

**Memorandum of Understanding
Between
Kent School District
And
Kent Principals Association**

Pandemic-Related Workload Impact in School Years 2021-2022 & 2022-2023

This Memorandum of Understanding (MOU) is entered into between the Kent School District (District) and the Kent Principals Association (KPA). The parties agree to the terms set forth in this MOU considering their acknowledgement of the bargaining unit's increased workload resulting from the COVID-19 pandemic for the 2020-2021 and 2021-2022 school years. The following are examples of areas of increased workload during that time:

- Coordination/facilitation of COVID related processes, including contact tracing, administration of testing sites, PPE management, and other related efforts to curb the spread of the virus.
- Training and professional development for building staff on sanitation/minimizing the spread of infectious diseases, trauma informed practices, and social-emotional learning.
- Planning and implementing activities related to summer learning, supplemental afterschool programs, and credit recovery.

In consideration of this increased workload, the parties agree to temporarily amend the following provisions of their CBA, effective from the date of ratification of the CBA until it's expiration at midnight on June 30, 2023. At midnight on June 30, 2023, the language of the provisions temporarily amended by this MOU shall revert back to the language as it appears in the 2019-2021 CBA between the parties.

- Section 3.3.1
Each building administrator may request, on an annual basis, compensation for up to ten (10) days of unused vacation based on the June 30 accumulation. These days will be paid at the adjusted per diem rate. In order to qualify for vacation cash out, ~~ten (10)~~ five (5) days of vacation must be used during the contracted year (July 1 through June 30). New administrators are exempt from this ~~ten (10)~~ five (5) day usage minimum for their first year only.
- Section 4.3 Vacation
For building administrators, vacation days shall be accrued at the rate of 16 hours and 40 minutes per month, for a maximum of twenty-five (25) days per year, provided they shall be required to take a minimum of ~~ten (10)~~ five (5) days of vacation each contract year. (Days donated through the shared leave program will count toward the required ~~10~~ five (5) days.) New administrators are exempt from this ~~ten (10)~~ five (5) day usage minimum for their first year only. Vacation time shall not be accumulated in an amount to exceed two (2) times the employee's annual entitlement (fifty (50) days) as computed under this section. Vacation days in excess of two (2) times the employee's annual entitlement shall be lost unless used prior to June 30 and annually each June 30 thereafter.
- Section 4.6 On-Call Day Leave
Building administrators will receive four (4) on-call days each year that may be scheduled and used only during the District's winter break (December/January), mid-winter break (February) ~~and~~ spring break (April) and summer break. These days cannot be carried over from year to year or cashed out. Building administrators hired on or after December 1 will receive two (2) on-call days,

and building administrators hired on or after April 1 will not receive on-call leave for that school year.

While on-call, building administrators are not required to remain on district property and may use on-call time for his/her own purpose. However, in all instances, building administrators shall use their cell phone to answer all phone calls and will check and respond to emails. Additionally, they must be able to ~~report to the district~~ or school office attend a virtual meeting on Teams, Zoom, or some other platform within one (1) hour of such request/direction by their supervisor or chief officer.

Remote Work Option

For July and August of 2022 only, administrators are allowed to work remotely, except for the first week after school is out and the first week before school begins, subject to the following conditions:

- The administrator can respond within one (1) hour to such request/direction by their supervisor or chief officer to a Teams, Zoom, or other virtual meeting.
- At least one (1) administrator, administrative intern, or qualified principal designee, is working physically at their school building during any summer school session occurring at that building.
- The administrator obtains their supervisor’s approval, which will not be unreasonably withheld or conditioned.

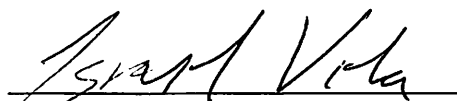
Professional Development Fund

For school years 2021-2022, and 2022-2023, the annual appropriation of \$2,000 to each administrator for professional development and technology expenses described in Section 3.5.1 shall be suspended in light of the District’s restrictions on travel. Current fund balances remain undisturbed, and accessible.

Stipend

All members of the KPA bargaining unit on the KSD payroll on the date the KSD Board of Directors ratifies the CBA between the parties shall receive a one-time payment of a \$7,000 dollar stipend payable on the March 2022 pay warrant. All members of the KPA bargaining unit on the KSD payroll on January 1, 2023 shall receive a one-time stipend payment of \$2,000, payable on the January 2023 pay warrant. These stipends are non-precedent setting.

Kent School District


Israel Vela _____ Date
Interim Superintendent

Kent Principals Association

Dr. Rosa M. Villarreal
Digitally signed by Dr. Rosa M. Villarreal
Date: 2022.03.03 15:34:42 -08'00'

Dr. Rosa Villarreal Date
President