MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** ("MOU") is made by and between the North Kitsap School District No. 400 ("District") and the North Kitsap Education Association ("NKEA"), collectively referred to as the "Parties.").

WHEREAS, during collective negotiations in spring 2026, the Parties negotiated several changes to the academic calendar to permit a mid-winter break for students and staff during the 2026-2027 school year, while ensuring that the District met or exceeded the annual minimum number of students days and average instructional minutes required by state law;

WHEREAS, the District has discovered that due to the changes made to the academic calendar, the total number of hours within employees' base contracts was unintentionally reduced by 3.75 hours, an issue that the District did not discover during collective bargaining;

WHEREAS, the Parties agree that the intent of the bargained-for changes to the academic year was not to reduce the base contract and, at the request of the District, reconvened to address that unintended consequence.

NOW, THEREFORE, the Parties agree as follows:

1. During the 2026-2027 school year, certificated staff shall complete 3.75 hours of asynchronous trainings and submit a certificate of completion to the District by June 15, 2026. Staff may choose from a broad menu of trainings to complete these hours, including:

    - Trainings offered by the District regarding Qmlativ, which will be replacing Skyward at the start of the 2027-2028 school year;
    - Trainings on Artificial Intelligence offered by the District's Technology Department;
    - Google Certification courses;
    - AVID trainings;
    - Vector trainings;
    - Trainings/courses offered by the Washington Education Association ("WEA")*; or
    - Other training relevant to an employee's unique job duties.

    Staff that choose not to complete these asynchronous trainings may utilize their accrued paid leave.

    *Trainings offered by the WEA may be clock-hour eligible, the District will offer clock hours for other trainings when possible.

2. For the 2027-2028 and 2028-2029 school years, a half-day will be added to the August Professional Development days (resulting in a total of 3.5 days). The additional half-day will be earmarked for School Leadership Teams to use for SLT-determined purposes, which could include, but are not limited to:

- Planning student supports;
- Reviewing student plans and accommodations;
- Completing Panorama modules;
- Reviewing Solara data;
- Reviewing, planning, and preparing for interventions;
- Conferring with school counselors; or
- Working in grade or department bands.

3. This MOU shall be effective immediately.

4. The Parties agree to discuss this MOU during the 2029 collective negotiations.

NORTH KITSAP SCHOOL DISTRICT NO. 400

Dr. Rachel Davenport, Superintendent

11/02/2026
Date

NORTH KITSAP EDUCATION ASSOCIATION

Ted Jez, President

11/04/2026
Date