

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**NORTH THURSTON PUBLIC SCHOOLS**  
**And**  
**PUBLIC SCHOOL EMPLOYEES OF NORTH THURSTON**

This agreement between North Thurston Public Schools (The District) and Public School Employees of North Thurston (The Association) is onetime and non-precedent setting.

In order to ensure that no employee suffers a loss of pay due to the inclement weather, the parties agree to the following:

1. Students are required 180 days of contact time.
2. Due to inclement weather, the Office of the Superintendent of Public Instruction and the State of Washington waived four (4) days of student contact time.
3. PSE transportation staff who have a revised 191 day calendar will make up the four (4) days cancelled due to snow as follows, based upon their DAT with the following activities: Employees may not need to participate in all activities on this menu to reach their assigned DAT.
  - Between the date of March 11, 2019 and August 31, 2019, any extra time not bid on can be recorded and not claimed for pay
  - Smart Tag Training (4-6) hours
  - Annual August in-Service (8) Hours
  - Prior to June 10, 2019, washing, cleaning and ensuring employee's bus will pass State WSP Inspection. June 10- through June 14<sup>th</sup> (2) hours
  - Prior to June 19, 2019, washing, cleaning and ensuring employee's bus is extremely clean on the last day of school (2) hours
  - Mandatory In-Service Driving Simulator and PT Testing last week of March 2019 on ½ days (2 to 3 hours)
  - Mandatory Safety Meeting May 29, 2019 (1) hour
  - Safe Schools training assigned by District (2-4 hours)
  - First Aid recertification (3) hours.
  - Back to School Phone Bank
4. PSE food service staff who have a revised 191 day calendar will make up the four (4) days cancelled due to snow as follows based upon their assigned time with the following activities: Employees may not need to participate in all activities on this menu to reach their assigned time.
  - Between the date of March 11, 2019 and August 31, 2019 , any extra time can be recorded and not claimed for pay
  - Kitchen Manager meeting in early April (1.5) hours
  - June 20, 2019, deep cleaning of kitchens (8) hours
  - Annual start-up meeting (8) hours
  - New online production record and menu planning system training (4 – 6) hours
  - Catering opportunities and summer programs
  - Prior to the start of school receive deliveries and open kitchens (3 – 6) hours
5. In the event that an issue arises which prevents a PSE represented staff member from working the aforementioned days, appropriate leave may be used.

Dawn Chung 3-20-19  
Dawn C. Long, HR Director      Date  
District

Lyn Nakashima 3-20-19  
Lyn Nakashima,      Date  
PSE Association

Janice Kilgore 3-20-19  
Janice Kilgore,      Date  
PSE Association