

**MEMORANDUM OF UNDERSTANDING**

by and between

HIGHLINE PUBLIC SCHOOLS NO. 401

and

PUBLIC, PROFESSIONAL & OFFICE-CLEARICAL EMPLOYEES AND DRIVERS,

LOCAL UNION NO. 763

Representing Instructional Support Staff, Administrative Support Staff  
(Teamsters III)

I. **PARAEDUCATOR CERTIFICATION PROGRAM**

- A. September 1, 2019 – August 31, 2021 Pursuant to RCW 28A.413.060 and RCW 28A.413.070, the District will be implementing the required fourteen hours of training for instructional paraeducators during the 2019-20 school year. This requirement will apply to the following positions:

<b><u>PARA-EDUCATOR</u></b> All positions as currently classified	<b><u>SPECIALIST</u></b> All positions as currently classified	<b><u>TECHNICIAN</u></b> School Library Technician* <i>*proposed reclassification</i>
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- B. Effective September 1, 2019, school library technician will be reclassified as an instructional classification requiring adherence to RCW 28A.413.060, and will be retitled “school library assistant”. Employees currently assigned as a school library technician will retain their seniority date. Schedule A shall be modified accordingly.
- C. For the 2019-20 school year, all employees in the bargaining unit will be provided the opportunity to attend and participate in the Annual Highline Equity Symposium. Employees attending shall submit documentation for the hours of attendance at the symposium. Hours worked at the symposium will be paid at the 2019-20 wage rate.
- D. Beginning in the 2020-2021 school year, all Instructional T-III employees will be required to attend the Annual Highline Equity Symposium. Employees shall submit the required documentation for hours worked and will be compensated.

II. Section 19.2.3 as follows:

Any employee who changes job position or classification that results in a level change in Schedule A-1 shall not be placed in a step lower than their current step in the grid on Schedule A-1. Effective September 1<sup>st</sup> of each year employees shall advance one (1). To get credit for a year, the employee must work at least one-half (1/2) of the previous year employment year. Beginning September 1, 2019, longevity shall be applied in a similar manner.

-Anniversary dates from September 1- February 28; longevity applied effective September 1

-Anniversary dates from March 1-August 30; longevity applied effective March 1

III. Section 11.2 as follows:

Just cause for immediate suspension or discharge shall be limited to gross insubordination, under the influence of alcohol or drugs on the job, proven dishonesty; discrimination in violation of the District's nondiscrimination policy or issues of parallel magnitude.

IV. The parties agree to modify the 2019-20 salary schedule as follows:

	Step 01	Step 02	Step 03	Step 04	Step 05	Step 06	Step 07	Step 08	Step 09	Step 10
Level 10	\$17.63	\$17.81	\$17.98	\$18.16	\$18.35	\$18.53	\$18.72	\$18.90	\$19.09	\$19.28
Level 11	\$18.31	\$18.50	\$18.68	\$18.87	\$19.06	\$19.25	\$19.44	\$19.63	\$19.83	\$20.03
Level 12	\$18.86	\$19.04	\$19.23	\$19.43	\$19.62	\$19.82	\$20.02	\$20.22	\$20.42	\$20.62
Level 13	\$19.44	\$19.64	\$19.84	\$20.03	\$20.23	\$20.44	\$20.64	\$20.85	\$21.06	\$21.27
Level 14	\$20.48	\$20.68	\$20.89	\$21.10	\$21.31	\$21.52	\$21.74	\$21.96	\$22.18	\$22.40
Level 15	\$21.48	\$21.70	\$21.91	\$22.13	\$22.36	\$22.58	\$22.80	\$23.03	\$23.26	\$23.50
Level 16	\$22.43	\$22.66	\$22.88	\$23.11	\$23.34	\$23.58	\$23.81	\$24.05	\$24.29	\$24.54
Level 17	\$23.32	\$23.55	\$23.79	\$24.03	\$24.27	\$24.51	\$24.76	\$25.00	\$25.25	\$25.51
Level 18	\$24.25	\$24.49	\$24.73	\$24.98	\$25.23	\$25.48	\$25.74	\$26.00	\$26.26	\$26.52
Level 19	\$24.97	\$25.22	\$25.47	\$25.73	\$25.99	\$26.25	\$26.51	\$26.77	\$27.04	\$27.31
Level 20	\$25.71	\$25.97	\$26.23	\$26.49	\$26.75	\$27.02	\$27.29	\$27.56	\$27.84	\$28.12
Level 21	\$26.96	\$27.22	\$27.50	\$27.77	\$28.05	\$28.33	\$28.61	\$28.90	\$29.19	\$29.48
Level 22	\$27.79	\$28.06	\$28.34	\$28.63	\$28.91	\$29.20	\$29.50	\$29.79	\$30.09	\$30.39
Level 23	\$28.73	\$29.02	\$29.31	\$29.60	\$29.90	\$30.20	\$30.50	\$30.80	\$31.11	\$31.42
Level 24	\$29.88	\$30.18	\$30.48	\$30.79	\$31.09	\$31.41	\$31.72	\$32.04	\$32.36	\$32.68
Level 25	\$30.38	\$30.69	\$30.99	\$31.30	\$31.62	\$31.93	\$32.25	\$32.57	\$32.90	\$33.23
Level 26	\$31.27	\$31.58	\$31.89	\$32.21	\$32.53	\$32.86	\$33.19	\$33.52	\$33.86	\$34.19

PUBLIC, PROFESSIONAL & OFFICE-  
CLERICAL EMPLOYEES AND DRIVERS  
LOCAL UNION NO. 763, affiliated with the  
International Brotherhood of Teamsters

Highline Public Schools

By Scott A. Sullivan  
Scott A. Sullivan  
Secretary-Treasurer

By Steve Grubb  
Steve Grubb, Ed.D.  
Chief Talent Officer

Date 9-17-19

Date 10-7-19