



JOINT APS/ATF LETTER  
**Preliminary Agreements**

May 12, 2023

To: All principals and educators represented by the Albuquerque Teachers Federation  
From: Dr. Valerie Hoose, Executive Director of Labor Relations, Human Resources Department  
Dr. Ellen Bernstein, ATF President  
Re: Preliminary Agreements

Albuquerque Public Schools (APS) and the Albuquerque Teachers Federation (ATF) have tentatively agreed to five (5) changes to contract language that will be incorporated into a comprehensive package at the conclusion of negotiations.

Given the pressing needs of schools to plan, these tentative agreements are communicated prior to ratification by the members of the ATF bargaining unit and the APS Board of Education.

**Item 1. Compensation Agreement**

Based on the 188-day school year the parties agree to increase the 3-Tier minimums for all employees as follows:

Level 1: \$51,086

Level 2: \$61,304

Level 3: \$71,521

Additionally, six percent (6%) will be added to each step and lane for all Level 1, Level 2 and Level 3 employees.

Employees on the parity and TAN matrices and the Behavior Management Specialists will receive 4 additional paid days + 6%.

Community School Coordinators will receive a 6% in pay.

All matrices will be published by the end of the current school year.

**Item 2. Professional Development Days and Educator Preparation Day for SY 2023-2024**

The Board of Education approved a new instructional calendar, which now includes additional instructional days and PD days. For the 2023-2024 school year, the parties agree to a continuation of district-directed, site-determined professional development, and educator preparation, during the first three days. School sites must decide the focus of each of the site-determined time based on consensus achieved through the site Instructional Council/District ICs. Professional Development may be held at schools if there is no availability in District facilities (i.e., Berna Facio, Rankin, City Center, and M Building)

July 31, 2023	Site-Based Orientation/Site-Determined PD/Registration – as determined by the Instructional Council
August 1, 2023 and August 2, 2023	<p>A schedule will be disseminated for all district-determined PD. That schedule will determine which of the two (2) days will be designated for uninterrupted educator preparation and planning.</p> <p>District-Based PD focus areas include:</p> <ul style="list-style-type: none"> <li>• ELA O’Dell Adoption (HS Language Arts)</li> <li>• Foundational Skills for Early Literacy</li> <li>• K-12 Math</li> <li>• 6-12 Social Studies</li> <li>• MLSS</li> <li>• SEL/Restorative Practices</li> </ul> <p>Employees who are not scheduled for district-directed PD can help with registration or work in department/grade level/role group collaboration.</p>
August 3, 2023	1 <sup>st</sup> – 12 <sup>th</sup> grade students return to school.
November 7, 2023	District-Determined Professional Development Day All sites, all employees
January 8 and 9	<p>Professional Development and Educator Preparation – all sites, all employees</p> <ul style="list-style-type: none"> <li>• January 8, 2024 – 2/3 district -directed PD, 1/3 Collaboration</li> <li>• January 9, 2024 – 2/3 site-determined PD, 1/3 Planning</li> </ul> <p>*Days may be flipped</p>

September 5, 2023 October 12, 2023 November 6, 2023 February 16, 2024 March 22, 2024 April 26, 2024 May 24, 2024	Professional Development/Collaboration Days for Elementary, K-8 and Middle Schools (non TOPS schools)
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**Item 3. Adding Site Safety Stipends as Article 6.A.6.g.**

- g. Site Safety Stipends
  - 1.) Each site will be allocated no less than two (2) and no more than twelve (12) site safety stipends per day for educators assigned to supervise students before and after the duty day.
    - a. The Health and Safety Committee will determine the locations and the number of staff needed at each.
    - b. Each site will report to Human Resources the number of safety stipends needed no later than May 24, 2023 (form pending).
    - c. The APS police department is available for consultation if needed.
  - 2.) All staff have the opportunity to volunteer for a safety stipend position.
    - a. Educational Assistants will be given priority.
    - b. Should there be more interest than positions, the site’s Instructional Council will have the responsibility of designing a fair and transparent method of distributing site safety stipends.
  - 3.) Compensation and responsibilities
    - a. Each stipend is based on one 20-minute supervision station for the entire school year.
      - i. An educator’s stipend shall be paid five hundredths (.05) of the individual educator’s base pay.
      - ii. As per the AFCP Negotiated Agreement compensation for staff represented by the AFCP will receive \$1,500 in compensation for one supervision station for the entire school year.
    - b. Stipends may be reassigned at semester.

**Item 4. Article 5.E.1.a- New Language replacing prior Elementary Prep Time language to reflect the new schedules (strikethroughs are language to be removed, underlined items are to be inserted)**

Article 5.E Preparation Time

- a. Elementary (~~Consistent Daily Schedule~~)

- 1.) An educator shall have a minimum of two hundred twenty (220) minutes for preparation each week, free from specific duty assignments. Preparation time shall be in twenty (20)-minute block minimums.
- 2.) If an educator receives fewer than two hundred twenty (220) minutes of preparation time in a five-day work week, the educator shall be compensated at their hourly rate of pay (in fifteen (15)-minute increments) for the amount of preparation time under two hundred twenty (220) minutes.
- 3.) Schools must identify all of the time, including specials that will be used for preparation time. A schedule indicating all designated preparation time shall be distributed to teachers within ten (10) workdays after the beginning of the school year.
  - a. If identified preparation time is less than two hundred twenty (220) minutes each week, schools will ensure that morning and/or afternoon recesses are 20 minutes.
  - b. 20-minute recesses will be designated as preparation time for all educators who are not assigned to recess duty.
- ~~4.) At least four days per week, educators shall have a minimum of twenty (20) continuous minutes for preparation time before or after the student day.~~
- ~~5.) If there are fewer than five days in a workweek, educators shall have a minimum of twenty (20) continuous minutes for preparation time each day of that week before or after the student day.~~
- 6.) Time an educator is required to perform non-instructional duties is not considered preparation time.
- 7.) Time spent in collaboration time is not considered preparation time.
- 8.) ~~A minimum of forty five (45) minutes per week can be used for collaboration time~~ Provided the two hundred twenty (220) minutes for preparation time has been met, the time above 220 may be designated for collaboration.
- 9.) Elementary school itinerant art and music teachers shall be allowed sufficient time (10 to 15 minutes) to transition from one intraschool class teaching assignment to another. Such time shall not be considered preparation time.

#### **Item 5. Regarding J.14 Teacher Leader Facilitators**

The District and the Federation agree to suspend the Teacher Leader Facilitator program due to lack of available funding beginning the 2023-2024 school year.