Letter of Agreement

Between the

Anchorage School District and the

TOTEM Association of Educational Support Personnel

APEA/AFT (AFL-CIO)

To address ongoing staffing challenges affecting schools during the 2026–2027 school year, the Anchorage School District ("District") and the TOTEM Association of Educational Support Personnel ("Association") agree to the following provisions governing classroom coverage provided by TOTEM bargaining unit members during the school day.

For purposes of this Agreement, "classroom coverage" means a voluntary assignment outside the scope of a member's usual student supervisory responsibilities. During a classroom coverage assignment, the member assumes primary responsibility for classroom management and instructional delivery in accordance with the classroom teacher's substitute plan.

Classroom coverage assignments shall be subject to the following terms:

1. **Voluntary Participation.** All school-based TOTEM bargaining unit members have the right to decline any classroom coverage opportunity without fear of retaliation. Participation is voluntary.
2. **Assignment Duration.** Classroom coverage assignments shall not exceed three (3) days. Under no circumstances shall TOTEM bargaining unit members be asked to serve as long-term substitute teachers under this Agreement.
3. **Additional Compensation.** TOTEM bargaining unit members who complete classroom coverage assignments shall receive an additional $12.50 per hour for time spent providing classroom coverage, in addition to their regular hourly wages.
4. **Selection Considerations.** When more than one TOTEM bargaining unit member has expressed a general interest in providing classroom coverage, the principal shall consider the following factors when selecting a member for an assignment:
    a. To maintain classroom continuity, strong consideration shall be given to members who already work directly with the students in the classroom requiring coverage.
    b. Consideration shall be given to seniority within the bargaining unit.
    c. Consideration shall be given to rotating opportunities among members who have expressed an interest in providing classroom coverage.
5. **Quarterly Reporting.** The District shall provide the Association with a quarterly report showing classroom coverage usage by school.

This Agreement modifies only Article 601.5 of the collective bargaining agreement. All other provisions of the collective bargaining agreement shall remain in full force and effect.

This Letter of Agreement shall take effect on the date it is signed by both parties.

FOR THE ANCHORAGE SCHOOL DISTRICT

Martin Lang 11 / 10 / 2026

Martin Lang Date

Chief Human Resources Officer

FOR TOTEM APEA/AFT (AFL-CIO)

Saudra Thompson 11 / 11 / 2026

Sandy Thompson Date

President, TOTEM Association

CERTIFICATE *of* SIGNATURE

REF. NUMBER
SEFGA-OIHJK-MTHPQ-3JB2K

DOCUMENT COMPLETED BY ALL PARTIES ON
11 NOV 2026 22:04:14
UTC

SIGNER	TIMESTAMP	SIGNATURE
MARTIN LANG EMAIL LANG_MARTIN@ASDK12.ORG	SENT 11 NOV 2026 00:48:57 VIEWED 11 NOV 2026 01:33:11 SIGNED 11 NOV 2026 01:33:20	 IP ADDRESS 74.114.83.89 LOCATION ANCHORAGE, UNITED STATES
RECIPIENT VERIFICATION	EMAIL VERIFIED 11 NOV 2026 01:33:11	
EMAIL THOMPSON_SANDRA@ASDK12.ORG	SENT 11 NOV 2026 00:48:57 VIEWED 11 NOV 2026 22:03:30 SIGNED 11 NOV 2026 22:04:14	 IP ADDRESS 216.67.91.91 LOCATION ANCHORAGE, UNITED STATES
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