

MEMORANDUM OF UNDERSTANDING
for
PERSONAL LEAVE

This Memorandum of Understanding is entered into between Independent School District No. 347, Willmar Public Schools (hereafter "School District") and the Local Union NO 559 American Federation of State, County and Municipal Employees, AFL-CIO – Administrative Assistants ("Union").

WHEREAS, the Union is the exclusive representative of the Administrative Assistant employees employed by the District, and

WHEREAS, a ratified Master Agreement for 2024-2026 exists between the School District and the Union, and

WHEREAS, the School District and the Union agree that a recent change to the collective bargaining agreement caused harm to employees regarding Personal Leave time.

NOW THEREFORE, the Parties hereby agree to the following:

1. Traci Anderson shall receive sixteen (16) hours of the personal leave added to the balance for the 25-26 school year.
2. Amy Mortensen shall receive twenty-four (24) hours of personal leave added to the balance for the 25-26 school year.
3. Amy Issacson shall receive ten (10) hours of personal leave added to the balance for the 25-26 school year.
4. The Personal Leave shall be used within the 25-26 school year.
5. This MOU constitutes the entire agreement between the parties relating to this matter. No party has relied on any statements or promises on this issue that are not set forth in this document. The MOU controls to the extent that it conflicts with the CBA. No changes in this MOU are valid unless they are in writing and signed by all parties.

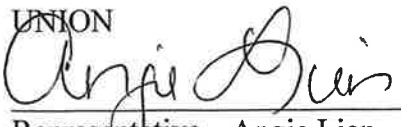
By signing below, each party specifically acknowledges that it has read, understands, and agrees to be legally bound by all the terms of this Memorandum of Understanding.

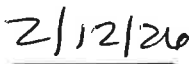
STEWARD


Christina Madsen


Date

UNION


Representative - Angie Lien


Date





SCHOOL DISTRICT

Austin Bos
Board Chair

3/9/2026
Date