

**MEMORANDUM OF UNDERSTANDING**

THIS MEMORANDUM OF UNDERSTANDING SETS FORTH THE FOLLOWING AGREEMENT BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON/SEIU LOCAL 1948, HIGHLAND CHAPTER AND THE HIGHLAND SCHOOL DISTRICT #203 PURSUANT TO ARTICLE XIX, SECTION 19.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree with the following:

During the 2023-2024 school year, and continuing throughout the 2024-2025 school year, the Highland School District and PSE Leadership has/will continue to work collaboratively to update all job descriptions.

Below are the two (2) areas that have been finalized by the District and PSSE Leadership:

1. Updated job descriptions for all secretarial positions currently within Highland School District.
2. Updated job descriptions for all custodial positions currently within Highland School District.

This Memorandum of Understanding will be effective upon signature, shall remain in effect through August 31, 2025, and be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF  
WASHINGTON / SEIU LOCAL 1948

HIGHLAND CHAPTER

BY: Melva St. George

Melva St. George, Chapter President

DATE: 12.13.2024

HIGHLAND SCHOOL DISTRICT #203

BY: Mark Anderson

Mark Anderson, Superintendent

DATE: 12/13/24