

**MEMORANDUM OF UNDERSTANDING
BETWEEN
OSSEO AREA SCHOOLS, ISD 279**

AND

DIRECTORS & CONFIDENTIAL MANAGERS

TOPIC: Non-Work Day and Personal Leave Carry Over Limit

EFFECTIVE DATE: July 1, 2021 through June 30, 2024

PURPOSE: The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD (“District”) and Directors & Confidential Managers as it relates to non-work days and personal leave.

CONDITIONS: The parties acknowledge and agree that Directors & Confidential Managers who were employed during the 2019-2020 or 2020-2021 school years and who use a work year calendar to identify non-work days and accrue personal leave time, may have lost the ability to use this time in the 2019-2020 and 2020-2021 school years. This loss is due to the COVID-19 Pandemic, school closures distance learning, and the additional work necessary to plan, prepare and implement strategies to support the work of educating students. Therefore, the parties agree to the following:

1. Employees who use a work year calendar to identify 225 days will have the ability to carry over non-workdays if they were not used in the 2019-2020 or 2020-2021 school years. This carry over is an exception to the language provided in Article VI, Section 5.
2. Employees will have until June 30, 2024 to use the carry over days or they will be forfeited.
3. The following language applies only to those employees who, at the end of the 2020-2021 school year, have an accumulated balance of five (5) or six (6) personal leave days:
 - a. Employees will be permitted to accumulate one (1) additional personal leave day for the 2021-2022 school year for a total maximum accrual of up to seven (7) days.
 - b. Maximum personal leave balance on July 1, 2022 and July 1, 2023 will not exceed seven (7) days.
 - c. Employees will have until June 30, 2024 to use the additional accrued personal leave days. Any personal leave days over four (4) as of June 30, 2024 will be forfeited.
 - d. All other language of the collective bargaining agreement will apply regarding personal leave days.
4. This MOU shall set no precedent between the parties. Any conflicts regarding this agreement will be handled through the grievance process in the collective bargaining agreement.

The parties agree with the above conditions as evidenced by their signatures below.

Directors & Confidential Managers

DocuSigned by:
Kelly Benusa
0511E829700D431...

Representative

5/6/2021

Date

Osseo Area Schools, ISD 279:

DocuSigned by:
Joel Milteer
A2391EF826ED4BA...

Director, Human Resources

5/10/2021

Date

DocuSigned by:
Troy Schreifels
7759DCC7358E4A3...

Representative

5/6/2021

Date