

**Letter of Agreement between
Kent Intermediate Education Association (KIEA)
and
Kent Intermediate School District (Kent ISD)**

The parties previously reached ratification of the existing multi-year collective bargaining agreement currently in effect. Despite the current contract in place, the administration and the Association once again informally collaborated on a potential revision to Appendix D (which relates to Article VII Sec C – 2a,) pertaining specifically to KCTC student organizations and related advisor compensation. The parties now seek to further revise and formalize a mutual agreement in revising Appendix D with the language below, to take effect beginning with the 2025-26 school year. These provisions shall pertain only to KCTC, not eligible to other bargaining unit employees assigned outside of KCTC.

The annual selection of bargaining unit staff to fulfill the roles below, as necessary, shall be determined by the KCTC principal, following consultation with the School Leadership Team. It is intended that the principal give consideration to Lead and/or Co-Advisor candidates who have professional expertise in the CIP code pathways that represent the largest number of students participating in competitions. In all cases, the principal shall make the final determination from those who submit for consideration. Completion and approval of a CTSO / SO application verifies the employee's agreement to carry out the responsibilities and duties of the respective role. Approval for any of the listed roles does not carry forward to the next school year. In the event that there is a need for one or more of the listed roles below, a CTES employed at KCTC may be considered and selected if, in the discretion of the KCTC principal there is no KIEA unit member from KCTC sufficiently suited for the role. If a CTES is selected, the respective stipend amount shall apply.

CTE Recognized CTSOs

CTSO (CTE Recognized)	Lead Advisor (1)	Advisor Duties	\$1,000
CTSO (CTE Recognized)	Lead Advisor (1)	Regional Competition	\$200
CTSO (CTE Recognized)	Lead Advisor (1)	State Competition	\$300
CTSO (CTE Recognized)	Lead Advisor (1)	National Event Competition	\$500
CTSO (CTE Recognized)	Lead Advisor (1)	Hosting Regional Competition	\$300
CTSO (CTE Recognized)	Lead Advisor (1)	Per day: overnight chaperone	\$100
CTSO (CTE Recognized)	Co-Advisor (2)	Co-Advisor Duties	\$800
CTSO (CTE Recognized)	Co-Advisor (2)	Regional Competition	\$100
CTSO (CTE Recognized)	Co-Advisor (2)	State Competition	\$200
CTSO (CTE Recognized)	Co-Advisor (2)	National Event Competition	\$300
CTSO (CTE Recognized)	Co-Advisor (2)	Hosting Regional Competition	\$150
CTSO (CTE Recognized)	Co-Advisor (2)	Per day: overnight chaperone	\$100
CTSO (CTE Recognized)	Staff Chaperone	Regional Competition	\$100
CTSO (CTE Recognized)	Staff Chaperone	State Competition	\$100

CTSO (CTE Recognized)	Staff Chaperone	National Event Competition	\$100
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Note: all Chaperone amounts above are per full-day.

In any event, where there are at least 10 KCTC students participating in competitions within a CIP code, one CTE instructor from that CIP Code may be selected to provide direct assistance and coaching in preparation for competition. Pending reasonable documentation of the time devoted beyond the school day, the selected instructor shall receive a stipend of \$350. This additional support for students participating in Skills USA competitions does not in any way relieve CTE instructors of their required curriculum and instruction responsibilities that are required by MDE.

Non-CTE Recognized SOs

Area	Role	Activity	Stipend
Student Club (Non-Recognized)	Lead Advisor (1)	Advisor Duties	\$600
Student Club (Non-Recognized)	Lead Advisor (1)	Competitions	\$100
Student Club (Non-Recognized)	Lead Advisor (1)	Hosting Competitions	\$200
Student Club (Non-Recognized)	Co-Advisor (1)	Co-Advisor Duties	\$400
Student Club (Non-Recognized)	Co-Advisor (1)	Competitions	\$100
Student Club (Non-Recognized)	Co-Advisor (1)	Hosting Competitions	\$100

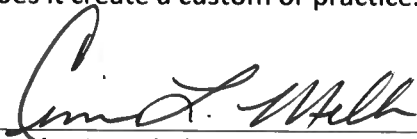
The designated stipend amounts above shall be paid to the respective staff whom the principal verifies to have fulfilled and completed the duties. Such payments will be made no later than the last payroll of the school year.

Separate, distinct and unrelated to the Article VII Sec C – 2(a) replacement details above, the parties also mutually agree to the following two extra-duty payments for bargaining unit members who are approved by the KCTC principal. Approval for any of the listed roles does not carry forward to the next school year.

Area	Role	Activity	Stipend
School Leadership Team	SLT Member (10)	SLT Duties	\$1,500
Cohorts	Cohort Facilitator	Facilitator Duties	\$500

This agreement does not add to, alter or negate any other contractual provisions of the respective collective bargaining agreements between the parties, nor does it create a custom or practice.

For the Kent ISD _____ date

 8/11/25
For the Associations _____ date