neely** in the LWEA office.



JAN 23-26

Elem Conferences

JAN 26

Last Day 1st Semester
Secondary

JAN 28-29

PoliSparks



Share a Smile This Week!



Join Seattle Women's Chior and LWSD's own Ashley Wheaton for an Inspiring Concert



What they don't want you to hear. Books are being banned in the US at an unprecedented rate. Seattle Women's Chorus has commissioned 5 living women-identified composers to create new music from banned books, "Alice in Wonderland," "Beloved," "Heather Has Two Mommies," "Melissa," and "This Book is Gay."

Featuring censored songs from the Wizard of Oz, Winnie the Pooh and The Muppets with integrated video storytelling.



Tickets at [Banned & Beloved – Seattle Choruses](#)

Watch **In Person**, **Livestream**, **On Demand**

You're invited to join for dinner and good conversation.
Educators of Color – 2nd Gathering

Connecting Educators of Color, **Sharing** ideas/struggles and **Empowering** each other to make change.

Where: New LWEA Office–8575 164th Ave NE Suite 100,
Redmond, WA 98052

When: February 1st, 2024 at 4:30pm

Guest Speaker: Michael Peña

Dinner will be provided! Please **RSVP BY January 26th**, 2024
at LWEA-EOC@lwsd.org so we have a proper headcount!