

Memorandum of Understanding
between

Shoreline Educational Support Professionals Association and Shoreline School District No. 412

Impacts of Waived Days of Emergency School Closure

This Memorandum of Understanding (MOU) regarding **Impacts of Waived Days of Emergency School Closure** is between Shoreline School District ("District") and Shoreline Educational Support Professionals Association ("SESPA"), and is supplemental to the 2018-2022 Collective Bargaining Agreement ("CBA").

WHEREAS, on occasion the District decides to close school on an emergency basis; and

WHEREAS, the District is typically required to make up full days of school missed due to emergency closure, in order to meet the State's minimum 180 days of school, and therefore school-based SESPAs employees work the make-up days and do not lose compensation; and

WHEREAS, for significant events the Governor may declare an emergency and the District may be eligible to apply for a waiver to continue to receive State funding for days of school missed, but not made up, during that declared state of emergency; and

WHEREAS, if the District is approved to waive one or more days of school SESPAs employees who work a school year-based calendar do not have the opportunity to make up the missed day(s) and therefore would lose compensation for that time; and

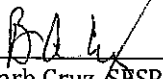
WHEREAS, the State's continuation of funding for school day(s) waived due to a declared emergency allows the District to approve requests from SESPAs employees to use compensated emergency leave for that day;

NOW THEREFORE, the District and SESPAs agree to the following:

- 1) This agreement applies exclusively to the situation where the District receives state funding for **full days** of emergency closure not required to be made up. For agreements related to partial days or full days of closure that do need to be made up, please see the annual emergency closure memo published by HR.
- 2) SESPAs employees who will lose the opportunity to work their full number of previously-scheduled days and therefore lose compensation due to the emergency closure may work and be paid for the lost time, with prior approval of their supervisor, by completing a "Snow Make-Up Record" (attached sample).
- 3) Alternatively, SESPAs employees may request accrued, unused emergency leave (which is deducted from sick leave) and/or accrued, unused personal leave to be compensated for the work time lost due to the District's emergency closure of school.
- 4) Employees must submit their Snow Make-Up Record or Compensated Leave Request by the deadline determined by the District for the given year.
- 5) Nothing in this MOU changes the expectation SESPAs employees will either make up missed work or use accrued compensated emergency or personal leave to make up for time they are scheduled but do not work on **partial** days of emergency closure of school.
- 6) This MOU will expire on August 31, 2022.

Agreed to this 17th day of January, 2020.

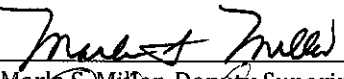
For SESPAs:

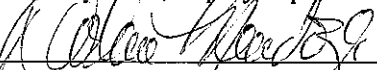

Barb Cruz, SESPAs Co-President


Eileen Wood-Lim, SESPAs Co-President


Lyn Sherry, Uniserv Director

For the District:


Marla S. Miller, Deputy Superintendent


Darlene Mendoza, Director of HR for Classified Personnel