



**Contact:**

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TO: Stanwood-Camano Board of Directors

FROM: Christine Del Pozo, Executive Director of Human Resources

SUBJECT: Memorandum of Understanding with Building Administrators

DATE: February 20, 2024

TYPE: Action Required

Please see the updated Memorandum of Understanding with the Stanwood-Camano School District building administrators. Mentorship stipends, as defined in the 2023-2204 school year, were eliminated to reduce costs. We have redefined our mentorship support in service of our new administrators, which is less costly than in previous years.

Recommendation: It is recommended that the Board approve the attached Memorandum of Understanding.

Every student is empowered to learn in an inclusive setting  
and is prepared for the future of their choice

**[www.stanwood.wednet.edu](http://www.stanwood.wednet.edu)**

Memorandum of Understanding between  
Stanwood-Camano School District  
And  
Stanwood-Camano Building Administrators

The district has an interest in ensuring that the School Board of Directors is presented and approves a balanced budget that ensures students can be delivered an educational program while honoring the work and compensation of our staff. Due to a double levy failure and reductions in state and/or federal funding, the terms of the 2021-2024 contract are subject to reopening to discuss the total compensation and benefits package. The district and the Stanwood-Camano Building Administrators agree to the following modifications to the 2021-2024 contract. The items outlined in this Memorandum of Understanding only apply to the 2023-2024 school year, except as noted below:

- Article II: Salaries
  - Building administrators will forgo a 2% salary increase above IPD for the 23-24 school year. This will be renegotiated in the spring of the 23-24 school year for the 24-25 school year.
  
- Article III: Travel and Expenses
  - The district will not reimburse membership fees, travel, and meal costs.
  
- Article III: Discretionary Fund
  - The district will not provide discretionary funds to administrators.
  
- Article III: Evaluation Support
  - The district will not fund evaluation support to administrators in completing evaluations.
  
- Article III: Dues to Professional Associations
  - The district will not pay the dues for memberships in professional organizations.
  
- Article IV: Length of Individual Agreement
  - All administrators' contracts (July 1, 2023 – June 30, 2024) will be reduced by 3 (three) days, with a commensurate decrease in pay, a practice commonly referred to as furlough).
  
- Other:
  - The district will eliminate personal leave cash out for the current school year and the 23-24 school year unless that the staff member separates from service on June 30, 2023. Accrued personal leave during the 22-23 school year may be rolled for use during the 23-24 school year.
  - Eliminate administrator stipends (Hi-Cap, etc.), and corresponding work will be done by district office staff.

*On behalf of the Stanwood-Camano School District, the Board of Directors:*

\_\_\_\_\_ Date: \_\_\_\_\_  
Al Schreiber, School Board President

\_\_\_\_\_ Date: \_\_\_\_\_  
Dr. Deborah Rumbaugh, Superintendent

*On behalf of the Stanwood-Camano School District Building Administrators:*

\_\_\_\_\_ Date: \_\_\_\_\_  
Cherae Almanza, Principal PSMS

\_\_\_\_\_ Date: \_\_\_\_\_  
Jennifer Allen, Principal TCE

\_\_\_\_\_ Date: \_\_\_\_\_  
Tom Wilfong, Assistant Principal SHS