

TSD and SEIU

MOU

Flex to Temporary Remote for COVID Impact

January 3, 2022 - August 31, 2022

For the duration of the 2021-22 school year, the District and Union agree that there is a shared interest in employees not depleting their sick leave due to the COVID-19 pandemic. To qualify for temporary remote work for part or all of the employee's workday, the employee must provide documentation from their health care provider, testing site, quarantine notice from the employee's child's school, provider documentation from the employee's adult or child dependent, or district health official of advice to quarantine or isolate while waiting to receive results from a COVID test. While waiting for clearance to return to work, the employee shall communicate whether they are able to work remotely. If so, they shall be permitted to perform remote work duties that exist.

If an employee is presenting symptoms that resemble those of COVID-19, then they will pursue a Covid test. If the test result is positive, they will consult with a district health staff member for guidance on the next steps. In this case, COVID-19 leave will be used to cover their absence(s). If the test result is negative, COVID-19 leave will not be applied. The employee shall use available accrued leave as governed by the collective bargaining agreement.

See the section below if remote work does not exist, or if a full day of remote work does not exist. All other leave options outlined in *Article IV - Leaves* of the SEIU/TSD CBA and other governmental leave benefits remain in effect. For staff who are unable to work remotely, they may file an L&I claim under HELSA and/or access any other available leaves in the CBA.

This Agreement made this 9th day of February 2022.

SEIU 925



Maria Edwards, President

Tukwila School District



Dr. Flip Herndon, Superintendent

COVID-19 Impact
SEIU Staff Members in Mandated Quarantine or Isolation
Remote Body of Work Matrix

Position	Body of Work
Food Service	<ul style="list-style-type: none"> • Read and respond to district e-mail. • Accept and respond to phone calls from your supervisor. • Order food service product, supplies, and materials • Complete required training
Transportation	<ul style="list-style-type: none"> • Read and respond to district e-mail. • Accept and respond to phone calls from your supervisor. • Respond to staff using radio following established protocol (Driver contacts Dispatch first, Director of Transportation second, Safety and Training Specialist third) • Engage in on-line or virtual training. • Complete student routing
Custodial	<ul style="list-style-type: none"> • Read and respond to district e-mail. • Accept and respond to phone calls from your supervisor. • Schedule building projects. • Respond to work orders. • Communicate with the team working on-site. Head Custodians prepare daily duty routing for custodial staff. • Respond to any needs for the following software programs: Cameras, JCI Metasys, ATS, Sonitrol, School Dude (Maint. & Facilities portions) & lighting software. • Respond to contractors as needed.
Maintenance	<ul style="list-style-type: none"> • Read and respond to district e-mail. • Accept and respond to phone calls from your supervisor. • Respond to any needs for the following software programs: School Dude (Maint. & Facilities portions). • Respond to contractors as needed.