

**Memorandum of Understanding**

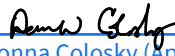
between  
Mercer Island Education Association (“Association”), Classified  
and  
Mercer Island School District (“District”)  
Regarding

**Classified Personal Leave Form**


The Classified Bargaining Agreement, September 1, 2020 - August 31, 2022, contains two Personal Business Hours cash-out forms, one general form and one specific to Bus Drivers. The Bus Driver Personal Business Form has not been used by the District in many years and is a vestige of past and long-abandoned practices. All represented classified staff use the Classified Personal Leave Form.

By and through this MOU, the District and MIEA agree to formally retire and remove from this and future CBA’s the Bus Driver Personal Business Form.

Further, the Parties agree to replace the general classified Personal Business Leave form with the attached Classified Personal Business Hours Form which the Parties feel is more understandable for employees. The Parties intend this new Classified Personal Business Hours Form to be incorporated into future Classified CBAs.

  
Donna Colosky (Apr 22, 2022 10:18 PDT)  
Donna Colosky  
Superintendent

Apr 22, 2022  
date

  
Sally Loeser  
Sally Loeser  
MIEA President

Apr 22, 2022  
date