



TO: Board of Directors

FROM: Maurene Stanton, Executive Director of Human Resources

SUBJECT: Memorandum of Understanding with Building Administrators

DATE: March 21, 2023

Please see the attached Memorandum of Understanding with the Stanwood-Camano School District building administrators. Listed items within this memorandum are a change to the current agreement with these employees and were negotiated to facilitate the balancing of the 2023-24 district budget.

Recommendation: We recommend that the board approve this memorandum of understanding.

Memorandum of Understanding between
Stanwood-Camano School District
and
Stanwood-Camano Building Administrators

The district is interested in ensuring that all the School Board of Directors is presented and approves a balanced budget that ensures students can be delivered an educational program while honoring the work and compensation of our staff. Due to a double levy failure and reductions in state and/or federal funding, the 2021-2024 contract terms are subject to reopening to discuss the total compensation and benefits package. The district and the Stanwood-Camano Building Administrators agree to the 2021-2024 contract modifications. The items outlined in this Memorandum of Understanding only apply to the 2023-2024 school year, except as noted below.

- Article II: Salaries
 - Building administrators will forgo a 2% salary increase above IPD for the 23-24 school year. This will be renegotiated in the spring of the 23-24 school year for the 24-25 school year.
- Article III: Travel and Expenses
 - The district will not reimburse membership fees, travel, and meal costs.
- Article III: Discretionary Fund
 - The district will not provide discretionary funds to administrators.
- Article III: Evaluation Support
 - The district will not fund evaluation support to administrators in completing evaluations.
- Article III: Dues to Professional Associations
 - The district will not pay the dues for memberships in professional organizations.
- Article IV: Length of Individual Agreement
 - All administrators' contracts (July 1, 2023 – June 30, 2024) will be reduced by 5 (five) days, with a commensurate decrease in pay, a practice commonly referred to as furlough.
- Other:
 - The district will eliminate personal leave cash out for the current school year and the 23-24 school year unless that staff member separates from service on June 30, 2023. Accrued personal leave during the 22-23 school year may be rolled over for use during the 23-24 school year.
 - Eliminate administrator stipends (mentorship, Hi-Cap, etc.), and corresponding work will be done by district office staff.

On behalf of the Stanwood-Camano School District, the Board of Directors:

_____ Date: _____
Miranda Evans, School Board President

_____ Date: _____
Superintendent

On behalf of the Stanwood-Camano School District Building Administrators:

_____ Date: _____
Carolyn Coombs, Assistant Principal SHS

_____ Date: _____
Cherae Almanza, Principal PSMS

_____ Date: _____
Jennifer Allen, Principal TCE