



TO: Board of Directors

FROM: Maurene Stanton

SUBJECT: Approval of Letter of Agreement with the Public School Employees of Stanwood-Camano (PSE)

DATE: November 1, 2022

TYPE: Action Required

I have provided, for your review, a copy of a Letter of Agreement with PSE to outline the process buildings and departments will use if there is a paraeducator substitute shortage. As you review these documents, please call me at your convenience with any questions.

RECOMMENDATION: I recommend that the board approve this LOA with PSE.

LETTER OF AGREEMENT

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON/SEIU LOCAL 1948, STANWOOD-CAMANO CHAPTER, #1125 AND THE STANWOOD-CAMANO SCHOOL DISTRICT #401. THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XXI, SECTION 21.6 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agreed to the following:

In order to ensure adequate staffing in classrooms and programs, when a paraeducator substitute cannot be located in a building, the building administrator(s) will adhere to the following process:

- Confirm with substitute coordinator that no paraeducator substitute is available
- Review list of current building paraeducators to determine if current staff could fill vacancy with extra hours
- Fill vacancy with building certificated staff or other personnel within the district

This letter of agreement shall become effective immediately and will be in effect until August 31, 2023. It shall be attached to the 2020-2023 Collective Bargaining Agreement.

**PUBLIC SCHOOL EMPLOYEES
OF WASHINGTON/SEIU Local 1948**

**PUBLIC SCHOOL EMPLOYEES
OF STANWOOD-CAMANO
CHAPTER #1125**

**STANWOOD-CAMANO SCHOOL DISTRICT
#401**

BY: _____

Judith Brown, Chapter President

BY: _____

Maurene Stanton, Executive Director of HR

DATE: _____

DATE: _____