

COLLECTIVE BARGAINING AGREEMENT BETWEEN

**DEER PARK SCHOOL DISTRICT #414**

AND

**PUBLIC SCHOOL EMPLOYEES OF DEER PARK**

SEPTEMBER 1, 2024 – AUGUST 31, 2027



**Public School Employees of Washington / SEIU Local 1948**

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1 **DECLARATION OF PRINCIPLES**

2  
3 Participation of employees in the formulation and implementation of personnel policies affecting them  
4 contributes to effective conduct of school business.

5  
6 The efficient administration of the system of public instruction and well-being of employees requires  
7 that orderly and constructive relationships be maintained between the parties hereto.

8  
9 Subject to law and the paramount consideration of service to the public, employee-management  
10 relations should be improved by providing employees an opportunity for greater participation in the  
11 formulation and implementation of policies and procedures affecting the conditions of their  
12 employment.

13  
14 Effective employee-management cooperation requires a clear statement of the respective rights and  
15 obligations of the parties hereto.

16  
17 It is the intent and purpose of the parties hereto to promote and improve the efficient administration of  
18 the District and the well-being of employees within the spirit of the Public Employees Collective  
19 Bargaining Act, to establish a basic understanding relative to personnel policies, practices and  
20 procedures, and to provide means for amicable discussion and adjustment of matters of mutual interest.

21  
22 In light of the above sections the Deer Park School District and the Public School Employees of Deer  
23 Park, an affiliate of the Public School Employees of Washington/SEIU Local 1948, are in agreement  
24 with the traditional “Mission of the Schools” and will meet in a collaborative mode to assist all parties  
25 in accomplishing that Mission.

26  
27 The management and employees covered under this contract jointly agree to actively promote safety  
28 and security in all work areas. Management will support, implement and manage safety and security  
29 programs that meet the goal of a safe and secure academic environment. Employees will participate in  
30 and adhere to said programs.

31  
32 **PREAMBLE**

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34  
35 This Agreement is made and entered into between Deer Park School District Number 414 (hereinafter  
36 referred to as “District”) and the Public School Employees of Deer Park Custodial, Transportation,  
37 Food Service, Paraeducator and Maintenance Units, an affiliate of Public School Employees of  
38 Washington/SEIU Local 1948 (hereinafter “Association”).

39  
40 In accordance with the provisions of the Public Employees Collective Bargaining Act and regulations  
41 promulgated pursuant thereto, and in consideration of the mutual covenants contained therein, the  
42 parties agree as follows:  
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**ARTICLE I**

**RECOGNITION AND COVERAGE OF AGREEMENT**

**Section 1.1. Association Recognition & Responsibility.**

The District hereby recognizes the Association as the exclusive representative of all employees in the bargaining unit described in Section 1.3, and the Association recognizes the responsibility of representing the interests of all such employees.

**Section 1.2. Association Exclusion.**

Nothing contained herein shall be construed to include in the bargaining unit any person whose duties as deputy, supervisory employees (excluding Supervisory Assistants) administrative assistant, or secretary necessarily imply a confidential relationship to the Board of Directors or Superintendent of the District pursuant to RCW 41.56.030(2).

**Section 1.3. Bargaining Unit.**

The bargaining unit to which this Agreement is applicable is as follows: All classified employees performing work in the Transportation, Custodial and Food Service, Maintenance and all employees performing work as a Paraeducator, a Supervisory Assistant, and ECEAP Personnel which is defined as a classified employee who works in the District for the education and/or benefit of the students, except as described in Section 1.2.

**Section 1.3.1. Substitutes.**

Less than full-time employees in the above general job classifications are included in the bargaining unit. The term “less than full-time employees” includes but is not limited to substitute employees who are employed by the District for more than thirty (30) cumulative days within any twelve (12) month period ending during the current or immediately preceding school year and who continue to be available for employment as substitutes. This agreement limits employees cited in this section to Article VII, Section 7.6, 7.8, 7.10.

For purposes that concern only substitutes employees, a substitute seniority list will be posted with hire dates for each classification. If a substitute is working in more than one classification, a hire date will be established for each classification.

The established seniority list will be used when filling in for regular employees on a rotation basis. When a position is open in the bargaining unit the procedure outlined in Article XII, Section 12.5 will be followed. All substitutes will be evaluated at least once a year. As new substitutes are hired in custodial and food service units paid on the job in-service will be provided to outline the duties in each site (kitchen/building custodial areas).

Physicals for substitute drivers will be paid according to this Agreement, Article VII Section 7.12.2.

**Section 1.4. Temporary Positions.**

A ‘temporary position’ is one that is a new or an existing position that is filled for a limited period of time. All time worked in a temporary position will be credited for seniority should the employee become a regular employee in that position. Should that period of time exceed thirty (30) workdays in a sixty (60) calendar day period, then that position must be considered a permanent regular position,



1 with the exception of seasonal workers for Grounds and temporary needs in Transportation. As a  
2 permanent regular position, it will be posted for bid, and subject to all terms of the contract.

3  
4 Substituting for a regular employee on an approved leave (i.e., medical) does not qualify for temporary  
5 status.

## 6 7 8 **ARTICLE II**

### 9 10 **RIGHTS OF THE EMPLOYER**

#### 11 **Section 2.1. District Rights.**

12 It is agreed that customary and usual rights, powers, functions, and authority of management are vested  
13 in management officials of the District. Included in these rights in accordance with applicable laws and  
14 regulations is the right to direct the work force, the right to hire, promote, retain, transfer, and assign  
15 employees in positions; the right to suspend, discharge, demote, or take other disciplinary action  
16 against employees; and the right to release employees from duties because of lack of work or for other  
17 legitimate reasons. The District shall retain the right to maintain efficiency of the District operation by  
18 determining the methods, the means, and the personnel by which such operation is conducted.

#### 19 20 **Section 2.2. Reasonable Rules & Regulations.**

21 The right to make reasonable rules and regulations shall be considered acknowledged functions of the  
22 District. In making rules and regulations relating to personnel policies, procedures and practices, and  
23 matters of working conditions, the District shall give due regard and consideration to the rights of the  
24 Association and the employees and to the obligations imposed by this Agreement.

## 25 26 27 **ARTICLE III**

### 28 29 **RIGHTS OF EMPLOYEES**

#### 30 31 **Section 3.1. Union Participation.**

32 It is agreed that all employees subject to this Agreement shall have and shall be protected in the  
33 exercise of the right, freely and without fear of penalty or reprisal, to join and assist the Association.  
34 The freedom of such employees to assist the Association shall be recognized as extending to  
35 participation in the management of the Association, including presentation of the views of the  
36 Association to the Board of Directors of the District or any other governmental body, group, or  
37 individual. The District shall take whatever action required or refrain from such action in order to  
38 assure employees that no interference, restraint, coercion, or discrimination is allowed within the  
39 District to encourage or discourage membership in any employee organization.

#### 40 41 **Section 3.2. Matters of Concern.**

42 Each employee shall have the right to bring matters of personal concern to the attention of appropriate  
43 Association representatives and/or appropriate officials of the District.  
44  
45

1 **Section 3.3. Right to Representation.**

2 Employees of the units subject to this Agreement have the right to have Association representatives or  
3 other persons present at discussions between themselves and supervisors or other representatives of the  
4 District as hereinafter provided.

5  
6 **Section 3.4. Evaluations.**

7 The purpose of observations and evaluations is not only to observe the quality and quantity of the work  
8 of the employee but shall be used to evaluate and guide the employee in the performance of the  
9 employee's duties in a helpful manner. Employees will have the opportunity to discuss the results of  
10 the evaluated observations with their immediate supervisor or designee.

11  
12 Evaluations will be completed by May 1 of each year for all part time Custodial, Food Service,  
13 Paraeducator, Supervisory Assistant and ECEAP personnel. Evaluations will be completed by June 1  
14 of each year for all Transportation personnel. Evaluations will be completed on August 1st of each  
15 year for full time Custodial and Maintenance personnel. The administrator will solicit input from all  
16 staff member(s) who work more closely with the employee and will include the input, if provided. The  
17 employee may attach a rebuttal to the evaluation that will be included in the Personnel File. Issues  
18 contained in the formal evaluation which reflect substandard job performance by the employee will be  
19 issues that have been previously discussed with that employee by the supervisor. To allow the  
20 employee sufficient time to improve performance, it is expected that job performance concerns will be  
21 discussed with the employee at the earliest possible time but no later than twenty-five (25) workdays  
22 after the time when it first becomes a concern of the supervisor.

23  
24 **Section 3.5. Non-Discrimination.**

25 Neither the District nor the Association shall discriminate against any employee on the basis of sex,  
26 race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual  
27 orientation including gender expression or identity, marital status, the presence of any sensory, mental  
28 or physical disability, the use of a trained guide dog or service animal by a person with a disability, or  
29 any other basis prohibited by law.

30  
31 **Section 3.6. Personnel File.**

32 There shall be only one (1) official personnel file for each employee, which shall be kept in the District  
33 office. Each employee shall have the right to review the contents and add rebuttals to evaluations or  
34 derogatory material that has been included in the file. Derogatory material shall be included only after  
35 the employee has been given a copy of the material no less than five (5) days prior to the insertion of  
36 the material into the file. Derogatory material shall be removed from the file, upon the request of the  
37 employee, no later than two (2) years after the date of its insertion. Derogatory material not brought to  
38 the attention of the employee or copied to the employee in accordance with this Section, may not be  
39 used for any purpose adverse to the employee's interests.

40  
41 **Section 3.7. Hepatitis B Inoculation.**

42 If the district is required to provide the Hepatitis B inoculation, and the employee opts to be inoculated  
43 (Hepatitis B), the District shall provide any required time for the employee to go to a local physician or  
44 other healthcare provider approved by the District, and the cost of the inoculation.



1 **Section 3.8. Conduct of Union Personnel.**

2 District personnel and Association members and staff shall at all times conduct themselves with  
3 dignity and respect toward the other party. In their relationships, every effort shall be made to avoid  
4 words and actions which may be interpreted as ridicule or disrespect.

5  
6 **Section 3.9. Transfer of Previous Experience. (RCW 28A.400.300)**

7 When an employee leaves one school district within the State of Washington and commences  
8 employment with another school district within the state, the employee shall retain the same longevity,  
9 leave benefits and other benefits that the employee had in his/her previous position. Employees who  
10 transfer between districts shall not retain any seniority rights other than longevity when leaving one  
11 school district and beginning employment with another within the State of Washington. If the school  
12 district to which the person transfers, has a different system for computing leave benefits and other  
13 benefits, the employee shall be granted the same longevity, leave benefits and other benefits as a  
14 person in the new district who has similar occupational status and total years of service.

15  
16 **Section 3.10. Employee’s Right to Safe Work Environment.**

17 In the event the employee is assigned to a position wherein his/her physical safety is in jeopardy, due  
18 to the tendencies of a student to whom the employee is assigned, the District will take reasonable steps  
19 to reduce the risk of injury. The employee has the right to refuse to continue to be placed in a  
20 potentially dangerous situation until a written plan is in place to reduce the risk of injury and the  
21 employee has participated in the development of the plan. The written plan will be provided to the  
22 employees who are affected by that plan. If the employee does not choose to work after reasonable  
23 accommodations have been made, the District is under no obligation to find other work for the  
24 employee.

25  
26 **Section 3.10.1. Assault on an Employee.**

27 Any case of assault upon an employee shall be promptly reported to their supervisor and if the  
28 employee deems it necessary, the appropriate law enforcement agency.

29  
30 **Section 3.10.2. Infectious Diseases.**

31 In the event the Spokane Regional Health District (SRHD) determine employees are facing  
32 medical exclusions due to contagious disease, the district and association will meet to discuss  
33 the impact.

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35  
36 **ARTICLE IV**

37  
38 **RIGHTS OF THE ASSOCIATION**

39  
40 **Section 4.1. Rights & Responsibilities of the Association.**

41 The Association has the right and responsibility to represent the interests of all employees in the  
42 bargaining unit; to present their views to the District on matters of concern, either orally or in writing;  
43 and to enter collective negotiations with the object of reaching an agreement applicable to all  
44 employees within the bargaining unit.

45  
46 **Section 4.2. Notification of Possible Discipline.**

47 The Association shall promptly be notified by the District of any disciplinary actions of any employee  
48 in the unit in accordance with the provisions of Article XII and XIX. The Association is entitled to



1 have an observer at hearings conducted by any District official or body arising out of grievance and to  
2 make known the Association's views concerning the case.

3  
4 **Section 4.3. Right to Delegate.**

5 The Association reserves and retains the right to delegate any right or duty contained herein, exclusive  
6 of compensation for services rendered to appropriate officials of the Public School Employees of  
7 Washington/SEIU Local 1948 organization.

8  
9 **Section 4.3.1. Association Release Time.**

10 Every effort will be made by the parties to schedule meetings outside of the Chapter officers  
11 and/or designated representatives' regular work hours to minimize time away in which a  
12 hardship would be created for the building/department and/or a substitute would be required.

13  
14 The President of the Association and/or designated representatives will be provided time off  
15 without loss of pay to a maximum of twenty five (25) days per year to conduct union business.  
16 Such leave requests will be submitted to the Superintendent and shall be subject to the  
17 following:

- 18  
19 1. The Association shall reimburse the District all actual costs associated with the  
20 Association President or the Association's designated representative's release.  
21 Additionally, the Association shall reimburse the District for substitute costs if a  
22 substitute is utilized.
- 23  
24 2. Whenever possible, notification of the leave shall be submitted two (2) working weeks  
25 before the leave is to take effect.
- 26  
27 3. Use of the leave may be hourly, half-day, or whole day increments.
- 28  
29 4. The Superintendent reserves the right to deny the request.

30  
31 Annually by September 15 and when changes occur, the Association shall inform the Human  
32 Resources Director of the names of all Association Officers and Designated Representatives.  
33 Additional days may be granted with the Superintendent's approval.

34  
35 **Section 4.3.2. Association State Requested Release Time.**

36 Release time for Deer Park PSE members requested by the Public School Employees of  
37 Washington/ SEIU Local 1948 (PSE) state organization may be granted to the employee. The  
38 released time shall be with full pay, and all costs associated with the employee's absence will  
39 be reimbursed by PSE. Requests for release time will be handled through the Human Resources  
40 Department. Use of the leave may be hourly, half-day, or whole day increments.

41  
42 **Section 4.4. Labor Management Meetings.**

43 The local Association members identified (up to five members) to participate on the  
44 Labor/Management Committee will be released with pay from their regular shift two (2) hours per  
45 month to attend and conduct business with the District in Labor/Management meeting and to conduct  
46 other association business. Staff members not scheduled to work during this time will be paid for this  
47 time. This release time will be in addition to any other release time found in this agreement.

1 **Section 4.5. School Facilities.**

2 The Association shall have the right to use school facilities at reasonable times upon prior notice to the  
3 District, depending upon availability.  
4

5 **Section 4.6. Bulletin Boards and Intra-District Mail.**

6 The District shall make available bulletin board space in each work area for the use of the Association.  
7 The Association shall be allowed to use intra-district mail including electronic mail for the purpose of  
8 communicating Association notices. Copies of all notices will be provided to the site administrator.  
9

10 **Section 4.7. Applicability of Public Disclosure Laws.**

11 Nothing in this Agreement precludes the District from providing documents in accordance with public  
12 disclosure laws. The District will notify the employee prior to the release of any requested record.  
13 Employees shall have four (4) business days to notify the District if they plan to file an injunction  
14 blocking the request.  
15

16  
17 **ARTICLE V**

18  
19 **LABOR MANAGEMENT MEETINGS**  
20

21 **Section 5.1. Appropriate Matters.**

22 It is agreed and understood that matters appropriate for consultation and negotiation between the  
23 District and the Association are policies, programs, and procedures relating to or affecting general  
24 working conditions of employees in the units subject to this Agreement, including, but not limited to  
25 such matters as safety, training, employee-management cooperation, employee services, methods of  
26 adjusting grievances, appeals, leave, promotion plans, demotion practices, pay practices, reduction-in-  
27 force practices, and hours of work. It is the intention of the Deer Park School District and the PSE of  
28 Deer Park Paraeducators to meet and confer in collaborative bargaining sessions in order to accomplish  
29 the intent of this Article.  
30

31 **Section 5.2. Consultation with the Association.**

32 It is further agreed and understood that the District will consult with the Association, and meet with the  
33 Association upon its request, in the formulation of any changes being considered in existing benefits,  
34 policies, practices and procedures.  
35

36 **Section 5.3. Responsibility to Meet.**

37 It is further recognized that this Agreement does not alter the responsibility of either party to meet with  
38 the other party to advise, discuss or consult regarding matters concerning working conditions not  
39 covered by this Agreement.  
40

41 **Section 5.4. Predicted Workload Information.**

42 The Association will, from time to time, as appropriate, be advised of current and predicted workload  
43 information in a timely fashion.  
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**ARTICLE VI**

**ASSOCIATION REPRESENTATION**

**Section 6.1. Matters of Mutual Interest.**

The Association representatives shall represent the Association and employees in meeting with officials of the District to discuss appropriate matters of mutual interest. An employee is encouraged to first notify his/her supervisor or the Superintendent if he/she believes this collective bargaining agreement has been violated. However, the Association may receive and investigate to conclusion complaints or grievances of employees on District time and thereafter advise employees of rights and procedures outlined in this Agreement and applicable regulations or directives for resolving the grievances or complaints. They may not, however, continue to advise the employee on courses of action after the employee has indicated that he/she does not desire to pursue a grievance. This does not, however, preclude the Association's right to pursue the matter to conclusion. They may consult with the District on complaints without a grievance being made by an individual employee.

**Section 6.2. Reasonable Time to Consult.**

Reasonable time during working hours will be allowed for duly authorized Association representatives to attend meetings with the District. Reasonable time will also be allowed for duly authorized Association and PSE representatives to discuss with the employees' grievances and appropriate matters directly related to work situations in their area/building. Such representatives shall notify the appropriate supervisor of the reason for their presence and do not in any way interfere with the performance or duties assigned to the employees or use excess time in the handling of such matters.

**ARTICLE VII**

**HOURS OF WORK**

**Section 7.1. Regular Shift.**

Each employee shall be assigned to a regular shift with designated times of beginning and ending, which shall not be changed without prior notice to the employee of one (1) calendar week. Exceptions to this assignment procedure may be made under emergency or abnormal circumstances.

ECEAP schedule will be established at the start of the school year in a meeting with the Building Supervisor, Director of Special Services (or Admin Designee), and the ECEAP Employee and will be reviewed on an as needed basis. It is understood that the hours worked over forty (40) will be paid at the overtime rate.

The District recognizes the importance of a stable environment for both students and staff and will make every effort to have beginning of the year assignments determined within thirty (30) days of the start of school.

**Section 7.2. Workweek.**

All employees covered by this Agreement shall be assigned a workweek consisting of up to five (5) days, Monday through Friday, followed by two (2) consecutive days of rest, Saturday, and Sunday. The District may assign an employee to a workweek of any five (5) consecutive days which are followed by two (2) consecutive days of rest.

1  
2 **Section 7.2.1. Lunch and Rest Breaks.**

3 Employee break and lunch periods will be provided as follows:  
4

5 Employees shall be allowed a rest period of not less than ten minutes, on the employer's time,  
6 for each four hours of working time (the break must be scheduled within the first three hours of  
7 the four-hour shift) per WAC 296-126-092.  
8

9 After 4 up to 5 hours

10 59 minutes worked -fifteen (15) minute break, thirty (30) minute unpaid, uninterrupted  
11 lunch (duty-free)  
12

13 After 6 to 8 hours - fifteen (15) minute break in each half shift and a thirty (30) minute unpaid,  
14 uninterrupted lunch (duty-free)  
15

16 All Breaks and Lunch will be job duty free, allowing the employee the time allotted for breaks  
17 and lunch as required by law.  
18

19 **Section 7.2.2. Custodial and Food Service Shifts.**

20 When a food service or custodial employee is assigned to a shift of eight (8) hours daily, such  
21 shift will include a thirty (30) minute lunch period as near the midpoint of the shift as is  
22 practical, and also includes two (2) fifteen (15) minute rest periods, each as near the midpoint  
23 of each half shift as is practical. It is the intention of both PSE and the District that this lunch  
24 will be uninterrupted, but we understand that it might not be, due to unforeseen circumstances.  
25

26 During summer break the workday will be eight and one-half hours (8 ½ hours) and the  
27 classified personnel will be allowed to take the one-half (1/2) hour lunch break off site.  
28

29 **Section 7.2.3. Custodial Summer Work.**

30 The District reserves the right to move some personnel during the summer to assure that each  
31 building is effectively cleaned.  
32

33 **Section 7.3. Rescheduled Lunch Periods.**

34 Employees required to work through their regular lunch periods will be given time to eat at a time  
35 agreed upon by the employee and his/her supervisor. In the event the District requires an employee to  
36 forego his/her lunch period and the employee works his/her entire shift including his/her lunch period,  
37 he/she shall be compensated for his/her lunch period at the appropriate overtime rates.  
38

39 **Section 7.4. School Closure.**

40 In cases of school closure or shortened school day due to inclement weather or plant inoperation, the  
41 employees will be notified by the District in one of several venues; radio announcement, television  
42 announcement or telephone. In the event that there is a school closure or unscheduled shortened school  
43 day directed by the District for which the District does not suffer a loss of funding, the Paraeducators  
44 will be given an opportunity to make up for lost hours. Employees may choose to forgo hourly  
45 compensation for hours not worked under this circumstance. Applicable leave as described in sections  
46 9.3.(Personal Leave), 9.1.4.(Unforeseen Circumstances) or 7.7.(Compensatory Time) can be used. In  
47 extreme cases, when deemed applicable by the Superintendent and an emergency closure waiver is  
48 approved, emergency leave without loss of pay may be granted when severe inclement weather

1 conditions or other natural disasters prevent employees from reporting for scheduled work when a  
2 school(s) is closed.

3  
4 If a driver is not notified prior to the time he/she normally leaves for work, the employee will receive  
5 two (2) hours pay at the base rate. The employees will be notified by the District in one (1) of several  
6 venues; Deer Park website, Deer Park app, social media, television announcement. In the event that  
7 there is a school closure directed by the District for which the District does not suffer a loss of funding,  
8 employees will be given an opportunity to make up for lost hours.

9  
10 **Section 7.4.1. District Shut Down (Long Term).**

11 In the event of an unusual school closure due to a pandemic, epidemic, or the like, where any  
12 government official is requiring immediate closure, the district will make every effort to notify  
13 affected employees utilizing the procedures listed in Section 7.4. The parties will communicate  
14 throughout the period the district is shut down regarding the processes and impacts to  
15 employees.

16  
17 **Section 7.5. Out-of-Classification Pay.**

18 A classified employee substituting in a classification within the bargaining unit or in a non-represented  
19 position with the approval of the principal which has a higher rate of pay will be paid an additional  
20 \$1.60 per hour above the subbing employee's rate of pay for each hour worked in the higher-paid  
21 classification. Within the Custodial classification those substituting in the higher classification (i.e.,  
22 Custodian substituting for a Head Custodian) will be paid an additional \$2.00 per hour above the  
23 subbing employee's rate of pay for each hour worked in the higher classification. The additional wage  
24 will be paid for the duration of the assignment(s).

25  
26 **Section 7.6. Overtime and Call-Out.**

27 All employees subject to this Agreement shall receive the following overtime consideration: All hours  
28 worked in excess of forty (40) hours weekly shall be compensated at the rate of one and one-half (1.5)  
29 times the employee's hourly rate. If an employee is offered compensatory time, the employee may  
30 choose compensatory time at the rate of time and a half which may be taken in accordance with the  
31 Fair Labor Standards Act.

- 32  
33 A. Custodians and Mechanics who work a weekend day which is not part of their regular schedule  
34 will receive one dollar and twenty-five cents (\$1.25) per hour weekend differential for each  
35 hour worked. Weekend will be defined as 12:00 a.m. on Saturday through 11.59 p.m. on  
36 Sunday, this differential is not subject to overtime. Custodians and Mechanics assigned to  
37 emergency on call weekend duty shall receive two (2) hour minimum paid time plus  
38 compensated for other time worked. In addition, all weekend on call duty time shall be  
39 compensated at one and a half (1½) time's regular pay.
- 40  
41 B. Employees shall receive no less than two (2) hour minimum call out at the overtime one and  
42 one-half (1½) rate of pay. School sponsored activities (i.e., dances, sports, etc.) on weekends  
43 will require the services of a custodian at the appropriate rate of pay. Employees called back to  
44 work on a holiday or vacation day will be paid two (2) times their normal rate of pay.

45  
46 **Section 7.7. Safety Meetings.**

47 Each employee shall receive one (1) hour's pay for each safety meeting within his/her appropriate unit,  
48 if required.

1  
2 **Section 7.8. Orientation Day.**

3 Employees may work the Orientation Day and will be paid their regular daily wage.  
4

5 **Section 7.9. Flex Time for Modified Schedules.**

6 On non-student days, late start days and early release days, shift times may change by mutual  
7 agreement between the employee and their immediate supervisor.  
8

9 **Section 7.10. Paraeducators.**

10  
11 **Section 7.10.1. Work Year.**

12 In 2008, the District applied for and received a waiver to the 180-day school year. Employees  
13 hired prior to October 8, 2009, were assumed to work a 180-day school year and are  
14 grandfathered as such. These grandfathered employees will be offered an opportunity to make-  
15 up days missed when an academic year has less than 180 student days. The work year for  
16 employees hired on or after October 8, 2009, is the actual number of student days in the  
17 academic calendar. Positions may be posted in programs which are less than the normal  
18 academic year.  
19

20 **Section 7.10.2. Collaborative Time.**

21 Paraeducators and ECEAP staff who work directly with certificated staff, will be provided the  
22 opportunity to meet with that staff on a regularly scheduled collaboration day fifteen (15) times  
23 per school year. These meetings are one-half (.5) hour in length, thus providing each qualifying  
24 Paraeducator the opportunity to earn seven and one-half (7.5) hours of pay per school year at  
25 their regular hourly rate. With Principal or Supervisor permission, collaborative time may be  
26 used outside the regular collaboration schedule including for the purpose of meeting with the  
27 certificated staff and parents and/or IEP team as appropriate, and in increments no smaller than  
28 fifteen (15) minutes. This time is funded through levy collections and will be dependent upon  
29 passage of the local levy.  
30

31 **Section 7.10.3. Stipends.**

32 The District recognizes that some positions, including assignments in designated life skill  
33 classrooms, behavior intervention classrooms, and preschool come with additional duties and  
34 should be financially recognized above the Para II pay on Schedule A. The District will identify  
35 Life Skills Designated, Behavior Intervention Designated, and Pre-School positions to receive a  
36 stipend of seven hundred fifty dollars (\$750.00) for these additional duties. Stipends will be  
37 awarded for this work and prorated based on time of the school day in the position.  
38

39 The District will provide a list to the Association of the positions that receive the stipend by  
40 October 1 of each year.  
41

42 **Section 7.10.4. Preparation/Meeting Time.**

43 Preparation time in the amount of five and one-half (5 ½) hours will be provided to each  
44 instructional paraeducator. Some examples of the types of things this time may be used for are:  
45 learn/prepare new curriculum, copy reproducible materials, gather manipulatives or other  
46 materials needed to deliver instruction to individual students or small groups of students with  
47 whom paraeducators work directly, or participation on a building leadership team.  
48

1 **Section 7.10.5. Compensatory Time.**

2 When a Paraeducator is requested to work additional time beyond their regular shift, the  
3 Paraeducator may choose to accrue compensatory time rather than compensation. All  
4 compensatory time must be redeemed by the end of the next pay period or mutually agreed  
5 upon date by supervisor and employee.  
6

7 The use of compensatory time will be requested by the Paraeducator to the immediate  
8 supervisor. If the request is denied, the Paraeducator may choose to cash-out the time on a one-  
9 for-one basis or convert the time to annual leave or sick leave.  
10

11 A request to work additional time beyond a Paraeducator's regular shift maybe made by the  
12 Paraeducator or a teacher working with an paraeducator, subject to this agreement, to an  
13 Paraeducator's immediate supervisor.  
14

15 **Section 7.11. Transportation.**

16 The transportation unit presents special shift problems as shifts are established in relation to routes and  
17 their driving times.  
18

- 19 A. All drivers will receive one-half (½) hour per day for bus pre-trip cleaning and post-trip  
20 inspections. Drivers will receive an additional fifteen (15) minutes for pre-trip and post-trip  
21 cleaning and inspections when assigned an extra trip. Midday routes will receive fifteen (15)  
22 minutes pre/post trip time.  
23
- 24 B. Route time shall reflect average time in both good and inclement weather.  
25
- 26 C. Minimum time for routes or trips shall be two (2) hours. On those routes requiring one (1) hour  
27 or less driving time (including one-half [½] hour per day pre/post trip) the transportation  
28 supervisor may assign driver related tasks to complete the two (2) hour minimum. Subject tasks  
29 will be continuous with the routes and hours to be worked will not accumulate beyond each  
30 workday.  
31
- 32 D. It is recognized that route changes may occur during the year effecting base salaries.  
33
- 34 E. If there are thirty (30) minutes or less between driving assignments, the base hourly rate will  
35 continue uninterrupted.  
36
- 37 F. The Transportation Supervisor, dispatcher, or mechanics may drive in emergencies when no  
38 driver is available.  
39
- 40 G. Summer School routes will be bid by continuous regular drivers only.  
41

42 **Section 7.11.1. Extra Trips.**

43 Trips of an extended nature will be paid at the rate of Two hundred twenty-five (\$225.00)  
44 dollars per day. Meals will be reimbursed according to the District policy, and by the area in  
45 which the trip is taken. Receipts must accompany the claim for reimbursement. The District  
46 will pay for separate lodging.  
47



1 **Section 7.11.2. Physicals.**

2 Physicals will be paid in full at a location determined by the District. The District will pay the  
3 driver three (3) hours at the base hourly rate.  
4

5 **Section 7.11.3. Transportation Substitutes.**

6 The top six (6) transportation substitutes will be listed on a rotation basis for substitute runs. If  
7 there is a need for more substitutes, then the remainder of the substitutes will be called  
8 according to seniority. Extended trips will be paid according to Section 7.4.1, "D". Lodging  
9 will be pre-arranged and paid by the District.  
10

11 Substitutes will be paid at the substitute rate per Schedule A. When hired full-time, employees  
12 will start at step one (1) on the salary schedule unless they have applicable school bus driving  
13 experience.  
14

15 **Section 7.12. Custodial.**

16 **Section 7.12.1. School Lunch.**

17 Day Custodial employees shall receive a school lunch at District expense.  
18  
19

20 **Section 7.12.2. Custodian Substitutes.**

21 Substitutes for regular custodians will be called from available substitutes by seniority on a  
22 rotating basis. Substitutes for the daytime custodial positions will be filled by a night custodian,  
23 preferably from the same building. If the Assistant Mechanic subs for the Head Mechanic, the  
24 Assistant Mechanic will be paid at the Head Mechanic rate after subbing for five (5) days or  
25 more.  
26

27 **Section 7.12.3. Clothing Allowance.**

28 The District will provide employees of the Custodian Department, and Mechanics in the  
29 Transportation department, a clothing allowance in the amount of two hundred fifty dollars  
30 (\$250.00) per year to be paid out in monthly increments.  
31

32 **Section 7.13. Food Service.**

33 **Section 7.13.1. School Lunch.**

34 Food Service employees shall receive a school lunch at District expense.  
35  
36

37 **Section 7.13.2. Food Service Substitutes.**

38 Substitutes will be called to fill in for regular food service employees by seniority on a rotating  
39 basis. Substitution of head cooks will be filled by the First Assistant Cook (five [5] hours or  
40 more) in that building. In the absence of a First Assistant Cook (five [5] hours or more) in that  
41 building, the position will be filled by First Assistant Cooks from other buildings by seniority.  
42 Substitutes will be hired for no less than the duration of the regular shift of the employee they  
43 are replacing if a substitute is available for the regular shift and will be paid the cook rate of  
44 pay at the subbing employee's year of service on Schedule A. When subbing for the Head  
45 Cook, anything over five (5) days will be offered to the highest seniority Assistant Cook.  
46  
47  
48

1 **Section 7.14. Maintenance.**

2  
3 **Section 7.14.1. Cell Phone Allowance.**

4 The District will provide all employees of the Maintenance Department a stipend in the amount  
5 of twenty-five dollars (\$25.00) per month for cell phone usage.

6  
7 **Section 7.14.2. Clothing Allowance.**

8 The District will provide all employees of the Maintenance Department a clothing allowance in  
9 the amount of five hundred dollars (\$500.00) per year to be paid out in monthly increments.

10  
11  
12 **ARTICLE VIII**

13  
14 **HOLIDAYS**

15  
16 **Section 8.1. Paid Holidays for Less than Full-Time Employees.**

17 All less than twelve (12) month employees shall receive the following paid holidays:

- |    |                           |                           |
|----|---------------------------|---------------------------|
| 18 | 1. New Year’s Day         | 6. Veterans Day           |
| 19 | 2. Martin Luther King Day | 7. Thanksgiving Day       |
| 20 | 3. Presidents’ Day        | 8. Day after Thanksgiving |
| 21 | 4. Memorial Day           | 9. Christmas Day          |
| 22 | 5. Labor Day              |                           |

23  
24  
25 **Section 8.2. Paid Holidays for Full-Time Employees.**

26 All twelve (12) month employees shall receive the following paid holidays:

- |    |                           |                           |
|----|---------------------------|---------------------------|
| 27 | 1. New Year’s Day         | 7. Veterans Day           |
| 28 | 2. Martin Luther King Day | 8. Thanksgiving Day       |
| 29 | 3. Presidents’ Day        | 9. Day after Thanksgiving |
| 30 | 4. Memorial Day           | 10. Christmas Day         |
| 31 | 5. Independence Day       | 11. Day after Christmas   |
| 32 | 6. Labor Day              | 12. Juneteenth            |

33  
34  
35 **Section 8.3. Unworked Holidays.**

36 Eligible employees shall receive pay equal to their normal work shift at their base rate in effect at the  
37 time the holiday occurs. An employee who is on the active payroll on the holiday and have worked  
38 either his/her last scheduled shift preceding the holiday or his/her first scheduled shift succeeding the  
39 holiday, and are not on leave of absence, shall be eligible for pay for such unworked holiday. An  
40 exception to this requirement will occur if employee can furnish proof satisfactory to the District that  
41 because of illness he/she was unable to work on either of such shifts, and his/her absence previous to  
42 such holiday, by reason of such illness, has not been longer than thirty (30) regular workdays.

43  
44 **Section 8.4. Worked Holidays.**

45 Employees who are required to work on the above-described holidays shall receive the pay due them  
46 for the holiday, plus twice their base rate for all hours worked on such holidays, unless the employee  
47 starts to work at 10:00 p.m. or thereafter on that date.





1 Use of sick leave for family members of an extended period of time in excess of ten (10)  
2 workdays will be considered on an individual basis and approved by the Superintendent. All  
3 sick leaves will be deducted from sick leave.  
4

5 **Section 9.1.2. Washington State PFML.**

6 Employees shall be eligible to receive Paid Family and Medical Leave as per the Washington  
7 State Family and Medical Leave and Insurance Act. Employees must have worked a minimum  
8 of 820 hours during the qualifying period in order to be eligible for this leave.  
9

10 **Section 9.1.3. Sick Leave Attendance Incentive Program.**

11 In January of the year following any year in which a minimum of sixty (60) days (480 hours) of  
12 leave for illness or injury is accrued, and each January thereafter, any eligible employee may  
13 exercise an option to receive remuneration for unused leave for illness or injury accumulated in  
14 the previous year at a rate equal to one (1) day's (8 hours) monetary compensation of the  
15 employee for each four (4) full days (32 hours) of accrued leave for illness or injury in excess  
16 of sixty (60) days. Leave for illness or injury for which compensation has been received shall  
17 be deducted from accrued leave for illness or injury at the rate of four (4) days for every one (1)  
18 day's monetary compensation.  
19

20 **Section 9.1.4. Sick Leave Cash-out.**

21 At the time of separation from school district employment due to retirement or death, an  
22 eligible employee or the employee's estate shall receive remuneration at a rate equal to one (1)  
23 day's current monetary compensation for each four (4) full day's accrued leave for illness or  
24 injury.  
25

26 **Section 9.1.5. Emergency Leave.**

27 Time to attend to unforeseen circumstances requiring time away from work will be allowed and  
28 deducted from sick leave, provided, that the use of sick leave for this purpose shall be limited  
29 to a maximum of two (2) days in the employee's work year. If additional time is necessary, a  
30 request may be made to the superintendent. Use of sick leave for this purpose will be dependent  
31 upon principal approval to ensure adequate coverage.  
32

33 **Section 9.2. Bereavement Leave.**

34 The District shall allow for each staff member a maximum of ten (10) days leave upon the death of the  
35 immediate family (defined as spouse, sibling(s), children, grandchildren, parents, parents-in-law, and  
36 grandparents. The length of the absence is to be agreed upon by the employee and building  
37 administrator or supervisor. Under extenuating circumstances of multiple deaths in one year, the leave  
38 may be extended beyond the ten (10) day limit with the authorization of the Superintendent. Additional  
39 leave beyond the ten (10) day limit will be requested in writing prior to the extension.  
40

41 A maximum of five (5) days leave shall be allowed upon the death of a son-in-law, daughter-in-law,  
42 brother-in-law, sister-in-law, aunt, uncle, niece, or nephew. The deaths of more than one family  
43 member resulting from a common occurrence shall be treated as a single death with respect to the  
44 length of the leave granted. Additional leave may be granted by the Superintendent and will be  
45 requested in writing prior to the extension.  
46

47 Bereavement leave is non-cumulative and is not chargeable to sick leave.  
48

1 **Section 9.3. Personal Leave.**

2 Each classified employee shall earn three (3) days of personal leave per year. Such leave is not  
3 cumulative and shall not be deducted from sick leave. Subject leave should be requested from the  
4 immediate supervisor at least four (4) days in advance except in emergency circumstances. personal  
5 leave is not to be taken during the first two (2) weeks of the school year without the Superintendent’s  
6 permission. Two (2) days of personal leave may be carried over from one year to the next. In no case  
7 shall the employee have more than five (5) days of personal leave available in any school year. If an  
8 employee uses 6 or fewer sick days in a school year, an additional personal day will be added to their  
9 allocation for the following school year.

10  
11 Up to one (1) day of available personal leave, based on an average weekly workday, may be converted  
12 in hourly increments to sick leave (1 for 1).

13  
14 **Section 9.4. Shared Leave.**

15 Shared sick leave will be administered according to applicable Washington state law and  
16 administrative code. (RCW 41.04.665 - WAC 392-126-004)

17  
18 Leave sharing is allowed between employee groups within the District.

19  
20 **Section 9.5. Maternity Leave.**

21  
22 **Section 9.5.1. Notification.**

23 An employee shall notify the Director of Human Resources, in writing, the expected date of  
24 birth of the child at least four (4) months before that date.

25  
26 **Section 9.5.2. Request for Leave of Absence.**

27 An employee, upon request, shall be granted a leave of absence from her position, without pay,  
28 after all other applicable leave has been exhausted, prior to the birth of the child; the exact date  
29 to be determined between the employee, on the advice of her physician, and the District.

30  
31 **Section 9.5.3. Return to Work.**

32 An employee may return to work from a maternity leave at any time after the birth of the child,  
33 provided she has a release from her physician; the exact date to be determined between the  
34 employee and the District.

35  
36 **Section 9.5.4. Maternity Provisions.**

37 The provisions of the Agreement relative to personal illness or injury will apply to pregnancy,  
38 except: (1) accumulated sick leave may be used for only that period the employee is unable to  
39 work due to her pregnancy; (2) to be eligible for sick leave, the employee’s attending physician  
40 must certify that her pregnancy prevents her from working for a specified time; and (3) sick  
41 leave shall be based on the length of time certified by the physician, not the entire time of the  
42 maternity leave.

43  
44 **Section 9.6. Birth / Adoption Leave.**

45 A non-birth parent employee, upon request, may be granted up to three (3) days leave, on or about the  
46 date of the birth/adoption of the child. Such leave shall be deducted from that accumulated pursuant to  
47 Section 9.1.1. (Sick Leave for Family Members).



1 **Section 9.7. Faith or Conscience Leave.**

2 Each employee covered by this Agreement is entitled to unpaid leave each year as allowed by law for a  
3 reason of faith or conscience or an organized activity conducted under the auspices of a religious  
4 denomination, church, or religious organization unless such leave will pose an undue hardship to the  
5 District. The parties agree to incorporate the definition of undue hardship as set forth in the WAC that  
6 will be promulgated by OFM.  
7  
8

9 **ARTICLE X**

10 **LEAVE OF ABSENCE**

11 **Section 10.1. Extended Leave of Absence.**

12 Upon recommendation of the immediate supervisor through administrative channels to the  
13 Superintendent, and upon approval of the Board of Directors, an employee, if ill, may be granted an  
14 extended leave of absence for a period not to exceed two (2) years. Other leave may be granted  
15 according to Board Policy 5409. When a leave is granted, the employee will be provided a letter  
16 detailing the duration of the leave.  
17  
18

19 **Section 10.2. Position Assignment Upon Return.**

20 The returning employee will be assigned to the position occupied before the leave of absence, or if the  
21 position has been eliminated in the District to a comparable position. As in Section 11.5.1. (Reduction  
22 of Workforce/Layoff) a position is comparable if it is the same or fewer hours (within thirty [30]  
23 minutes per day or two and one-half (2-1/2) hours per week). Except that positions that negatively  
24 affect benefit status are not considered comparable.  
25  
26

27 **Section 10.3. Leave of Absence Accruals.**

28 The employee will retain accrued sick leave, vested vacation rights, and seniority rights while on leave  
29 of absence. However, vacation credits, sick leave, and seniority shall not accrue while the employee is  
30 on leave of absence. If such leave is approved for extended illness or injury, including industrial  
31 accident or industrial illness, seniority shall accrue to a maximum of two (2) additional years.  
32  
33

34 **ARTICLE XI**

35 **VACATIONS**

36 **Section 11.1. Vacation Credit.**

37 All employees contracted to work for a full fifty-two (52) week term shall be granted vacation credit  
38 on the following basis:  
39  
40

41		
42	Service Time with District	Vacation Time
43	1-5 Years	2 Weeks
44	6-10 Years	3 Weeks
45	After 10 Years	4 Weeks
46		



1 **Section 11.2. Vacation Hours.**

2 All hours for which an employee is in a pay status including paid leave, will be counted as hours  
3 worked in the computation of vacation credit, and hours worked at premium rates shall be counted as  
4 straight-time hours in this Section.

5  
6 **Section 11.2.1. Vacation Eligibility.**

7 An employee becomes eligible to use his/her vacation credit after reaching his/her first  
8 anniversary after the most recent date of hire or upon approval of the Superintendent or the  
9 Superintendent’s designee.

10  
11 **Section 11.3. Layoff and Leave of Absence Credit.**

12 Time on layoff and time on authorized leave of absence will be counted as continuous service for the  
13 purpose of establishing and retaining eligibility dates.

14  
15 **Section 11.4. Vacation Carry-over.**

16 Any vacation days currently due but unused by the new accrual date each year may be carried over for  
17 one (1) year following the accrual date with the approval of the immediate supervisor and  
18 administration. No vacation may be carried over for more than one (1) year beyond the date on which  
19 it became due. No employee shall be denied accrued vacation benefits due to District employment  
20 needs. A written response to vacation requests shall be provided to the employee no later than five (5)  
21 days after the date of submission to the immediate supervisor.

22  
23 **Section 11.5. Vacation Scheduling.**

24 Vacation time shall be scheduled at the time requested by eligible employees; provided, however, that  
25 the appropriate supervisor shall have the right to schedule vacations in such manner as will in his/her  
26 discretion not interfere with the orderly and efficient operation of the plant. If an employee’s scheduled  
27 leave is cancelled due to the eminent needs of the District, the employee shall have the option of  
28 cashing out the amount of the scheduled leave or carrying it over to the next year.

29  
30 **Section 11.6. Scheduling Summer Vacations.**

31 Summer vacation request will be submitted by April 1 of each school year. Vacations will be  
32 scheduled according to Article XII, Section 12.5. Requests submitted after April 1 will be scheduled on  
33 a first-come-first-served basis without regard to seniority. The employees will be notified no later than  
34 April 15 of the vacation schedule for the summer.

35  
36 In addition, custodians assigned to the Clayton and Administration buildings will be allowed to take  
37 vacation during the two (2) weeks after the close of school and the two (2) weeks before the new  
38 school year begins.

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**ARTICLE XII**

**SENIORITY**

**Section 12.1. Definition – Hire Date.**

The seniority of an employee in the bargaining unit shall be established as of the date on which he/she was hired by the District (hereinafter “hire date”) unless such seniority shall be lost as hereinafter provided.

**Section 12.2. Loss of Seniority.**

The seniority rights of an employee shall be lost for the following reasons:

- A. Resignation.
- B. Discharge for just cause.
- C. Retirement.

**Section 12.3. Seniority Retention.**

Seniority rights shall not be lost for the following reasons, without limitation:

- A. Time lost by reason of industrial accident, industrial illness, or jury duty, except as may be modified in this agreement.
- B. Time on leave of absence granted for the purpose of serving in the Armed Forces of the United States.
- C. Time spent on other authorized leaves of absence.

**Section 12.4. Seniority Rights.**

Seniority rights shall be effective within the general job classification. As used in this Agreement, general job classifications are those set forth in Article I, Section 1.3.

**Section 12.5. Regular Seniority List.**

The employee with the earliest seniority hire date shall have preferential rights regarding shift selection and special services including preplanned overtime, with the exception of the custodial classification which is offered by worksite, then classification. Vacation requests will be on a first come basis. The employee with the earliest seniority date shall have preferential rights regarding promotions (if determined to be qualified for the assignment/position by the District), assignments to new or open jobs or positions and layoffs. When changes are necessary, the supervisor will meet with those who may be affected before making the changes.

If the District determines that seniority rights should not govern because a junior employee possesses ability and/or performance more appropriate to the position than a senior employee(s), the District shall set forth in writing within ten (10) workdays of its hiring decision(s), its reasons why the senior employee(s) have been bypassed. The document shall be sent to the senior employee(s) and the Chapter President.

Due to budgetary consideration, the District reserves the right to post and fill positions that may not be combined with other positions.



1  
2 Reassignment is defined as movement within a building where a para educator’s base hourly rate is  
3 maintained and average hours per day are within 30 minutes.  
4

5 The district reserves the right to reassign employees. In the event an employee is reassigned or denied  
6 a reassignment, the principal or program manager will meet with the employee at their request and  
7 discuss the rationale.  
8

9 **Section 12.5.1. Reduction of Workforce/Layoff.**

10 In the event of a necessary reduction of staff, the employees covered under this Agreement will  
11 be reduced on the basis of seniority, and the following will apply:  
12

- 13 1. Notice will be posted to allow staff to volunteer for reduction or layoff.
- 14
- 15 2. In the event of a layoff, if a senior employee is in a position that will be eliminated or  
16 has been bumped from their position by a more senior employee, they will be  
17 considered “displaced”.
- 18
- 19 3. The displaced employee must move to an open comparable position for which they are  
20 qualified, if one exists. A position is comparable if it is the same or fewer hours (within  
21 thirty (30) minutes per day or two and one-half (2 ½) hours per week), except that open  
22 positions that negatively affect benefit status are not considered comparable.  
23
- 24 4. If the employee chooses to move to a less comparable open position, the hours of the  
25 new position will become their new base.  
26
- 27 5. If there are no comparable open positions, the employee may exercise his/her seniority  
28 rights by bumping the least senior employee in a comparable position for which they are  
29 qualified. If the employee chooses to bump into a less comparable position, the hours of  
30 the new position become their base.  
31
- 32 6. If by reason of seniority, there are no remaining positions for which they are eligible,  
33 the employee will be placed on layoff status.  
34

35 Employees who are on lay-off will have first choice by seniority, of available positions after  
36 such positions have been posted for consideration by the still-employed bargaining unit  
37 members. Laid off employees shall remain on the recall list for two (2) years from the date of  
38 layoff.  
39

40 **Section 12.5.1.1. Recall from Lay-Off.**

41 It is a priority to provide employment opportunities for employees on the layoff list.  
42

43 After first being offered to still-employed bargaining unit members who desire a  
44 transfer, remaining positions are offered to laid-off employees by order of seniority  
45 provided the laid-off employee, has provided the District with a current mailing address  
46 and telephone number or contact. Employees in layoff status, who cannot be reached  
47 via telephone, will receive notification of open positions via certified letter and will  
48 have five (5) workdays to respond.

1  
2 An employee on layoff status who rejects an offer of reemployment or fails to respond,  
3 provided that such employee is offered a position substantially equal (within thirty [30]  
4 minutes per day or two and one-half (2 ½) hours per week) to the position held at the  
5 time of layoff, shall be considered to have voluntarily resigned and shall forfeit  
6 seniority and all other accrued benefits.  
7

8 Once an employee on the layoff list accepts a position, it becomes their new condition  
9 of employment with no further link to their previously held position or to the layoff list.  
10 However, employees on the layoff list may accept substitute opportunities and remain  
11 on the layoff list.  
12

13 Positions that are posted and are not accepted by employees on the layoff list, may be  
14 offered as substitute opportunities to employees on the layoff list before being posted  
15 for outside applicants or for consideration of current employees desiring an increase in  
16 hours (when possible).  
17

18 **Section 12.5.2. Seniority Lists.**

19 The District shall provide current seniority lists by November 1 of the school year. Where  
20 employees have been hired on the same day, seniority will be determined by casting lots. The  
21 District and Union will be mutually responsible for conducting this procedure.  
22

23 **Section 12.6. Job Posting.**

24 The District shall post notice of the availability of new or open positions within five (5) working days  
25 of the official action authorizing such positions. Said positions shall be filled within twenty (20)  
26 working days after the posting is completed, provided the position is bid and is to be filled by a current  
27 employee.  
28

29 If a substitute that has been filling the vacant position during the above timeframe is hired for the  
30 vacant position, he/she shall be paid the appropriate rate retroactively to the first day of employment in  
31 that position.  
32

33 In no case shall a position be filled by a substitute for more than two (2) calendar months.  
34

35 **Section 12.6.1. Special Requirements on Posting.**

36 Positions shall be posted with all necessary qualifications listed in the posting.  
37

38 **Section 12.6.2. Summer Positions.**

39 Bargaining unit work that is available in the summer months shall be posted on the District's  
40 website.  
41

42 **Section 12.6.3. Position Time Increase.**

43 Positions may be increased by up to sixty (60) minutes per day without posting in accordance  
44 with Section 11.6. No more than sixty (60) minutes of unposted time may be added to an  
45 individual's day per year.  
46

1 **Section 12.7. Trial Period in New Position.**

2 In the event an employee changes positions/classification within the bargaining unit, the employee  
3 may, at the discretion of either the District or employee, have the option to return to their former  
4 position within twenty (20) workdays. The employee’s vacated position will remain on temporary  
5 status and be available to the employee for this period of time.

6  
7 The immediate supervisor may inquire as to the employee’s satisfaction with the new position within  
8 twenty (20) workdays. At this time, the employee may waive the right to return to the former position.  
9

10 **Section 12.8. Probationary Period.**

11 Each new hire shall remain in a probationary status for a period of not more than sixty (60) working  
12 days following the most recent date of hire. During this probationary period the District may discharge  
13 the employee. An employee who has been terminated during this probationary period shall not have  
14 recourse through the grievance procedure.  
15

16 **Section 12.8.1. Seniority Rights Effective.**

17 At the end of the probationary period, the employee will be subject to all rights and duties  
18 contained in this Agreement retroactive to his/her hire date.  
19

20 **Section 12.9. Longevity.**

21 Employees changing from one classification to another as listed on Schedule A shall retain their  
22 longevity steps on Schedule A, except for ECEAP F.S.C., ECEAP Lead Teacher, COTA, OIA, and  
23 ELL. Employees changing to ECEAP FSC, ECEAP Lead Teacher, COTA, OIA, and ELL positions  
24 shall be granted years of experience in the new position on Schedule A. Employees in the  
25 Transportation, Custodial, Maintenance and Food Service classifications shall retain their years of  
26 service with the district, but when changing from one classification to another on Schedule A will  
27 acquire a new seniority date in the new classification at step one of the Schedule A for that  
28 classification.  
29  
30

31 **ARTICLE XIII**

32 **PROBATIONARY PERIOD**

33  
34  
35 **Section 13.1. Probationary Term.**

36 Each new hire shall remain in a probationary status for a period of not more than sixty (60) working  
37 days following the most recent date of hire. During this probationary period the District may discharge  
38 the employee. An employee who has been terminated during this probationary period shall not have  
39 recourse through the grievance procedure.  
40

41 **Section 13.2. Rights to Agreement.**

42 At the end of the probationary period, the employee will be subject to all rights and duties contained in  
43 this Agreement retroactive to his/her hire date.  
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**ARTICLE XIV**

**RETIREMENT**

**Section 14.1. Retirement Benefits.**

In determining whether an employee subject to this Agreement is eligible for participation in a Washington State Public Employees Retirement System (PERS or SERS), the District shall report all hours compensated, whether straight time, overtime, or otherwise.

**Section 14.2. Retirement Disbursement.**

On receipt of a written authorization by an employee, the District shall make the requisite withholding adjustments and deductions from the employee's salary and, if applicable, direct the County Auditor to make appropriate disbursements to the plan in like manner with other deductions authorized by this Agreement.

**ARTICLE XV**

**INSURANCE**

**Section 15.1. School Employee Benefits Board (SEBB).**

Beginning January 1, 2020, and each year thereafter, the employer agrees to provide the insurance plans, follow employee eligibility rules, and provide funding for all eligible bargaining unit members and their dependents as required by state law, the State Operating Budget, and the School Employees Benefits Board (SEBB). The employer agrees to follow SEBB eligibility rules for employees who are anticipated to work 630 hours or more per school year.

**Section 15.2. Liability Coverage.**

The District shall provide liability coverage for all employees, for acts taken during the course of their employment, subject to this Agreement.

**Section 15.3. Unemployment Benefits.**

Subject to pending and future legislation, the District shall make whatever contributions mandated by the Washington State Legislature toward the Washington State Unemployment Compensation Fund, or other Unemployment funds, such as the ESD 101 Unemployment Compensation Pool, requisite to providing unemployment benefits for all employees subject to this Agreement.

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## ARTICLE XVI

### VOCATIONAL TRAINING

#### **Section 16.1. Training Compensation.**

Employees required by the School District to attend workshops that will be of mutual benefit to both the employee and School District will receive their regular wage while attending the workshops/training, unless these workshops are required as a precondition to employment with the District.

Each employee shall be compensated at the employee's hourly rate for any courses and/or training required as a condition of employment if training occurs after being employed.

#### **Section 16.2. Professional Development.**

The District will set aside a pool of five thousand dollars (\$5,000.00) to be used for conference tuition, substitutes while attending training, stipends while attending training, and other educational training agreed to by the Association and the District. Requests for funds will be submitted to the chapter Executive Board for approval.

Unused funds of five hundred dollars (\$500.00) or more may be carried over for up to three (3) years or to a maximum of eight thousand dollars (\$8,000.00).

The District will provide a report, which will account for the Professional Development Fund used and unused amounts upon request.

#### **Section 16.2.1. Paraeducator Tuition Reimbursement.**

Tuition reimbursement is available to all Paraeducators who wish to advance their knowledge in the Paraeducator classification to receive the General, Subject Matter, or Advanced Paraeducator Certifications.

The following procedure will be used when applying for tuition reimbursement:

- a. Once the clock hours have been completed and the certificate attained for the Paraeducator certification, the Staff Development Application form (form attached) shall be completed and submitted to the Chapter Professional Development Committee or the Deer Park Chapter Executive Board for approval.
- b. A lifetime maximum up to and no more than two hundred fifty dollars (\$250.00) per member is available on a first come, first serve basis. To be eligible for the reimbursement, a copy of the receipt along with a copy of the certificate attained need to be attached to the Staff Development Application for approval.

No more than fifteen hundred dollars (\$1,500.00) maximum per year may be utilized out of the Professional Development Training funds.

#### **Section 16.3. Paraeducator Training.**

The District and employees agree to follow all Paraeducator training requirements as mandated by the Professional Educator Standards Board (PESB) and the State Legislature.

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**ARTICLE XVII**

**POSITION DESCRIPTIONS**

**Section 17.1. Job Descriptions and Specifications.**

The District will provide the Association with job descriptions as well as job specifications for all positions covered by this Agreement.

**Section 17.2. Changes to Job Descriptions and Specifications.**

The District will provide the Association with such amendments, changes, and additions to job descriptions and job specifications as they occur from time to time.

**ARTICLE XVIII**

**ASSOCIATION MEMBERSHIP AND CHECKOFF**

**Section 18.1. Association Membership.**

The parties recognize that each employee has the right to become a member of the Association and the District will not discriminate, restrain, retaliate, coerce or interfere against any employee in that process. Each employee subject to this Agreement may choose to become an Association member in good standing by paying monthly dues. The Association shall be the custodian of record in terms of employee Association Membership.

**Section 18.2. Access to New Employees of the Bargaining Unit.**

The District will provide PSE reasonable access to new employees of the bargaining unit for the purposes of presenting information about PSE to the new employee. “Reasonable access” for the purposes of this section means the access to the new employee occurs within one week ninety days of the employee’s start date within the bargaining unit; the access is for no less than thirty (30) minutes; and the access occurs during the new employee’s regular work hours at the employee’s regular worksite or at a location mutually agreed to by the District and PSE, as per RCW 41.56.037. No employee may be mandated to attend the meetings or presentations by the exclusive bargaining representative.

For the Transportation department, “reasonable access” for the purposes of this section means the access to the new employee occurs at a mutually agreed upon time before or after routes.

The Employer shall provide the following information for each employee in the bargaining unit provided the Employer has the information in the employer’s records: employee’s name and date of hire; employee contact information, including: cellular, home, and work telephone numbers, work and the most up-to-date personal email addresses, home address or personal mailing address, employment information, including the employee’s job title, salary or rate of pay, and work site location or duty station.

The employer must provide the information to [membership@pseofwa.org](mailto:membership@pseofwa.org) in an editable, digital file format within twenty-one (21) business days from the date of hire for a newly hired employee through



1 the New Hire Portal, and every one hundred twenty (120) business days for all employees in the  
2 bargaining unit through the upload process agreed upon with WSIPC.

3  
4 The district will notify the chapter president of all new hires within ten (10) working days of hire date.

5  
6 **Section 18.3. Checkoff.**

7 An employee's written, electronic, or recorded voice authorization to have the employer deduct  
8 membership dues from the employee's salary must be made by the employee to Public School  
9 Employees of Washington (PSE). If the employer receives a request for authorization of deductions,  
10 the employer shall as soon as practicable forward the request to Public School Employees of  
11 Washington (PSE).

12  
13 Upon receiving notice of the employee's authorization from Public School Employees of Washington  
14 (PSE) the employer shall deduct from the employee's salary membership dues and remit the amounts  
15 to Public School Employees of Washington (PSE), by the first Monday following payroll.

16  
17 The employee's authorization remains in effect until expressly revoked by the employee in accordance  
18 with the terms and conditions of the authorization. An employee's request to revoke authorization for  
19 payroll deductions must be in writing and submitted by the employee to Public School Employees of  
20 Washington (PSE) in accordance with the terms and conditions of the authorization. Revocations will  
21 not be accepted by the employer if the authorization is not obtained by the employee to Public School  
22 Employees of Washington (PSE). After the employer receives confirmation from the exclusive  
23 bargaining representative that the employee has revoked authorization for deductions, the employer  
24 shall end the deduction effective on the first payroll after receipt of the confirmation. The employer  
25 shall rely on information provided by the exclusive bargaining representative regarding the  
26 authorization and revocation of deductions.

27  
28 **Section 18.4. Political Action Committee.**

29 The District shall, upon receipt of a written authorization form that conforms to legal requirements,  
30 deduct from the pay of such bargaining unit employee the amount of contribution the employee  
31 voluntarily chooses for deduction for political purposes and shall transmit the same to the Union on a  
32 check separate from the Union dues transmittal check. Section 17.5. of the Collective Bargaining  
33 Agreement shall apply to these deductions. The employee may revoke the request at any time. At least  
34 annually, the employee shall be notified by the PSE State Office, about the right to revoke the request.

35  
36 **Section 18.5. Hold Harmless.**

37 The Association agrees to defend, indemnify, and hold the District harmless against any claims, suits,  
38 orders or judgments brought or issued against the District as a result of actions taken by the District's  
39 implementation of the provisions of this Article that pertain to "Association Membership and  
40 Checkoff".

41  
42 The District agrees that the Association shall be authorized to defend such suit through an attorney of  
43 the Association's choosing; provided, however, that in the event the District chooses to be represented  
44 solely by its own counsel, the District agrees that the Association will be discharged from any liability  
45 hereunder. The District agrees to cooperate with the Association in defending any suit which may be  
46 brought against it as a result of this hold harmless agreement.

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## ARTICLE XIX

### GRIEVANCE PROCEDURE

#### **Section 19.1. Grievance Timeline.**

Failure of either party to conform to the time limits herein set forth will resolve the grievance based on the last answer provided (in the case of default by the grievant) or the relief last requested (in the case of default by the District).

The grievant shall initiate the grievance within twenty (20) workdays of the date the grievant was aware of the alleged violation. Any grievance not initiated within this limit shall be null and void, and subject to no further action. Any grievance may be initiated by either a verbal or written request for the meeting in Grievance process Step 1.

#### **Section 19.2. Written Grievance Statement.**

During each step where a grievance is reduced to writing, the written statement shall clearly specify:

1. The specific sections of the Agreement allegedly violated and the manner in which the Agreement has been violated.
2. How and when the alleged violation occurred.
3. The results of the previous step(s), if appropriate, and why the results were unsatisfactory.
4. The name of the grievant(s), and the proposed remedy being sought for the resolution of the grievance.

#### **Section 19.2.1. Grievance Steps.**

##### **Step 1: Informal Discussion.**

The grievant(s) shall discuss the grievance first with the site administrator and/or immediate supervisor. Every effort shall be made to resolve the grievance at this level in an informal manner.

##### **Step 2: Written Grievance to Supervisor.**

In the event the grievant(s) is not satisfied with the disposition of the grievance through the informal discussion, it shall be reduced to writing and within five (5) workdays of the end of the informal discussion shall be presented to the site administrator, or immediate supervisor.

The site administrator or immediate supervisor shall, within five (5) workdays, provide the grievant(s) with a written response to the grievance.

##### **Step 3: Written Grievance to Superintendent.**

In the event that the grievant(s) is not satisfied with the disposition of his/her grievance at Step 2, and the Association believes the grievance to be valid, he/she shall submit the grievance, in written form, to the Superintendent within twenty (20) workdays from the date of receipt of the response from Step 2.



1 The Superintendent shall, within ten (10) workdays of receipt of the request, meet with the  
2 grievant, and if requested, a representative of the grievant's choice, in an effort to arrive at an  
3 equitable solution.  
4

5 If the grievance is resolved at this step, the Superintendent shall provide the grievant(s) with a  
6 written disposition of the grievance within five (5) workdays after this meeting.  
7

8 **Step 4: Mediation.**

9 In the event that the grievant(s) is not satisfied with the disposition of the grievance at step 3,  
10 the District and the Association may agree to submit a grievance to mediation in accordance  
11 with the following:  
12

13 If the grievant is not satisfied with the disposition of the grievance at Step 3 of the grievance  
14 procedure, or if no written decision has been received from the District within the time limits  
15 prescribed in Step 3, the Association must notify the District in writing within five (5)  
16 workdays of the conclusion of Step 3 of the grievant's desire to refer the grievance to  
17 mediation. The District shall respond to the Association whether or not it agrees to the  
18 mediation of the grievance no later than five (5) workdays of the request.  
19

20 Within five (5) workdays following the agreement of the District and the Association to  
21 mediate the grievance, both parties shall agree upon and notify the appropriate mediation  
22 association and schedule a mediation conference at the earliest possible date.  
23

24 The mediator shall determine the process and procedures to be followed during the mediation  
25 conference.  
26

27 Failure to agree does not limit a resolution to be sought through other legal means, including  
28 binding arbitration.  
29

30 **Step 5. Binding Arbitration.**

31 Grievances not resolved in the preceding step may, within twenty (20) workdays, be submitted  
32 to binding arbitration. The parties shall meet and confer within twenty (20) workdays to select  
33 an arbitrator. If a selection cannot be mutually agreed to, the Public Employment Relations  
34 Commission (PERC) will be requested to submit a list of five (5) names from which the parties  
35 will select an arbitrator. The first side to strike a name shall be determined by a coin toss. The  
36 striking of names shall continue in an alternate fashion until one (1) name remains. This named  
37 individual shall function as the arbitrator. The actual arbitration process shall be as determined  
38 by the arbitrator.  
39

40 The arbitrator shall conduct a hearing promptly and provide his/her findings of fact, reasoning  
41 and conclusions on the issues submitted, including his/her basis of law, if any. The arbitrator  
42 will be without power or authority to make any decision which goes beyond the terms and  
43 conditions of this Agreement or requires the commission of an act prohibited by law. The  
44 decision of the arbitrator will be submitted to the Board and the Association and will be final  
45 and binding upon all parties.  
46

47 Expenses for the arbitrator's services, including per diem expenses, if any, his/her travel and  
48 subsistence expenses and the cost of any hearing room shall be borne equally by the District

1 and the Association. Each party shall be responsible for compensating its own representatives  
2 or witnesses. If either party desires a verbatim record of the proceedings, it may cause such a  
3 record to be made at its own expense (copies of such a record may be available to the other side  
4 at the cost of copying).

5  
6 **Section 19.3. Time Frame.**

7 The time frames found in the Grievance Procedure may be extended by mutual agreement.  
8

9  
10 **ARTICLE XX**

11 **DISCIPLINE & DISCHARGE OF EMPLOYEES**

12  
13  
14 **Section 20.1. Progressive Discipline.**

15 When disciplining an employee, the following progressive discipline model will apply:  
16

- 17 1) Verbal Notice of Concern
- 18 2) Oral Warning - written record to supervisor's file only
- 19 3) Letter of Warning - sent to employee's personnel file. A Written Plan for Improvement will be  
20 included, if deemed appropriate by supervisor or requested by employee.
- 21 4) Letter of Reprimand
- 22 5) Suspension
- 23 6) Termination

24  
25 Steps in this model may be skipped depending on the severity of the infraction.

26  
27 The District may discharge any employee subject to this Agreement for justifiable cause.  
28

29 **Section 20.2. Just Cause.**

30 The issue of justifiable cause shall be resolved in accordance with the Grievance Procedure of this  
31 Agreement.  
32

33 **Section 20.3. Notification to Non-Annual Employees.**

34 This section is intended to be applicable to those employees whose duties necessarily imply less than  
35 twelve (12) months' work per year.  
36

37 **Section 20.3.1. Written Notification.**

38 Should the District decide to discharge any non-annual employee, the employee shall be so  
39 notified in writing prior to the expiration of the school year.  
40

41 **Section 20.3.2. Discharge Outside of School Year.**

42 Nothing contained herein shall be construed to prevent the District from discharging an  
43 employee for acts of misconduct occurring after the expiration of the school year.  
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## ARTICLE XXI

### SALARIES

#### **Section 21.1. Schedule A.**

Salaries contained in Schedule A shall be subject to renegotiation for each school year upon the mutual agreement. Should the date of execution of this Agreement be subsequent to the effective date, salaries, including overtime, shall be retroactive to the effective date.

This agreement shall be reopened as necessary to consider the impact of any legislation enacted which occurs following execution of this agreement. Either party may demand the contract be reopened when legislation enacted affects the terms and conditions herein or creates authority to alter practices in public employment.

#### **Section 21.2. Retroactive Pay.**

Retroactive pay, where applicable, shall be paid on the first regular payday following execution of this Agreement or, in the case of retroactive pay resulting from negotiations pursuant to Section 24.3, on the first regular payday following agreement on such schedule.

#### **Section 21.3. Salary Step Increase.**

Incremental steps, where applicable, shall take effect on September 1 of each year during the term of this Agreement. Employees who are hired after March 1 of the school year shall remain on the first step of the salary schedule until they have worked one (1) year at which time they will be eligible for a step increase on the next September 1st. In the case of a twelve (12) month employee, he/she shall be eligible for a step increase on September 1st if the employee has been a regular employee for at least six (6) months.

## ARTICLE XXII

### USE OF PERSONAL VEHICLES / MILEAGE

#### **Section 22.1. Use of Employee Personal Vehicle.**

Employees shall utilize their personal vehicles in performance of official District business only upon specific written authorization by the District, except that prior verbal authorization by the District may be given in emergency situations. This authorization shall present documentation as to actual usage of personal vehicles in a form and manner approved by the District. Upon approval, the cost per mile reimbursement shall be that amount established by the Board of Directors for all school employees or the IRS rate whichever is greater.

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**ARTICLE XXIII**

**SEPARABILITY OF PROVISIONS**

**Section 23.1. Severability.**

If any provision of this Agreement or the application of any such provision is held invalid, the remainder of this Agreement shall not be affected thereby.

**Section 23.2. Conflicts with State or Federal Law.**

Neither party shall be compelled to comply with any provisions of this Agreement which conflicts with state or federal statutes or regulations promulgated pursuant thereto.

**Section 23.3. Agreement Applicability.**

In the event either of the foregoing sections is determined to apply to any provision of this Agreement, such provisions shall be renegotiated pursuant to Section 24.3.

**ARTICLE XXIV**

**TERMS AND CONDITIONS OF AGREEMENT**

**Section 24.1. Duration of Agreement.**

The term of this Agreement shall be September 1, 2024 to August 31, 2027.

**Section 24.2. Term.**

All provisions of this Agreement shall be applicable to the entire term of this Agreement notwithstanding its execution date except as provided in the following section.

**Section 24.3. Reopening of Agreement / Legislative Impact.**

This Agreement may be reopened and modified at any time during its term upon mutual consent of the parties in writing. This Agreement shall be reopened as necessary to consider the impact of any legislation enacted following execution of this Agreement which may arguably affect the terms and conditions herein or create authority to alter personnel practices in public employment.

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10 **SIGNATURE PAGE**  
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22 PUBLIC SCHOOL EMPLOYEES OF  
23 WASHINGTON / SEIU LOCAL 1948

24 DEER PARK CHAPTER

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27  
28 BY: */e-signed by Beth Feser/*  
29 Beth Feser, Chapter President

30  
31 DATE: *April 4, 2025*  
32  
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34 BY: */e-signed by Paula Wiltse/*  
35 Paula Wiltse, Chapter President

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37 DATE: *April 4, 2025*  
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DEER PARK SCHOOL DISTRICT #414

BY: */e-signed by Alexa Allman/*  
Dr. Alexa Allman, Superintendent

DATE: *April 2, 2025*



**SCHEDULE A 2024 - 2025**  
**DEER PARK SCHOOL DISTRICT NO. 414**  
**SALARY SCHEDULE FOR 2024-25**  
**PSE**

	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 6</b>	<b>Step 8</b>	<b>Step 15</b>	<b>Step 20</b>
<b>MAINTENANCE</b>								
<b>Maintenance General</b>	\$29.50	\$30.08	\$30.91	\$31.34	\$31.81	\$32.55	\$32.86	\$33.14
<b>Maintenance Technical w/Certification</b>	\$33.54	\$34.19	\$35.13	\$35.61	\$36.11	\$36.90	\$37.24	\$37.48
<b>Maintenance Groundskeeper</b>	\$22.69	\$23.25	\$23.80	\$24.38	\$24.99	\$25.62	\$25.96	\$26.29
<b>Maintenance Asst. Grounds</b>	\$19.30	\$19.85	\$20.42	\$20.99	\$21.59	\$22.25	\$22.58	\$22.91
<b>Maintenance Sub (Skilled)</b>	\$19.51							

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 6</b>	<b>Year 10</b>	<b>Year 15</b>	<b>Year 20</b>	<b>Year 25</b>
<b>CUSTODIANS</b>								
<b>Head Custodian</b>	\$21.99	\$22.69	\$23.38	\$24.08	\$24.78	\$25.48	\$26.18	\$26.87
<b>Custodian</b>	\$20.12	\$20.81	\$21.51	\$22.21	\$22.91	\$23.60	\$24.30	\$25.00
<b>Substitute</b>	\$20.12							
<b>FOOD SERVICE</b>								
<b>Cook</b>	\$18.59	\$19.28	\$19.98	\$20.68	\$21.38	\$22.08	\$22.77	\$23.47
<b>Assistant Cook</b>	\$17.28	\$17.98	\$18.68	\$19.38	\$20.08	\$20.77	\$21.47	\$22.17
<b>Substitute</b>	\$17.28							
<b>TRANSPORTATION</b>								
<b>Bus Driver</b>	\$21.85	\$22.55	\$23.24	\$23.94	\$24.64	\$25.34	\$26.04	\$26.73
<b>Substitute</b>	\$21.85							
<b>Mechanic</b>	\$26.96	\$27.66	\$28.36	\$29.05	\$29.75	\$30.45	\$31.15	\$31.85
<b>Assistant Mechanic</b>	\$25.04	\$25.74	\$26.44	\$27.14	\$27.83	\$28.53	\$29.23	\$29.93



**SCHEDULE A 2024-2025 (continued)**

**DEER PARK SCHOOL DISTRICT NO. 414**

**SALARY SCHEDULE FOR 2024-25**

**PSE**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 10</b>	<b>Year 15</b>	<b>Year 20</b>	<b>Year 25</b>
<b>PARAEDUCATORS</b>										
<b>Supervisory Assistants hired before 7/1/2019</b>	\$17.25	\$17.79	\$18.60	\$19.06	\$19.54	\$19.96	\$20.37	\$20.82	\$21.24	\$21.61
<b>Supervisory Assistants</b>	Min. Wage									
<b>Paraeducator (SpEd, Behavior, Instruction)</b>	\$17.93	\$18.47	\$19.29	\$19.75	\$20.23	\$20.69	\$21.08	\$21.56	\$21.98	\$22.35
(NCLB/Certification Required)										
<b>OIA, ELL</b>	\$22.80	\$23.66	\$24.30	\$24.91	\$25.58	\$26.76	\$27.16	\$27.79	\$28.20	\$28.58
(NCLB/Certification Required)										
<b>COTA</b>	\$27.20	\$28.05	\$28.71	\$29.21	\$29.46	\$30.02	\$30.50	\$31.36	\$32.92	\$33.26
<b>ECEAP</b>										
<b>Family Service Specialist</b>	\$22.80	\$23.66	\$24.30	\$24.91	\$25.58	\$26.76	\$27.16	\$27.79	\$28.20	\$28.58
(NCLB/Certification Required)										
<b>Classified Lead Teacher</b>	\$22.80	\$23.66	\$24.30	\$24.91	\$25.58	\$26.76	\$27.16	\$27.79	\$28.20	\$28.58
(NCLB/Certification Required)										
<b>Classified Associate Teacher</b>	\$18.14	\$18.60	\$20.02	\$20.47	\$20.96	\$21.41	\$21.82	\$22.30	\$22.71	\$23.07
(NCLB/Certification Required)										
<ul style="list-style-type: none"> <li>▪ <b>Yr. 2 (2025-2026) – 3% or IPD, whichever is greater</b></li> <li>▪ <b>Yr. 3 (2026-2027) – 3% or IPD, whichever is greater</b></li> </ul>										



1 **MEMORANDUM OF UNDERSTANDING**

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3 THIS MEMORANDUM OF UNDERSTANDING SETS FORTH THE FOLLOWING AGREEMENT  
4 BETWEEN THE PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, DEER  
5 PARK CHAPTER AND DEER PARK SCHOOL DISTRICT #414 PURSUANT TO ARTICLE XXIV,  
6 SECTION 24.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.  
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8  
9 The parties agree to the following:  
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11  
12 Employees of the Deer Park Maintenance Department hired before 9/1/2024 shall be grandfathered at  
13 the vacation accrual rate they would have received under Board Policy #5411 in the 2024-2025 year.  
14 This static accrual rate will be maintained for the term of the current Collective Bargaining Agreement  
15 unless the employee changes assignments or the accrual under the 2024-2027 Collective Bargaining  
16 Agreement would yield more annual vacation for the individual employee.  
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26 This Memorandum of Understanding is non-precedent setting, is effective September 1, 2024, and  
27 shall be attached to the current Collective Bargaining Agreement.  
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32 PUBLIC SCHOOL EMPLOYEES OF  
33 WASHINGTON / SEIU LOCAL 1948

34  
35 DEER PARK CHAPTER

36  
37 BY: /e-signed by Beth Feser/  
38 Beth Feser, Chapter President

39  
40 DATE: April 4, 2025  
41

42  
43 BY: /e-signed by Paula Wiltse/  
44 Paula Wiltse, Chapter President

45  
46 DATE: April 4, 2025  
47  
48

DEER PARK SCHOOL DISTRICT #414

BY: /e-signed by Alexa Allman/  
Dr. Alexa Allman, Superintendent

DATE: April 2, 2025

