Memorandum of Understanding between
Shoreline School District No. 412 and
SEIU 925 Food Service Employees

This Memorandum of Understanding (MOU) between SEIU 925 Food Service Employees (Union) and Shoreline School District No. 412 (District), collectively "the Parties," is supplemental to the 2025–27 Collective Bargaining Agreement (CBA).

WHEREAS, the Parties have a mutual interest in ensuring that Food Service operations run efficiently and effectively to support student nutrition programs across the District; and

WHEREAS, the Parties recognize that the student calendar for the 2025-2026 school year for students attending Edwin Pratt Early Learning Center has decreased by four (4) student days eliminating the need for nutritional services for students on those days; and

WHEREAS, the Parties wish to clarify and provide Food Service employees assigned to Edwin Pratt, options for non-student days to better align with operational needs and employee availability.

NOW THEREFORE, the Parties agree as follows:

1. 2025-26 Work Calendar options

   A. Food Service staff assigned to Edwin Pratt Early Learning Center shall, at their discretion and in consultation with the Director of Food and Nutrition Services and District Warehousing, elect one of the following four options for the non-student days at Edwin Pratt (November 10 & November 26, 2025 and February 9 & May 11, 2026):

      1. Use leave without pay
      2. Use personal leave
      3. Work assigned number of hours at another location determined by Supervisor
      4. Utilize flex-time which is defined for this purpose as working extra hours during pre-approved regular contract days in exchange for equivalent time off

2. Food Service staff identified above shall document which of the four options they select at least five (5) school days prior to the upcoming non-student day and notify the Director of their choice. Therefore, the affected employee will provide notice as follows:

Date of notice	**Non-Student Date**
November 3, 2025	November 10, 2025
November 19, 2025	November 26, 2025
February 2, 2026	February 9, 2026
May 2, 2026	May 11, 2026

3. Food Service staff shall, if selecting option #1 above will complete and submit a PS 102 form within five (5) days of the absence.
4. Food Service staff shall, if selecting option #2 above, record their leave in the Skyward Employee Access system within five (5) days of the absence.
5. The parties acknowledge that this agreed upon resolution of the 2025-26 calendar for Food Service staff assigned to Edwin Pratt Early Learning Center applies only to this specific situation and school year unless the parties mutually agree to extend this MOU. This agreement does not alter the current CBA or set precedent for future changes to the Food Services Staff calendar.

This MOU shall be in effect upon signature of Parties through July 1, 2026 unless extended by mutual agreement. All other provisions of the collective bargaining agreement shall remain in full effect.

Agreed to this 22 day of October, 2025.

For District

Randi Seaberg 10/22/2025

Randi Seaberg, Director Human Resources

For SEIU

10/28/2025

Roslyn Erlewine, Organizer SEIU 925