

McLean County Unit District No. 5

**1809 West Hovey Avenue
Normal, IL 61761-4339**

MEMORANDUM

TO: Board of Education, Unit Five Education Association

FROM: Travel Time Chart Committee

RE: Updated Travel Time Chart

DATE: April 5, 2021

During negotiations of the current Negotiated Contract between the Board of Education and the Unit Five Education Association-IEA/NEA ("UFEA"), UFEA proposed changes to the Travel Time Chart attached to the Negotiated Contract as part of Appendix E in order to update for accuracy and to allow time for bargaining unit members to transition between classes and buildings. The Board and UFEA entered into a Letter of Understanding in which they agreed to create an ad hoc subcommittee comprised of equal representation of bargaining unit members and administrators to make proposed revisions to the Travel Time Chart for the 2020-2021 school year. The goals of the subcommittee were as follows:

1. To update travel times in the Travel Time Chart based on at least two sources (i.e. Google maps, Apple maps) taking into consideration traffic patterns at different times of day, traffic signals, inclement weather, road maintenance, and the distance and amount of time needed to walk from the buildings and parking lots assuming travel at different times of day;
2. To allow for a reasonable amount of time in the Travel Time Chart to transition from one class to another at different buildings; and
3. To present the proposed revisions to the Travel Time Chart to UFEA and the Board of Education for adoption.

Pursuant to the Letter of Understanding, an ad hoc subcommittee was formed consisting of equal representation of bargaining unit members and administrators which met on February 12th, March

16th, and March 18, 2021. During the first meeting, the subcommittee reviewed the Letter of Understanding and goals of the subcommittee, discussed the sources to use in updating the existing chart, discussed how to collaboratively divide up the work to update the chart, and began discussion on how to account for other factors that may impact transitions from one building to another. The subcommittee agreed to use Google Maps and Apple Maps to update the current chart and to use Fridays at approximately 11:00 am as the travel time. Geri Kerber and Scott Vogel volunteered to record the travel times reported on Google Maps and Apple Maps prior to our next meeting. The subcommittee agreed we would revisit whether additional time is needed for transitions after comparing the travel times from Google Maps and Apple Maps to our current chart.

At the March 16th meeting, the subcommittee reviewed the travel times from the current chart, Apple Maps, and Google Maps. Separate tabs were added to an excel spreadsheet for the current chart, the Apple Maps times, the Google Maps times, and a comparison of all three. The subcommittee agreed that prior to the next meeting, we would review a comparison of the current chart to the higher travel time of either Apple Maps or Google Maps. A fifth tab was added to the excel spreadsheet showing this comparison. A sixth tab was also added updating the current chart where the higher of the Apple Maps or Google Maps time was more than the current time. Where the current time was more than the higher of the Apple Maps or Google Maps time, the sixth tab showed the difference between the current time and the higher of the Apple Maps or Google Maps time.

The subcommittee met again on March 18th and discussed the updated chart and difference between the current time and higher of the Apple Maps or Google Maps time. For the most part, the updated chart already had extra time built in above the higher of the Apple Maps or Google Maps time. The subcommittee then discussed how to account for times for transitions between buildings and the following options:

- 1) Adding a uniform amount of time to every cell on the updated chart to account for transitions;

- 2) Decreasing the updated chart times to the higher of the Apple Maps or Google Maps time where the updated chart times were more than the higher of the Apple Maps or Google Maps time and then adding on a uniform amount of time to every cell to account for transitions;
- 3) Not adding any additional time to the updated chart to account for transitions and allowing bargaining unit members to request a review of times where they believe they are incorrect according to the process already agreed to in the Negotiated Contract.

The subcommittee decided not to go with option 1 because, as noted above, there was already extra time built into the current chart times for many cells and adding a uniform amount of time to every cell would only exacerbate current discrepancies with actual travel times. The subcommittee decided not to go with option 2 because if you decreased current higher chart times to the higher of the Apple Maps or Google Maps time and then added a uniform amount of time to account for transitions, in many situations you would be decreasing the overall current travel time reflected in the chart. The subcommittee decided to go with option 3 to not only avoid the unintended consequences of options 1 and 2, but because in many subcommittee members' experience Apple Maps and Google Maps already build in extra travel time. Thus, by leaving the higher current chart times alone and updating the lower current chart times to the higher of Apple Maps or Google Maps, most bargaining unit members would have extra time to account for transitions. Where bargaining unit members believe there is still not enough time to travel from one location to another and account for transitions, they can utilize the process in the Negotiated Contract.

Finally, the subcommittee discussed one of the biggest challenges for traveling teachers is not the amount of travel time allowed by the chart, but scheduling issues where traveling teachers must transition directly from teaching in one building to teaching in another without the benefit of an intervening preparation period or lunch. The subcommittee agreed the District Administration would emphasize to building administrators the importance of scheduling travel times adjacent to bargaining

unit members preparation time or lunch. This agreement is consistent with the Letter of Understanding which provides:

Further, in order to provide additional time for bargaining unit members to transition between buildings and classes at different buildings, the Board agrees to direct principals to schedule the travel times of traveling bargaining unit members adjacent to the bargaining unit members preparation time and lunch as much as reasonably possible commencing with the 2021-2022 school year.

The subcommittee believes it has fulfilled the goals outlined in the Letter of Understanding and that it's work is now complete. The subcommittee respectfully requests approval of the attached updated Travel Time Chart by the Board and UFEA. The subcommittee wants to thank the following members for their collaborative spirit and hard work, with special thanks to Geri Kerber and Scott Vogel:

Subcommittee Members

Lindsey Dickinson	Moe Backe
Geri Kerber	Darrin Cooper
Kimberly Martin	Dan Lambole
Angela Ray	Curt Richardson
David Starr	Scott Vogel