

**Kenai Peninsula Board of Education**

**Ad Hoc Committee Meeting: 4-Day Week**

**March 11, 2024**

**Committee Member: Nate Crabtree, Executive Director of Human Resources**

## Assigned Research Topics/Guiding Questions

### Four-Day School Week Ad Hoc Committee

**Mr. Tauriainen and Mr. Crabtree**-How will this affect district costs and savings?

- Utilities, substitutes, transportation, staff

**Mr. Daugharty and Mr. Swanson**-What is the effect on quality of life?

- Definition of quality of life, attempt to narrow that down.

**Mr. Graham**-How does it affect student attendance?

- Consider extracurricular activities.

**Ms. Druce, Ms. Litwiniak, & Mr. Crabtree**-How does it affect negotiations?

**Ms. Druce, and Ms. Litwiniak**-What are the Unions' input on a four-day school week?

- Seek input from members both within and outside of the KPBSD.

**Mr. Daugharty and Mr. Swanson**-What are potential student outcomes?

- Student testing results, graduation rates.

Notes:

Keep in mind that most of the research will overlap.

Look at both models:

- 1) four-day school week (students four days staff five days) and
- 2) four-day work week (both staff and students four days)

Southeast Island AK could be a great place to start.

01/11/2024 NMS

## **Section 1: Key Differences in 5-Day Week for All, 4-Day Week for Students and 5-Day Week with Staff, and 4-Day Week for Students and Staff**

Outline of the key differences between five-day work week with students and staff to that of a four-day work week for students and five-day work week with staff to that of a four-day work week with students and staff.

### **1. Five-Day Work Week with Students and Staff:**

- Traditional work week where both students and staff attend school or work for five days (typically Monday to Friday).
- Standard schedule allows for consistent learning and productivity throughout the week.
- Provides a structured routine for students and staff, facilitating planning and scheduling of activities.

### **2. Four-Day Work Week for Students and Five-Day Work Week with Staff:**

- Students attend school for four days a week, while staff maintain a traditional five-day work week.
- Allows for an extra day off for students, potentially providing more time for extracurricular activities, instructional planning time, family time, or additional studies.
- Staff members (most of all) continue to operate within the standard five-day work week, maintaining consistency in work schedules and operations.

### **3. Four-Day Work Week with Students and Staff:**

- Both students and staff operate on a four-day work week, typically with longer hours each day to compensate for the shorter week.
- Provides extended weekends for both students and staff, potentially allowing for increased relaxation, travel, or personal activities.
- Can lead to increased productivity and morale due to longer uninterrupted periods of time off, but may require adjustments in scheduling and workload management.
- Allows for the District to schedule inservice or professional development days in which staff will not be out of the building while students are present.

### **Key Differences:**

- **Student Schedule:** The number of days students attend school varies between scenarios, impacting their availability for learning and extracurricular activities.
- **Staff Schedule:** Staff members' work schedules differ, affecting their availability for planning, collaboration, and professional development.
- **Workload Distribution:** In the four-day work week scenarios, there may be adjustments in workload distribution and time management to accommodate the shorter work week.

- **Impact on Productivity and Morale:** Each scenario may have different effects on productivity, morale, and work-life balance for both students and staff.
- **Operational Considerations:** The scheduling differences may also impact operational aspects such as transportation, meal services, and facility usage.

These differences highlight various considerations and potential implications of altering the traditional five-day work week schedule for both students and staff. Each scenario may have unique advantages and challenges that need to be carefully evaluated based on the specific needs and goals of the educational institution or workplace. The variability amongst the 42 school throughout the KPBSD should be carefully considered as each one of the schools may be impacted differently.

## **Section 2: Effect on District Costs and Savings**

Research on the effects of a 4-day school week on district costs and savings regarding utilities, substitutes, transportation, and staff varies based on the specific context, location, and implementation of the shortened week. Here's an overview of general research:

### **1. Utilities:**

- **Savings:** Some studies suggest potential savings in utility costs due to reduced energy consumption on the day when schools are closed. However, the extent of savings will vary between sites in the KPBSD depending on factors like the geographic region, energy usage patterns, age of the building, building efficiency, and whether schools are completely shut down or still operational for certain activities.
- **Challenges:** There will be challenges in accurately measuring utility savings as schools might still require heating, cooling, and lighting for activities on the non-school day. Winters in the KPBSD are especially challenging because it is impossible to accurately predict weather patterns and have a potentially significant impact on the budget. A five-year average of usage and a five-year average of utility unit increases may be helpful in attempting to assign a valuation of the potential savings.

### **2. Transportation:**

- **Savings:** Districts may save on transportation costs, including fuel, maintenance, and driver wages, by operating buses for one less day each week. This is especially true in rural areas where transportation costs can be significant.
- **Challenges:** Some studies suggest that while savings in transportation costs are possible, they may not be as substantial as initially anticipated due to fixed costs associated with maintaining bus fleets and infrastructure.

### **3. Staff:**

- **Savings:** Depending on how the 4-day week is implemented, districts may see savings in staff-related costs such as hourly wages for support staff who work fewer hours or reduced overtime expenses.
- **Challenges:** There could be challenges related to staff morale, productivity, and scheduling, particularly if staff members are required to work longer hours on the days when schools are open to compensate for the shorter week.

### **4. Substitutes:**

- **Savings:** Implementing a 4-day school week could potentially reduce the need for substitute teachers, leading to savings in substitute teacher wages.
- **Challenges:** However, if teachers use their extra day off for professional development or other school-related activities, the need for substitutes may not decrease significantly.

- **FY24 Data:** Number of Absences Reported in AESOP Absence Management System according to the Daily Report for all employee types.

<b>Dates (Fridays)</b>	<b>Numbers of Absences Reported</b>
08/04/2023	10
08/11/2023	44
08/18/2023	61
08/25/2023	107
09/01/2023	150
09/08/2023	134
09/15/2023	159
09/22/2023	182
09/29/2023	186
10/06/2023	159
10/13/2023	110
10/20/2023	145
10/27/2023	110
11/3/2023	172
11/10/2023	8
11/17/2023	164
11/24/2023	4
12/01/2023	155
12/08/2023	134
12/15/2023	133
12/22/2023	4
12/29/2023	3
01/05/2024	125
01/12/2024	185
01/19/2024	169
01/26/2024	175
02/02/2024	188
02/09/2024	176
02/16/2024	133
02/23/2024	144
03/01/2024	163
03/08/2024	132
<b>TOTAL</b>	<b>3924</b>

It is essential to note that the actual impact of a 4-day school week on district costs and savings **can vary widely** based on factors such as the size of the district, student enrollment, labor agreements, transportation, and the specific policies and practices implemented by the district.

Before implementing a 4-day school week, districts should conduct thorough cost-benefit analyses that take into account both short-term savings and potential long-term implications for student learning, staff retention, community satisfaction, and overall educational outcomes. Additionally, consulting with stakeholders including teachers, staff, parents, and community members can provide valuable insights into the potential effects of such a significant change.

### **Section 3: Key Sections of KPEA CBA and Articles of KPESA CBA and Sections of the KPAA CBA Impacted**

The language that would need to be amended in the collective bargaining agreements varies considerably depending on the scenario to be used. However, this is an outline of the areas of potential impact for respective associations.

#### **KPEA**

##### **1. Section 105 Salary Conditions**

- a. Is the length of contract impacted; and
- b. Are the number of student days impacted; and
- c. Are the number of workshop days impacted; and
- d. Does the calculation for per diem in the event that extra days are added to a contract need to be altered?

##### **2. Sectional 305 Instructional Leave**

- a. Are the number of days impacted?

##### **3. Section 320 Personal Leave**

- a. Are the number days impacted?

##### **4. Section 340 Sick Leave**

- a. Is the manner in which sick leave is credited in accordance with AS 14.14.107 and 4 AAC 15.040; and
- b. Is the manner in which accrued sick leave is used consistent; and
- c. Are any of the qualities in this section impacted?

##### **5. Section 341 Sick Leave Bank**

- a. Are the number of days impacted?

##### **6. Section 342 Use of Sick Leave for Bereavement**

- a. Are the number of days impacted?

##### **7. Section 343 Donations of Sick Leave**

- a. Are the number of days impacted?

##### **8. Section 345 Unpaid Leave of Absence**

- a. Are the number of days impacted?

##### **9. Section 430 End of Quarter Days**

- a. Are the number of days or the manner by which these days are used impacted?

##### **10. Section 470 Workday**

- a. What is the new definition of the workday; and
- b. Are there exceptions to the new day (i.e. staff meeting, assigned duties, curriculum development meetings, etc...)?

##### **11. Section 475 Teacher Preparation Periods**

- a. How is this section impacted; and
- b. Would there still be a distinction between elementary and junior/senior high school?

##### **12. Section 545 KPEA Professional Leave**

- a. Are the number of days/hours impacted?

##### **13. Section 640 Grievance Procedures**

- a. Is the grievance timeline impacted?

## KPESA

- 1. Article 9 Term of Employment**
  - a. Is the length of contract impacted; and
  - b. Is the probationary period impacted; and
- 2. Article 10 Work Rules**
  - a. Are the number of days impacted; and
  - b. Is subsection Show-Up Time impacted; and
  - c. Is subsection Call Back impacted; and
  - d. Is subsection Building Checks impacted; and
  - e. Is the subsection Overtime Pay impacted; and
  - f. Is the subsection District Meetings (meetings outside the work schedule)?
- 3. Article 11 Discipline and Discharge**
  - a. Are the number of days impacted?
- 4. Article 16 Salary Schedule**
  - a. How is the salary impacted?
- 5. Article 17 Payment Conditions**
  - a. Is subsection Shift Differential impacted?
- 6. Article 18 Leaves and Benefits**
  - a. Are the number of days impacted?
- 7. Article 20 Personal Leave**
  - a. Are the number of days impacted?
- 8. Article 21 Association Leave**
  - a. Are the number of days impacted?
- 9. Article 23 Unpaid Leave of Absence**
  - a. Are the number of days impacted?
- 10. Article 25 Sick Leave**
  - a. Are the number of days impacted?
- 11. Article 25A Donations of Sick Leave**
  - a. Are the number of days impacted?
- 12. Article 25B Sick Leave Bank Donations**
  - a. Are the number of days impacted?
- 13. Article 25C Use of Sick Leave for Bereavement**
  - a. Are the number of days impacted?
- 14. Article 34 Grievance Procedures**
  - a. Is the grievance timeline impacted?

## KPAA

- 1. Section 2.0 Salary and Related Items**
  - a. Is the length of contract impacted; and
  - b. Are the number of flex days impacted; and
  - c. Are the number of days worked beyond the contract impacted; and
  - d. Is the subsection Summer Hiring impacted; and
  - e. Does the calculation for per diem in the event that extra days are added to a contract need to altered?

- 2. Sectional 4.0 Contract Leave Days**
  - a. Are the number of days impacted?
- 3. Sectional 6.3 Sick Leave Cash In**
  - a. Are the number of days impacted?
- 4. Sectional 8.0 Administrators Grievance Procedure**
  - a. Is the grievance timeline impacted?

