

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) between Yelm Community Schools ("District") and the Yelm Education Association ("Association") addresses employee placement on the salary schedule based upon outside experience and training.

WHEREAS, employees may submit prior experience and training to the District to be placed at a higher level on the salary schedule; and

WHEREAS, the Parties wish to clarify when and how employees are to submit this experience for salary placement.

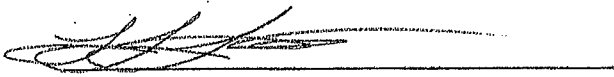
NOW, THEREFORE, the District and the Association agree as follows:

1. Article XII, A. Employee Contracts, Part 2.C will be changed as follows:
 - c. The salary to be paid for the contract calculated from the salary schedule and an indication of the experience and educational step placement from such salary schedule. An employee must provide experience and educational documentation to Human Resources no later than October 1st of the current school year. Documentation received after October 1st, shall be reviewed and appropriately applied to the employee's salary placement in the following school year as recognized by the Office of the Superintendent of Public Instruction (OSPI) or State Board of Education (SBE).
2. Article XII, Economic Provisions, Provisions Governing Employees Salary Schedule, a. Placement of employees on the salary schedule, will be changed as follows:
 - a. Placement of employees on the salary schedule: All employees will be placed on the salary schedule in accordance with their highest degree and actual educational credits earned after the granting of that degree. Additional credit hours earned after the highest degree shall be applicable for advanced placement on the schedule provided that the credits were recognized by the Office of the Superintendent of Public Instruction (OSPI) or State Board of Education (SBE). Consistent with Article XII, A. Employee Contracts, Part 2.C; an employee must submit experience and educational documentation to Human Resources by October 1st of the current school year for salary placement adjustments on the salary schedule. If an employee submits documentation after October 1st of the current school year, then the employee will be placed appropriately on the salary schedule for the following school year.

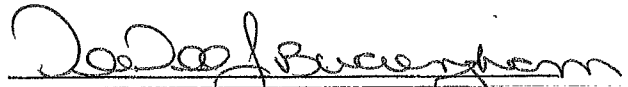
3. The parties agree that struck through language will be deleted and underlined language will be added to the collective bargaining agreement ("CBA").
4. The Parties agree that the above-stated language changes will be incorporated into the CBA when the CBA is reopened in the spring of 2027.
5. This MOU will remain in effect until this language is incorporated into the CBA or the parties agree otherwise.
6. This MOU becomes effective upon execution by both parties.

Yelm Education Association

Yelm Community Schools



Latasha Johnson, Co- President
of HR



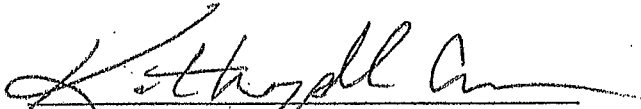
DeeDee Buckingham, Director

5-1-25

Date

5-5-25

Date



Kathryn Cullum, Co- President

5-1-25

Date