

**MEMORANDUM OF UNDERSTANDING
BETWEEN
OSSEO AREA SCHOOLS, ISD 279
AND
MINNESOTA TEAMSTERS PUBLIC AND LAW ENFORCEMENT EMPLOYEES
UNION LOCAL #320**

TOPIC: License/Certificate Expiration

EFFECTIVE DATES: July 1, 2024 – June 30, 2026

The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD (“District”) and Minnesota Teamsters Public and Law Enforcement Employees Union Local #320 (“Custodians”) to clarify when an employee’s license/certificate expires and is not renewed.

PURPOSE:

The purpose of this MOU is to clarify the process when an employee’s license/certificate expires and is not renewed.

CONDITIONS:

Required License

Employees who use a license/certificate for salary placement above Class 1 will have their pay reduced to Class 1 if the license expires. The pay reduction will be shown on the second paycheck of the month following the expiration of the license. Upon renewal of the license, the employee’s pay will be restored to the higher level on the date the license is received by Human Resources. No retro pay will be received on time worked during the period of time the license was expired.

Additional Licenses

Employees that are eligible for an additional amount of pay with a license/certificate that is not required of their position will have their pay reduced by the license/certificate pay amount if the license/certificate expires. The pay reduction will be shown on the second paycheck after the expiration. Upon renewal, the employee’s additional pay will be reinstated on the date the renewal is received by Human Resources. No retro pay will be received on time worked during the period of time the license was expired.

The District’s automated system sends employee’s reminders at the 60 and 30-day mark prior to expiration. It is the responsibility of the employee to renew their license/certifications. Non-adherence to the renewal process will result in loss of pay and/or classification.

The parties agree with the above conditions as evidenced by their signatures below. The parties agree this is non-precedent setting.

Minnesota Teamsters Public and
Law Enforcement Employees

Osseo Area Schools, ISD 279:

Local #320:

Signed by:

David Bakke

David Bakke - Union Steward

Mark Barnes

Mark Barnes - Union Steward

Signed by:

Jeffrey Oakland

Jeffrey Oakland - Union Steward

Signed by:

Josh Leahr

Local #320 Representative

3/6/2025

Date

DocuSigned by:

Lisa Chang

Director of Human Resources

3/6/2025

Date