

MEMORANDUM OF UNDERSTANDING

THE PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN THE NORTH KITSAP SCHOOL DISTRICT #400 AND PUBLIC SCHOOL EMPLOYEES OF NORTH KITSAP CHAPTER #920, AN AFFILIATE OF PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948. THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XXI, SECTION 21.2 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

Background:

The parties recently bargained modifications to paraeducator collaboration time to provide more consistent, meaningful, and structured Professional Learning Community (PLC) opportunities. The parties also recognize a need to clarify expectations regarding early-release days and replace prior related MOU(s).

Agreement:

1. Replacement of Prior MOU

This Memorandum of Understanding supersedes and replaces any prior MOU(s) related to paraeducator collaboration time and early-release day expectations addressed herein, and such prior agreements shall be considered null and void upon execution of this MOU.

2. PLC Time Structure

In addition to the regular workday, paraeducators shall be provided a fifty (50) minute block per week, scheduled on Wednesdays, dedicated to PLC time, consistent with the newly bargained contract language in Article VII, Section 7.7.

3. Purpose and Use of PLC Time

- a. PLC time is intended to provide paraeducators with meaningful, uninterrupted time for:
 - i. Collaboration with certificated staff and team members;
 - ii. Student support planning and program alignment; and/or
 - iii. Professional development activities.
- b. The shift to a single, dedicated fifty (50) minute block represents an improvement over the prior model by:
 - i. Providing protected and predictable collaboration time;
 - ii. Allowing for deeper, more meaningful engagement than shorter, fragmented time blocks; and
 - iii. Increasing consistency across buildings and programs.
- c. The District will provide two (2), fifty (50) minute blocks per month of PLC time will be designated as District or Building-directed professional development and will be eligible for clock hours to satisfy the state-mandated fourteen (14) hour training requirement for paraeducators.

4. Implementation

- a. PLC time shall be scheduled on Wednesdays; however, the structure and specific use of time may vary by building or program based on operational needs.
- b. The District will make reasonable efforts to ensure that this time is protected and used for its intended purpose.
- c. The parties agree that this time is not intended to be routinely repurposed for duties unrelated to collaboration or professional learning.

- d. Annual Half Days: On all scheduled school calendar half days, paraeducators will work a true half-day and will be released fifteen (15) minutes after student dismissal.

5. **Ongoing Review**

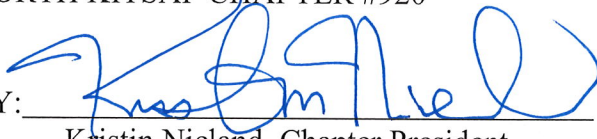
The District and the Union agree to communicate annually and as needed regarding implementation and to address concerns through mutual agreement.

6. **Duration**

This MOU shall expire on August 31, 2029, unless extended by mutual agreement. This MOU shall not be cited as past practice in any future grievance, arbitration, or negotiation, except for the purpose of enforcing its terms during its duration.

PUBLIC SCHOOL EMPLOYEES
OF WASHINGTON / SEIU LOCAL 1948

NORTH KITSAP CHAPTER #920

BY: 
Kristin Nieland, Chapter President

DATE: 8/31/2026

NORTH KITSAP SCHOOL DISTRICT #400

BY: 
Rachel Davenport, Interim Superintendent

DATE: 8/27/2026