

**Memorandum of Understanding
Between
Shoreline School District
And
Shoreline Principals Association and Shoreline Center Administrators**

Agreements Related to Coronavirus/COVID-19 in the 2020-2021 School Year

WHEREAS, the local, regional, national, and global effects of the Coronavirus/COVID-19 pandemic continue to evolve and government mandates and expectations continue to change as a result; and

WHEREAS, Public Health – Seattle & King County, the CDC, and the Office of Superintendent of Public Instruction (OSPI) continue to provide guidance and recommendations regarding opening of schools; and

WHEREAS, Shoreline School District (District) began the 2020-2021 school year with 100% remote learning, but expects to be able to follow public health guidance to gradually bring students back to campus for in person classes during the year; and

WHEREAS, the District, Shoreline Principals' Association (SPA), and Shoreline Center Administrators (SCA), the "parties", believe the health and safety of employees and students is our top priority;

Now THEREFORE, the parties agree to the following:

1. **Work Location:** While the District is offering only 100% remote instruction administrators may choose to work from home or on site. Unless otherwise pre-approved by their supervisor, administrators shall be expected to work on site when students begin receiving in person instruction.
2. **Safety Protocols:** The District will enforce CDC and Public Health – Seattle & King County guidelines regarding social distancing, wearing of PPE, and maintaining clean and safe workplaces.
3. **High Risk Workers:** The District shall implement Governor Jay Inslee's Proclamation 20-46.2 entitled "High-Risk Employees – Workers' Rights", issued on July 29, 2020 and as hereafter amended. That proclamation requires the District to "seek any and all options for alternative work arrangements" for workers who meet the CDC's definition of high risk worker. High risk workers who cannot be accommodated with alternative work arrangements shall be eligible to apply for unemployment benefits, and shall receive District contributions for health insurance at the level of eligibility on 2/29/20. The District shall not require medical documentation for employees in the first two categories listed below. The CDC's definition of high risk worker includes the following:
 - Employees who are 65 years or older;
 - Employees whose conditions are listed by the CDC under the "at increased risk" category;
 - Employees whose conditions are listed by the CDC under the "might be at increased risk" category, but only if, based on the employee's medical circumstances and workplace conditions, the employee is, in fact, at increased risk for suffering severe illness from COVID-19.
4. **Exposure to COVID-19 in the Workplace:** Employees who are exposed to any student or other district employee who has a suspected or confirmed case of COVID-19, or who are exposed to any student or staff member who was in close contact with someone with a confirmed or suspected case of COVID-19, shall be notified by the District as soon as reasonably possible.
 - a. The District will assign an employee who is awaiting the results of COVID-19 testing because of exposure as described above, or who is required to quarantine, to work from home.

- b. The District will provide Special Paid Emergency Leave for the mandatory period of quarantine with no deduction of pay or impact on benefits for any employee who is diagnosed with COVID-19 as a result of exposure in the workplace.
5. **Employees with COVID-19/Suspected COVID-19 Not Traceable to the Workplace:** Employees who have been diagnosed with COVID-19 not traceable to the workplace, or are experiencing symptoms of COVID-19 and are seeking a medical diagnosis, may not come to work at a District work site. Such employees may work from home while awaiting a medical diagnosis, or may access any or all of the following benefits under the terms of the SPA/SCA MOU or law:
- a. Emergency Paid Sick Leave (EPSL) under the federal Families First Coronavirus Response Act (FFCRA);
 - b. Leave for illness, injury or emergency;
 - c. Shared leave;
 - d. Personal leave;
 - e. Washington Paid Family Medical Leave (PFML); and
 - f. Family Medical Leave Act (unpaid leave except for continued health insurance benefits).
6. **Employees Quarantined Due to Possible Exposure to COVID-19:** Employees who have been advised by a public health agency to quarantine at home due to possible exposure to COVID-19 not traceable to the workplace may not come to work at a District work site. Such employees may access any or all of the following benefits under the terms of the SPA/SCA MOU or law. The employee will first be assigned to work from home. In the event the employee is unable to work from home, leave options are available in the order listed below:
- a. Emergency Paid Sick Leave (EPSL) under the federal Families First Coronavirus Response Act (FFCRA);
 - b. Leave for illness, injury or emergency;
 - c. Shared Leave; and
 - d. Personal Leave.
7. **Employees Caring for Someone with COVID-19/Suspected COVID-19:** Employees who are caring for an individual who is subject to quarantine because that individual has been diagnosed with COVID-19 or is experiencing symptoms of COVID-19 and is seeking a medical diagnosis may not come to work at a District work site. Such employees may access any or all of the following benefits under the terms of the SPA/SCA MOU or law. The employee will first be assigned to work from home. In the event the employee is unable to work from home, leave options are available in the order listed below:
- a. Emergency Paid Sick Leave (EPSL) under the federal Families First Coronavirus Response Act (FFCRA);
 - b. Leave for illness, injury or emergency;
 - c. Shared leave;
 - d. Personal leave;
 - e. Washington Paid Family Medical Leave (PFML);
 - f. Family Medical Leave Act (unpaid leave except for continued health insurance benefits); and
 - g. Unpaid Leave of Absence.

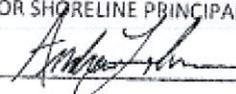
- 8. **Higher Risk Individual in the Employee's Household:** Employees who themselves are not at higher risk but have someone in the household who is at higher risk of severe illness or death from COVID-19 as that term is defined by the Governor's proclamation may choose to come to work at a District work site or may choose to access any or all of the following benefits under the terms of the SPA/SCA MOU or law:
 - a. Emergency Paid Sick Leave (EPSL) under the federal Families First Coronavirus Response Act (FFCRA);
 - b. Leave for illness, injury or emergency;
 - c. Personal leave; and
 - d. Unpaid Leave of Absence.

- 9. **Employees with Children Impacted by School Closure:** An employee who must care for the employee's child because of a school closure or unavailability of the care provider due to COVID-19 precautions may choose to come to work at a District work site or may choose to access any or all of the following benefits under the terms of the SPA/SCA MOU or law:
 - a. Emergency Paid Sick Leave (EPSL) under the federal Families First Coronavirus Response Act (FFCRA);
 - b. Expanded Emergency Family and Medical Leave (EFML) under the FFCRA;
 - c. Leave for illness, injury or emergency;
 - d. Personal leave; and
 - e. Unpaid Leave of Absence.

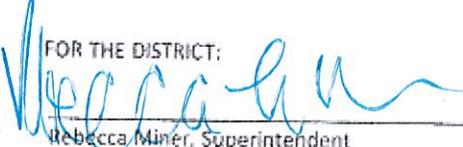
- 10. **Childcare:** SPA/SCA employees will be provided preferred access to district offered childcare on a tuition-basis.

- 11. **Effective Dates:** This MOU shall be in effect until August 31, 2021 or when Proclamation 20-46.2 or any replacement Proclamation expires, whichever is earlier, unless extended by mutual agreement. All other provisions of the SPA/SCA MOU shall remain in full effect.

Dated this 7 day of Dec, 2020.

FOR SHORELINE PRINCIPALS' ASSOCIATION:


 Nancy Elder

FOR THE DISTRICT:


 Rebecca Miner, Superintendent

FOR SHORELINE CENTER ADMINISTRATORS:
