

MEMORANDUM OF UNDERSTANDING  
Between  
SOUTH KITSAP SCHOOL DISTRICT NO. 402  
and  
PUBLIC SCHOOL EMPLOYEES OF SOUTH KITSAP

THE PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN PUBLIC SCHOOL EMPLOYEES OF SOUTH KITSAP (UNION) AND THE SOUTH KITSAP SCHOOL DISTRICT #402 (DISTRICT). THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XVI SECTION 16.3 OF THE CURRENT CONTRACT AGREEMENT.

The purpose of this Memorandum of Understanding is to commemorate in writing the agreement between the District and the Union of the current and ongoing job description review study of all PSE job descriptions as outlined in MOU PSE 2022/25-001.

The Parties agree to the following:

The District and the Union have reached a mutual agreement to temporarily suspend the annual job reclassification request process for individual job description review/appeal(s). The decision to temporarily suspend the annual review is due to the PSE job description review study currently being conducted.

The job evaluation process which utilizes the Educational Management Solutions (EMS), in accordance with Section 4.8-Job Descriptions and Exhibit 3-Job Data/Rating Request (Form 524) of the Collective Bargaining Agreement will be suspended for the 2023-2024 school year only.

The job reclassification request/appeals utilizing the EMS system will recommence in the 2024-2025 school year.

This Memorandum of Understanding will be effective upon signature and shall remain in effect until March 1, 2025. This MOU is not precedent setting and is intended to address only the current review status presented by the job description study of all PSE job descriptions.

PUBLIC SCHOOL EMPLOYEES  
OF WASHINGTON / SEIU Local 1948

PUBLIC SCHOOL EMPLOYEES  
OF SOUTH KITSAP

SOUTH KITSAP SCHOOL DISTRICT  
NO. 402

BY: Jacque Meddles  
Jacque Meddles  
PSE Chapter President

BY: Leigh Sinclair  
Leigh Sinclair  
Assistant Director of Human Resources

DATE: 2/13/24

DATE: 13 Sep 2024

