Memorandum of Understanding By and Between
Northshore School District No. 417
And
Northshore Educational Office Professionals Association (NEOPA)

Annual Enrollment-Based Staffing Adjustments

This Memorandum of Understanding between the Northshore School District No. 417 (District) and the Northshore Educational Office Professionals Association (Association) is supplemental to the 2020-2022 Collective Bargaining Agreement (Agreement) between the District and the Association.

The District and Association agree upon this Memorandum in a recognition of the variability of enrollment at schools. As enrollment changes, the parties agree to limited staffing adjustments relative to the size of the school’s student population. This Memorandum is limited to the positions defined below and shall not be interpreted beyond this limited scope in accordance with article 4.40.

As defined in Article 11.10.2, Library Technicians are assigned to schools with specific enrollment thresholds. As enrollment shifts, Library Technicians’ assigned hours will be adjusted annually for the following school year based upon enrollment projections and will be adjusted once (upward only) based on October 1 enrollment.

Support Secretary positions and hours are assigned by the District to meet the needs of schools with higher enrollment. Support Secretaries’ assigned hours will be adjusted annually for the following school year based upon enrollment projections and will be adjusted once (upward only) based on October 1 enrollment.

Staff members who have an increase or a reduction in their hours or work year calendars will be notified by June 30, in accordance with Article 24.20. Additionally, staff members have the option to apply for vacancies in alignment with Article 21.20 if they are interested in a position with hours or work year calendars that better suit their needs.

Additionally, the reclassification committee or the labor management committee shall annually review the enrollment of elementary schools and monitor the needs of large versus small schools. The number of large and small elementary schools will remain in alignment with the current Agreement, ten large schools and ten small schools, until such time additional schools are built. The District and Association agree to continued communication regarding the differential needs of large and small schools, to inform future negotiations.

Agreed to this 14th day of May, 2021. Signed this 14th day of May, 2021.

FOR THE ASSOCIATION:

Lyn E Sherry
Lyn Sherry, UniServ Director

Christy Skurski
Christy Skurski, NEOPA Co-President

Crystal Stephens
Crystal Stephens, NEOPA Co-President

FOR THE DISTRICT:

Michelle C Reid
Dr. Michelle Reid, Superintendent
on behalf of the Board of Directors