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MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING SETS FORTH THE FOLLOWING AGREEMENT BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON/SEIU 1948 OF THE KENNEWICK SECRETARY CHAPTER OF PUBLIC SCHOOL EMPLOYEES, AND THE KENNEWICK SCHOOL DISTRICT PURSUANT TO ARTICLE AND SECTION OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The following *Memorandum of Understanding* is made and entered into agreement between the Kennewick School District and the PSE/SEIU, Local 1948 concerning the mandatory closing of schools by Washington State Governor Inslee due to COVID-19 beginning March 17, 2020 to August 31, 2020 and is subject to the following:

- 1) The District is committed to continuing payroll and benefits for contracted time of all employees.
- 2) Minimize any financial impact towards members as a result of closure-related circumstances. In order to do so, it will be necessary to implement creative ways by which to accomplish that goal.
- 3) The District shall implement flexible schedules and work assignments for employees as needed during campus closure. This includes employees who work year-round on a 260-day contract. In these situations, the District will strive to ensure assigned duties generally fall within scopes and skill sets expected from employees. Current employee compensation rates will not be impacted (e.g. decrease or increased) as a result. Employee will be notified by the District of schedules and assignments as a result. Employees may contact their supervisors should they not have the resources necessary for any of these anticipated duties.
- 4) Duties may include considering how to ensure equity in the delivery of services (meals for students), providing learning opportunities for students, professional development activities, etc. Apart from the employees meeting the criteria under #8, all other employees will share an equal opportunity to work. Any employee working above and beyond their contracted time will be compensated for all extra hours worked.
- 5) Employees will be notified weekly as to how anticipated work assignments will be organized.
- 6) Employees will be required to continue working and following CDC guidelines for social distancing.
- 7) Employees who request to be released from duties on scheduled workday have the right to request leave as per the current Collective Bargaining Agreement.
- 8) Bargaining members who meet one (1) or more of the criteria below will not be required to report to their worksite, but may still participate in activities done from home as appropriate:
 - Employees who are 60 years of age or older
 - pregnant employees
 - those deemed at risk by a medical professional due to COVID-19
 - are taking care of a dependent who are deemed at risk or has contracted COVID-19
 - or if the District preventively sends them home over COVID-19 concerns and their risk.