

**Memorandum by and between
Issaquah School District and
United Classified Workers Union Local 4795**

The following Memorandum of Understanding is made and entered into between the Issaquah School District and the United Classified Workers Union, AFT Local 1795 concerning the return to schools for the 2021-2022 school year under the guidance provided by Washington State Governor Inslee due to COVID-19, and all related variants, and is subject to the following:

1. The District will follow public health and safety requirements and guidelines including those established by the Department of Health (DOH), Labor and Industry (L&I), and K-12 COVID 19 Requirements for the 2021-2022 School Year. Staff will receive training on these guidelines, requirements, and applicable practices in advance of starting their in-person assignment.
2. The District will provide PPE per CDC guidelines. A face shield is available upon request. The District will provide all other PPE required by DOH, L&I and/or OSHA for the employee's job responsibilities, working conditions and circumstances. Staff may request additional PPE (goggles, non-surgical N95 masks, Plexiglas, or other appropriate barrier, etc.) through their COVID Supervisor based on their assignment.
3. The parties will continue to follow all current health and safety guidelines in ensuring the health and safety of staff and students, including the use of cafeteria and other areas where food will be consumed. Food service employees will not be responsible for managing social distancing of students and adherence to masking guidelines. If issues arise regarding safety at the point of sale or within the cafeteria, these will be brought to the Joint Labor Management Committee.
4. Information about positive COVID-19 cases, in buildings where bargaining unit members are assigned, will be communicated to the union representative within 24 hours, whenever possible, from when the District is notified.

5. Quarantine/Isolate and Emergency Health Leave

Staff who test positive for COVID-19, due to close contact at work, qualify for worker's compensation based on Governor Inslee's May 11, 2021, guidance in the Health Emergency Labor Standards Act (HELSEA). The employee will have a choice of collecting compensation from the Worker's Compensation Trust one of three ways.

- At a portion of their wages and after the 3-day waiting period;
- Using Sick Leave (for full wages);
- Or taking a combination of both Worker's Compensation pay and Sick Leave pay;
- The District will provide staff who contracted COVID due to close contact at work paid sick leave during the 3-day waiting period until worker's compensation begins. This leave will not be deducted from their sick or personal leave;
- Use of sick time due to workplace exposure to COVID 19 will not be counted against a bargaining unit member's attendance incentive.

6. Vaccination Requirements as Determined by Law

In recognition of the new requirements and conditions of employment that all employees receive the COVID-19 vaccination the parties agree to the following:

- a. The District will release employees up to 2 hours with pay who have scheduled vaccination appointments during their normal working hours. Employees must notify their supervisor as soon as reasonably possible. The release time will be granted with permission of the supervisor and pending coverage of employee's duties.
- b. Employees that become ill after receiving the COVID-19 vaccine, including the booster vaccination, will not have use of sick time counted against their attendance incentive. These days must be used up to three days following the vaccination appointment. Documentation may be required.

7. Vaccination Verification Process

An executive order in the state of Washington requires Employees to have a COVID vaccine as a condition of employment with the District. Human Resources will accept verifications. The district will set a secure place to store the personal vaccination health information of employees and not share the information with any outside entities. The district will accept the following forms of verification noted on the Human Resources Memo dated August 20, 2021.

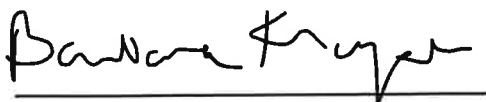
- a. CDC COVID Vaccination Card (Original, photo or copy) or applicable international equivalent
- b. WA State Certificate of Vaccination

8. Vaccination Exemption Process

- a. Medical Exemption. Medical Exemptions will be treated through the district established medical accommodation process and the district will determine the level and ability to accommodate per the individual.
- b. Religious Exemptions. An employee who has a sincerely held religious belief that prevents them from being vaccinated against COVID-19 may request an accommodation by notifying Human Resources. The employee must meet with Human Resources or submit the attached form to actively initiate the process. The employee must provide all information reasonably needed to evaluate the request. The employer will follow OSPI guidance to evaluate the request.
- c. Documentation of requests: The employer will document the accommodation granted or the denial. The information will be kept in a secure and confidential location.

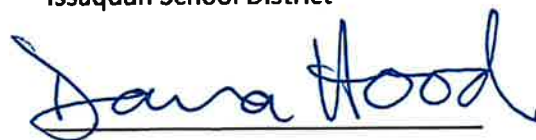
The parties will continue to monitor the situation and the impact of COVID and reconvene as necessary to discuss. The parties will use the guidance and directives from local authorities including state government officials, the Department of Health, and the Office of the Superintendent of Public Instruction (OSPI). Subject to changes in working conditions related to the reopening of schools, the Union reserves the right to impact bargain.

United Classified Workers Union #4795



Barb Kraupie

Issaquah School District



Donna Hood