

Memorandum of Agreement

between

Ann Arbor Public Schools and the Association of School and Community Service Administrators

The Association of School and Community Service Administrators and the Ann Arbor Public Schools Board of Education agree on the following:

With the resignation of Elise Bairley, Team Sports Supervisor, William Pickvet agreed to permanently take on additional responsibilities that are above his current Specialist category. The additional duties listed below fall within the Specialist II category.

- Initiate and complete all components of the hiring process for part-time staff within the youth sports program.
- Oversee orientation, training, supervision and scheduling of part-time site staff across multiple programs.
- Assist with designing and implementing instructor and coach training.
- Oversee the collection and submission of hourly Youth Team Sport staff.
- Review and analyze participant evaluation data using online surveys, hard copy evaluation forms and other methods. Use data for quality assurance and participant retention.
- Assist with updating the Team Sports website, Active Net, parent materials, coach/instructor training materials and other marketing/communication materials as required

As compensation for these permanent responsibility changes, Mr. Pickvet's position will be reclassified as a Specialist II at step IV. This change in position category and salary step will be retroactively effective as of November 7, 2022.

This Memorandum of Agreement constitutes the entire understanding and agreement reached by the parties with respect to this matter, and is not precedent setting as to the master contract or the policies of the Board of Education of the Ann Arbor Public Schools.

ANN ARBOR PUBLIC SCHOOLS



John Randall
Assistant Superintendent
HR and Employee Engagement

02/13/2023

Date

**ASSOCIATION OF SCHOOL AND COMMUNITY
SERVICE ADMINISTRATORS**



Sean Williams
ASCSA President

2/13/23

Date