

TA *[Signature]* 8/11/2025  
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## ARTICLE 3 ASSOCIATION RIGHTS

### A. Dues Deduction

1. All Association dues may be withheld by payroll deduction during a period of nine (9) months, September through May, upon receipt of the authorized membership application. If the employee's membership authorization is through a digital form, the District will accept an email by the employee, from their District email address, authorizing dues deductions based on the digital form. This deduction shall be at no cost to the employee or the Association. Deductions withheld will be paid monthly to the KPESA Treasurer, or designee, within five (5) working days after the payday for which the deductions are withheld.
2. ~~The Association shall be notified of the names and work assignments of all new employees monthly.~~ The dues transmittal will include the name of each employee for whom the deduction was made, and the amount deducted from each employee's pay.
3. The Association shall annually notify the District as to dues/~~fee~~ amount to be deducted.
4. Employees who join KPESA after the start of the school year may authorize their dues ~~and fees~~ for association membership deducted from their paychecks in equal amounts over the months remaining in the school year.

### B. Continuing Membership

Payroll deduction will continue from year to year unless a different method of payment is requested in writing by the Association or the individual employee. A member who wishes to stop payroll deduction of ~~the dues/fees~~ must notify the Association and the District in writing. The District shall then notify the Association in writing of members dropping deductions.

### C. Association Representatives

The Association shall have the right to designate an Association/Building representative in at every building/work site. The Association will provide the Superintendent's office with the name of the Association/Building representative so designated for each site. The Association Representative(s) may actively seek to assist in problem-solving and to represent employee's rights to the processes outlined in this agreement, in accordance with law.

An employee, acting as an Association Representative, shall suffer no loss of pay for working hours spent in conferences/meetings scheduled at District request.

Authorized representatives of the Association will be permitted to visit employees during non-working time on site when such visits will not interfere with the employee's work, duty assignment or normal school operations. Representatives from outside a school shall follow the school's normal visitor procedures.

Association Representatives will be allowed time before or after any staff meeting, training, or other gathering to meet with their members for Association business, provided the time and location are requested in advance, and that it does not interfere with the regular operation of the academic program or work time. The Association shall be responsible for inviting their members, and scheduling, reserving, and organizing the location for its Association business.

**D. Inter-School Mail**

The Association may use the inter-school mail distribution consistent with United States Postal Rules and Regulations.

**~~E. Release Time~~**

~~An employee, acting as an Association Representative, shall suffer no loss of pay for working hours spent in conferences/meetings scheduled at District request.~~

**E. School Board Meetings**

A representative of the Association will be recognized on each School Board agenda, and a copy of the school board packet shall be sent to the Association president prior to each Board meeting.

**F. School District Budget**

It is agreed that the Association President shall receive one (1) copy of any District preliminary budget draft and the final approved budget on the same date that individual Board members receive their copy.

**G. Use of District Facilities and Equipment**

The Association and its representatives shall have the right to use ~~the school~~ **District** buildings, **facilities**, and equipment, at no cost to the Association at all reasonable hours, for Association business with advance approval of the principal.

Any equipment lost, stolen, or damaged while in use by the Association shall be repaired or replaced at Association expense.

**H. Benefit Information**

Each new employee shall receive a packet of information to include a copy of the District Health, Dental, and Optical Plan booklet, **and** a PERS booklet when available, ~~and a list of the KPESA officers.~~

**I. Membership Materials**

The District will include a link to a welcome letter from the Association that includes links to membership materials and applications in their onboarding materials for new hires. If the District delivers onboarding materials in a paper format, the letter from the Association will be included.

**J. Bulletin Boards**

The District agrees to furnish a bulletin board space at the employees' work site to be used by the Association.

**K. Access to Bargaining Unit Member Information**

**At the beginning of each school year, the District shall supply the Association with the following information for each employee in the bargaining unit:**

- **Name,**
- **position,**
- **FTE,**
- **work location; and,**
- **work email address.**

**Monthly, the District shall supply the Association with the following information for any employee in the bargaining unit:**

- **New hires: name, position, FTE, work location, work email address, start date,**
- **Transfers: name, current location, current position, new location, new position, new FTE, effective/start date of new position,**
- **Separations: name, position, location, designation as resignation, termination, or retirement, effective/end date,**
- **Unpaid leaves of absence: name, position, location, effective/start dates; and,**
- **Name Changes: previous name and new name.**