



# Know Your Contract: Nurse Edition!

**This document supports AEA Nurses' contractual rights to a duty-free 30-minute lunch (428) and four hours of instructional planning time (452).**

To begin with, please be open and communicate with your principal/supervisor about the language in articles 428 and 452 regarding 470 and your nursing license requirements. There are three (3) main points highlighted below.

## 1) Duty-Free Lunch

Beginning with your rights under the law and highlighted in Article 428 Section B, you should be given a 30-minute duty-free lunch daily or compensated when needed to provide care.

*"B. Members shall be provided a duty-free lunch period of at least 30 consecutive minutes as defined in AS 14.20.097 exclusive of up to a total of 10 minutes passing time, as determined by the principal. Members assigned to more than one building shall be provided schedules that include at least 30 consecutive minutes for duty free lunch, and sufficient time to travel between assignment locations. Whenever possible, the schedules for itinerant specialists will be structured to allow set-up and take-down time."*

If you are not getting your duty-free lunch, you are entitled to compensation under Article 470 A:

*"If a member provides coverage during their duty-free lunch, they will be financially compensated at per diem calculated in a thirty (30) minute increment."*

Problems arise since supervisors must approve all compensation, and your principal may not approve when you are called.

## 2) Instructional Planning Time

You have a right to your four hours of instructional planning time to conduct the various tasks required.

Let's Highlight three important phrases in section 452 A:

- 1) *"Instructional Planning Time is member-directed and shall be free from student supervision."* It's inappropriate and against the agreement to mandate meetings and/or participation in PLCs during planning time. ASD and AEA acknowledge the importance of planning time as it allows educators to provide the best possible instruction and time

to communicate with families.

- 2) Also, know that your supervisor can request a meeting during your planning time only once a month. 452 A states, **"No more than one time per month, administration may conduct meetings during this time."**
- 3) **"Instructional Planning Time shall be in blocks of no less than thirty (30) minutes during the student day."** You should have at least 30 minutes of uninterrupted time, free from the supervision of students, as instructional planning time. Within a week, you should receive enough blocks that total four (4) hours or more for instructional planning time.

### **3) ASD UAP Policy**

Due to various factors, staff are not volunteering to be UAPs at many school sites. This creates additional stress on nurses, as they must rely on their principal to be the UAP. Principals are very busy and, for other reasons, do not make reliable UAPs.

Since the nurses' duty-free lunch and IPT depend on a qualified, reliable UAP, this exacerbates the issue and raises many concerns AEA is working to resolve.

Please work with your principal and communicate your needs. If you lose your duty-free lunch or IPT once in a while, 470 should apply, and you should be compensated appropriately. If you lose your duty-free lunch or IPT regularly, the principal is responsible for resolving the situation in a way that does not put your nursing license at risk and compensates you appropriately.

If you believe your principal violated 428 B, 452, or 470.

- The educator should share this with their principal to resolve the issue.
- If it cannot be resolved, contact your Rights Advocate for support;
- Please contact Courtney, Val, and Corey for additional help or if your Rights Advocate is unavailable.

Thanks, AEA Rights Committee