

MEMORANDUM OF AGREEMENT (MOA)

Between

Issaquah School District No. 411 And Service Employees International Union (SEIU) Local 925

SUBJECT: Inclusion of District Safety and Security Officers in the SEIU 925 Bargaining Unit

Background:

This Memorandum of Agreement (MOA) is entered into by the Issaquah School District No. 411 ("District") and SEIU Local 925 ("Union") to add the newly recognized unit of District Safety and Security Officers (SSOs) to the Collective Bargaining Agreement (CBA) between the parties effective September 1, 2024 – August 31, 2027.

Agreement: The parties agree that the following provisions shall be incorporated into the existing Collective Bargaining Agreement as it applies to the District Safety and Security Officers:

Section 1.1 Exclusive Representative; The District recognizes Service Employees International Union Local 925 as the exclusive representative of all employees in the bargaining unit, including the job titles of General Paraprofessional, Learning Resource Center (LRC) I, LRC II, Health Room Specialist, Academy for Community Transition Staff, Before and After School Care Program Staff, Aides, Paraeducator Coaches, Echo Glen Staff, Unique Needs Specialist (UNS), District Safety and Security Officers, and substitutes as covered by Article 19, and the Union recognizes the responsibility of representing the interests of all such employees on wages, hours, and working conditions.

Section 1.3 – Job Descriptions District Safety and Security Officers report directly to the Director of Safety and Security.

New Section 5.7.3- SSO's will attend the District Safety advisory committee.

Section 5.9 District In-Service: Paraprofessionals and District Safety and Security Officers shall be eligible to be selected to attend District in-service programs. If required to attend, they shall be compensated at their regular hourly rate.

Section 5.17 Notification of Behavior Support: Employees assigned to an environment with a student with a behavior intervention plan (BIP), emergency response plan (ERP), or crisis plan, if appropriately determined by the case manager, in accordance with law, shall be informed about these plans prior to the assignment by either building administration or the Case Manager. Allowances will be made for emergency coverage.

Paraprofessionals and District Safety & Security Officers may request clarification of a BIP, ERP, or crisis plan from certificated professionals or administration

When invited to attend IEP meetings outside of the regularly scheduled work hours, employees shall be paid their regular hourly rate of pay for attendance

New Section 5.18.2 District Safety and Security Officers will be provided the necessary technology needed to complete the essential functions of their job.

Section 6.2: To improve student and staff safety, employees with assignments in the LRC II, ACT, UNS and District Safety and Security Officers pay classifications are required to complete the full District-designated de-escalation training program and maintain their certification. The District commits to provide sufficient training, and new employees are required to complete the training within four (4) months of the employee's start date. Staff employed as of September 1, 2024 who are not certificated and have assignments in these classifications must finish the District provided training by June 30, 2025.

Designated de-escalation training will be optional for all other paraprofessionals.

Section 8.1 Annual Assignment Employees will have a calendar that coincides with the student calendar, plus two workdays of which one (1) will be before school begins and one (1) will be on a non-student day during the school year, for a total of 182 workdays. District Safety and Security Officers have a 186 workday calendar which includes 3 days before school starts and 3 days after school ends.

Section 8.2 Paid Vacation: Paraprofessionals and District Safety and Security Officers who work seven and one-half (7 ½) hours or more per day accrue one (1) day of vacation per month for a total of nine (9) paid days. Paraprofessionals and District Safety and Security Officers who work less than seven and one-half hours per day earn no vacation. These days will be paid in June of each year.

Article 9- District Safety and Security Officers are covered under this entire section.

New Language - Uniform Language:

Standard issue includes protective clothing, seasonal outerwear, identification items, and essential gear for field operations and medical response. Protective gear should be updated in accordance with manufacturer-recommended lifespans (e.g., ballistic vest every five years). Core uniform items are eligible for annual replacement. All other equipment should be maintained in good working condition and replaced as needed due to wear, damage, or expiration.

New Language - Training:

The district will agree to take every step possible to ensure the latest training is provided to SSO's to increase their knowledge and experience in providing a safe and secure environment within the Issaquah School District. This section will be an agenda item at LMT meetings as requested.

Section 17.5 Premium Pay: Premium pay shall be given to employees for hours worked in the following programs at the designated rates:

Career & Technical Education	\$1.00/hour
Learning Resource Center I	\$1.50/hour
Learning Resource Center II	\$2.50/hour
Echo Glen worksite	\$6.00/hour
Health Room Specialist	\$2.50/hour
ACT Program	\$2.75/hour
Unique Needs Specialist/PLC	\$15.00/hour
District Safety and Security Offices	\$16.00/hour
* Annual \$5,000 stipend upon Completion of RBT certification.	

NEW Article 22 – School Security Officer (SSO) Assignment and Duties

Section 22.1 – Seniority Defined

For the purposes of this Article, seniority shall be defined as the length of continuous service as a School Security Officer (SSO) within the District. Seniority shall be applied District-wide unless otherwise specified. In cases of layoff, recall, vacancies, promotions, and the assignment of additional hours, seniority shall govern where qualifications are substantially equal.

Section 22.2 – Base School Assignment

School Security Officers (SSOs) shall be assigned to a designated base school by the Director of Security. This base assignment shall serve as the officer's primary work location unless otherwise directed by the Director of Safety and Security pursuant to Article 16.5.1.

Section 22.3 – Temporary Deployment

The Director of Security may temporarily deploy SSOs to other District sites to address emergent safety or security needs. Such deployments shall be on a temporary basis and shall not alter the employee's base school assignment, shift, or regular work schedule unless mutually agreed.

Section 22.4 – Collaboration and Responsibilities

SSOs shall perform their duties in collaboration with site-based administrators to ensure a safe and secure school environment for students, staff, and visitors. SSOs shall act in a professional and respectful manner in carrying out District safety policies, emergency procedures, and daily security functions.

Section 22.5 – Communication and Reporting

SSOs shall maintain clear, ongoing communication with their site administrators, Lead SSO, Supervisor, and the Director of Security regarding:

1. Daily incidents or safety concerns occurring on school grounds;

2. Identified needs for additional resources, staffing, or equipment; and
3. Recommendations for improved security and emergency response procedures.
4. SSOs may be provided access to all applicable District programs and systems used for incident reporting with Principal approval to ensure accurate and timely reporting. This section will be an agenda item at LMT meetings as requested.

Section 22.6 – Recognition of Role

The District recognizes SSOs as key members of the school safety team. SSOs shall be included in site-level safety planning, threat assessments, emergency drills, and other relevant discussions impacting school security operations.

Section 22.7 – Breaks and Meal Periods

1. SSOs shall receive rest breaks in accordance with state law and District policy.
2. SSOs shall be provided an uninterrupted, duty-free lunch period of not less than thirty (30) minutes.
3. In the event an SSO is required to remain on duty, respond to calls, or otherwise perform work during their lunch period, such time shall be considered hours worked and compensated accordingly at the employee's regular rate of pay.

Section 22.8 – Additional Hours for Security Events

1. Additional security hours requested for school events or District functions beyond the employee's contracted hours shall first be offered to SSOs regularly assigned to the site where the event occurs.
 2. If additional hours remain unfilled, they shall be offered strictly by seniority to qualified SSOs across the District.
 3. All such hours shall be compensated at the appropriate overtime or extra-duty rate as provided in this Agreement.
 4. Any SSO called in for additional hours shall be guaranteed a minimum of two (2) hours of pay, regardless of the actual length of the assignment.
 5. All school events requiring security coverage shall, whenever possible, be staffed by no fewer than two (2) SSOs to ensure adequate safety and support.
2. SSO have the first right of refusal for any extra work prior to offering to other staff or agencies.

Section 22.9 – Vacancy and Movement

1. When a vacancy or open SSO position occurs at a school site, the position shall first be offered to current SSOs within the District.
2. Movement into open positions shall be determined by District-wide seniority, provided the employee is qualified for the assignment.
3. Once the vacancy is filled, the resulting open position may then be posted and filled through the normal hiring process.

Section 22.10 – Pay for Higher Classification

1. Whenever an SSO is assigned to perform the duties of a higher classification (such as Lead SSO or Supervisor), the employee shall be paid at the higher classification rate of pay for all hours worked in that capacity, whether for a full shift or any portion thereof.
2. Such pay shall begin immediately upon assumption of the higher-level duties, without delay or waiting period.

Section 22.11 – Layoff and Recall

1. In the event of a layoff, SSOs shall be laid off in the inverse order of their District-wide seniority, provided the remaining employees are qualified to perform the available work.
2. Recall from layoff shall be made in order of District-wide seniority, with the most senior qualified employee offered the first available position.
3. An employee who declines recall to a position of fewer hours or lower pay than their previous assignment shall not forfeit recall rights to future positions equal to their previous assignment.
4. The District shall provide at least thirty (30) calendar days' written notice prior to the effective date of any layoff.

ADDENDUM A

Effective June 18, 2025 through August 31, 2025

And subject to 17.4

STEP	YEARS OF SERVICE	SAFETY & SECURITY OFFICER
1	0-2	\$ 41.96
2	3-4	\$ 42.34
3	5-6	\$ 42.94
4	7-8	\$ 44.30
5	9-10	\$ 44.75
6	11-12	\$ 45.50
7	13+	\$ 46.31

Effective September 1, 2025 through August 31, 2026.

Subject to 17.4

STEP	YEARS OF SERVICE	SAFETY & SECURITY OFFICER
1	0-2	\$ 43.13
2	3-4	\$ 43.53
3	5-6	\$ 44.15
4	7-8	\$ 45.57
5	9-10	\$ 46.04
6	11-12	\$ 46.83
7	13+	\$ 47.67

Signatures:

The parties have executed this Agreement this 14th day of September, 2025 in witness whereof, the parties have hereunto set their hand and seal this.

FOR: SEIU 925



Mk Arellano-Smith (Nov 21, 2025 12:21:43 PST)

Maria Arellano, Field Organizer, SEIU 925



Alexis Grosclaude (Nov 19, 2025 11:54:58 PST)

Alexa Grosclaude



Lloyd C. Wray (Nov 17, 2025 14:24:08 PST)

Lloyd Wray



Jacob Gardiner (Nov 19, 2025 12:49:30 PST)

Jacob Gardiner



William Green (Nov 20, 2025 14:04:51 PST)

William Green

FOR: Issaquah School District 411



Martin Turney, CFO



Carleena Pfeiffer (Nov 19, 2025 12:51:23 PST)

Carleena Pfeiffer, Director HR



Heather Tow-Yick (Nov 19, 2025 14:56:13 PST)

Heather Tow-Yick, Superintendent