MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding between the Mt Adams School District and Mt Adams Education Association is to define the treatment of benefit hours accrued and used during and after the addition of .75 hours of work per day during the period of the SIG grant.

It is understood between the parties that this increase in salary and corresponding increase in the required workday will continue only for as long as the school improvement grant continues under the same conditions. The parties further understand that employees’ continuing contract right only apply to the pre-existing contract and that this increase in salary and subsequent required increase in hours, will terminate once the school improvement grant ends or otherwise changes in its conditions.

During the three (3) year period of the School Improvement Grant (SIG), the Mt Adams School District increased the hours of instruction at the High School and Middle School campus by .75 hours per day. The District has therefore accrued the benefit time of Sick Days, Personal Days and Longevity days to include an additional .75 hours per day. It is the intention of the District that these benefit days are used in the manner which they were accrued. Once these hours are accrued they will remain in the employee’s bank until used or sold back to the District. Specific examples are as follows:

**Sick Leave:** Sick leave will be accrued at 12 days of 7.75 hours per day for each year of the SIG grant. This is 93 hours per year. Sick leave taken during the period of the SIG grant will be paid out at 7.75 hours per day, until the hours accrued at 7.75 are exhausted. If these hours are exhausted then the employee will be paid sick leave at the 7 hours per day rate in effect prior to the SIG grant. Unused hours will remain in the employee’s sick leave bank after the SIG grant has expired.

**Personal Leave:** Personal leave will accrue at the rate of 7.75 hours per day during the SIG grant period. Personal leave will be paid at the rate of 7.75 hours per day for the days accrued during the SIG grant. Days sold back to the District will be sold back at a first in first out basis. Therefore, the oldest days in the employee’s bank will be sold back first. Based on contract requirements to carry only six (6) days maximum, all 7.75 hour days should be removed from employee personal day banks by one (1) year after the SIG grant ends.

**Longevity Days:** Up to ten (10) longevity days are allowed to accrue and held until retirement to be sold back to the District. During the period of the SIG grant the District will accrue longevity days at the rate of 7.75 hours per day. Additionally, the District will allow the excess hours to remain in the longevity bank until retirement. The maximum number of hours beyond 70, (10 days x 7 hrs. per day) is .75 hrs. x 2 days per year max, x 3 years of SIG grant = 4.5 hours. Therefore the maximum allowable hours accrued in the longevity days bank is 74.5. Employees using longevity days during the period of the SIG grant will be paid and charged at 7.75 hours per day.

MT. ADAMS EDUCATION ASSOCIATION

Elizabeth Gilbert, Association President

MT. ADAMS SCHOOL DISTRICT #209

Henry M. Strom, Superintendent

Date: 11/09/15, 2015

MOU – Defining Treatment of Benefit Hours