

**COLLECTIVE BARGAINING
AGREEMENT**

between

**SHORELINE SCHOOL DISTRICT
NO. 412**

and

MAINTENANCE EMPLOYEES

September 1, 2016 to August 31, 2020

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1 SHORELINE SCHOOL DISTRICT NO. 412
2 Shoreline, Washington 98155

3
4 COLLECTIVE BARGAINING AGREEMENT
5 FOR MAINTENANCE EMPLOYEES
6

7
8 Effective September 1, 2016 through August 31, 2020
9

10
11 **1.0 GENERAL STATEMENT OF PHILOSOPHY**

12
13 1.1 This Salary Schedule and Provisions for Maintenance Employees in the Shoreline
14 School District expresses the philosophy of the District in developing personnel
15 policies which will attract and hold the best qualified personnel for maintenance
16 positions in the District.
17

18 1.2 For non-discrimination, refer to District Board Policy.
19

20 **2.0 SALARY SCHEDULE**

Sept. 1, 2016 – Aug. 31, 2020
Hourly Rate

21	2.1	Carpenter	\$
22		Computer Technician I	\$
23		Computer Technician II	\$
24		Journey Wireman	\$
25		Journey Technician	\$
26		HVAC Technician	\$
27		Painter/Taper	\$
28		Painter	\$
29		Plumber/Pipefitter	\$
30		Roofer	\$
31		Sheet Metal Worker	\$
32			

33
34
35 The foreman rate will be 10% above the applicable journey-level rate. This rate will
36 apply when supervision is provided for two (2) or more maintenance employees.
37

38 The wage scale for all maintenance employees of the Shoreline School District shall
39 be 85% of the outside scale (the wage paid to the union workers in the private
40 sector). Employees that are being paid a higher wage than the 85% at the time the
41 wage comes into effect will be grandfathered until such time as the 85% wage
42 overtakes their wage level. The wages shall be updated September 1 of each year
43 based on changes within each employee's respective craft's most recent outside
44 adjustment in effect on September 1.
45

1 The wages of the Computer Technician I shall be based on 70% of the Journey
2 Wireman outside wage scale. The Computer Technician II will be paid at 10%
3 above the rate of Computer Technician I.
4

5 Future Journey Technician work will incorporate the work that was previously
6 performed under the Telecommunications Technician position.
7

8 **2.2 Work Week**
9

10 The work week Monday through Friday for a full-time regular employee shall be
11 forty (40) hours consisting of five (5) consecutive eight (8) hour days. Any time
12 worked in excess of forty (40) hours per week shall be considered overtime rate.
13 A Tuesday thru Saturday work week may be scheduled for operational
14 requirements of the District, but the District must notify the employee(s) at least
15 three (3) working days prior to the schedule becoming effective. An employee
16 may decline the special scheduling for reasons without prejudice. This special
17 scheduling will not be routine and such schedules shall be seven and one-half (7-
18 1/2) hours in duration with compensation based on the employee's regular rate and
19 work day.
20

21 **2.3** Any swing shift assigned work shall be scheduled between 2:00 p.m. and 12:00
22 a.m. All swing shift work shall be eight (8) hours in duration with compensation
23 based on the employee's regular rate plus an additional ten percent (10%)
24 premium pay.
25

26 **2.4 Additional Compensation**
27

28 **2.4.1** Overtime shall be paid at the rate of time and one half in accordance with
29 the provisions for call-back service. (See Section 6.0 and Attachment 4.)
30 Any work performed on legal holidays shall be at double time rate. (See
31 Section 4.0.) All work performed on Sunday shall be at the overtime rate
32 of double time. All overtime shall be paid at the appropriate overtime rate
33 of pay; there is no provision for compensating time.
34

35 **2.4.2** Maintenance employees shall be reimbursed expenses for attending
36 classes during non-work hours. These classes shall be for the purpose of
37 improving work skills and shall require prior approval from the District.
38

39 **2.4.3** Asbestos removal will be compensated at one hundred dollars (\$100.00)
40 per month, when authorized by the District.
41

42 **2.4.4** Work Equipment Allowance. All maintenance employees hired as of
43 September 1 of each year shall receive an annual allowance for work-
44 related footwear of up to one hundred fifty dollars (\$150).
45

46 In lieu of a work-related footwear allowance, Computer Technicians
47 covered by this agreement shall receive an annual allowance of workplace

1 tools/materials of up to one hundred fifty dollars (\$150). These
2 tools/materials shall be approved by appropriate District Management, and
3 shall be used for District use.
4

5 The allowance shall be accessed by submitting one receipt for
6 reimbursement to the Director of Maintenance or Director of Technology,
7 whichever is appropriate, no later than August 1st of each year. Equipment
8 purchased through this provision of the Agreement remains the property of
9 the employee.
10

11 **2.5 Other Provisions**
12

13 2.5.1 Any employee covered under this Agreement working less than an
14 eight (8) hour day, forty (40) hours a week, or paid for less than 260 days
15 per year (defined as September 1st through August 31st of the following
16 calendar year), shall receive the pro-rated portion of all provisions covered
17 under this agreement except Group Insurance provisions.
18

19 Any employee covered under this Agreement working 20 hours or more
20 per week and less than a full year (paid for less than 260 days per year)
21 will have their pay annualized and paid in pro-rated equal monthly
22 installments and, to the extent permitted by law, will receive pro-rated
23 group insurance coverage with the District paying the employer's portion
24 for the remaining months of the work year.
25

26 **2.6 Temporary Hires**
27

28 2.6.1 From time to time, the district may have need for skilled journeymen in
29 various crafts to augment the budgeted staffing of the maintenance
30 department. The District will work with each craft union represented by
31 the Trades to identify individuals for this temporary work; provided,
32 however, the appropriate union shall notify any recommended journeymen
33 of their need to comply with District FBI fingerprint and Washington State
34 background check requirements. Costs for the background and fingerprint
35 checks are the responsibility of the person being recommended.
36

37 2.6.2 If no recommendations are made within five (5) business days of the
38 written request from the District, the District is free to engage individuals
39 without the journeyman status who have been so cleared to fill the
40 temporary position; provided, however, the work of these individuals will
41 be done under the supervision of the appropriate journeyman.
42

43 2.6.3 Temporary hires shall be compensated per the appropriate outside craft
44 "Schedule A" (wage, health and welfare) or off the Agreement's wage
45 schedule, as appropriate to the individual's union standing or lack thereof,
46 respectively. Any dues or representation fee requirements are between the
47 appropriate craft and the temporary journeyman. Temporary hires,

1 whether journeyman or not, shall not be covered or otherwise eligible for
2 any other compensation, benefits, leaves or any other provisions of this
3 Agreement except Sections 2.2, 2.6 and Article 12 (Grievance Procedure)
4 for purposes of allowing the temporary hire to grieve the application or
5 interpretation of this Section 2.6.3.
6

7 2.6.4 At no time shall any temporary hire (journeyman or not) be engaged as
8 such for more than 120 consecutive workdays (based on the work calendar
9 of the position being filled) during any one school year.

10
11 **3.0 VACATION ALLOWANCE**
12

13 3.1 Each full-time employee shall receive annually two (2) weeks vacation with pay.
14 Part-time employees shall receive a pro-rata vacation. Full-time employees shall
15 receive three (3) weeks vacation after five (5) years and four (4) weeks vacation
16 after ten (10) years of continuous service with the school district as of the
17 employee's hiring in anniversary date. It is further understood that the
18 Maintenance Supervisor will arrange for full-time employees' vacations beyond
19 the standard two (2) week period consistent with the work schedule of the
20 respective department. It will be the practice to guarantee two (2) consecutive
21 weeks with the balance being allotted as mutually agreed. Starting with the
22 sixteenth (16) year of continuous service as of the employee's hiring in
23 anniversary date, the full-time employee shall receive as a vacation allowance of
24 four (4) weeks and two (2) days.
25

26 3.2 Vacation allowance of fifteen (15) days will be allowed to carry over from one
27 year to the following year with the approval of the Human Resources Director.
28

29 3.3 The employee will provide reasonable advance notice of Vacation whenever
30 possible.
31

32 **4.0 HOLIDAYS**
33

34 The following holidays shall be designated as such and any work performed on holidays
35 shall be paid for at the overtime rate for not less than four (4) hours:
36

2016-2020	
Labor Day	New Year's Day and one additional day
Veteran's Day	Martin Luther King Observance Day
Thanksgiving Day	Presidents' Day
Friday following Thanksgiving	Memorial Day
Christmas and one additional day	Independence Day and one additional day

37
38 When any recognized holiday identified above falls on a Saturday or Sunday, the district
39 shall identify a replacement holiday for the week-end holiday observance. The
40 replacement holiday shall occur during the workweek preceding or following the week-
41 end that the holiday actual occurs on. The parties acknowledge that the adopted student
42 school-year calendar will be a controlling factor in the district's selection of the

1 replacement holiday. Any work performed on legal holidays shall be paid at the double
2 time rate.

3
4 **5.0 LEAVES**

5
6 Basis for granting leave:

7
8 5.1 Sick Leave (accumulative)

9
10 5.1.1 Each employee will be granted twelve (12) days annually for sick leave.
11 Any unused sick leave allowance shall be accumulated in accordance with
12 State Law limitations. Employees shall be compensated annually and/or
13 upon retirement or death for unused sick leave credits in a timely manner
14 and in accordance with District policies and the laws of the State of
15 Washington.

16
17 5.1.2 One (1) day of sick leave is defined as being equal to the employee's
18 regular work day.

19
20 5.1.3 Sick leave shall be used for employee absence caused by personal illness,
21 injury or disability, including pregnancy and ill child. In the case of
22 family illness, the employee may contact the Human Resources Office for
23 approval. The employee will provide notice of Sick leave prior to the start
24 of the work shift whenever possible.

25
26 5.1.4 For each day's absence due to personal illness in excess of sick leave
27 allowance, deduction of a full day's salary shall be made.

28
29 5.1.5 A doctor's certificate may be required from an employee after five (5)
30 days of absence.

31
32 5.1.6 Accumulated sick leave will be retained by an employee who is
33 terminated due to reduction in force or granted a leave of absence for a
34 period of one (1) year. (Note of explanation of the change: the portability
35 of sick leave is the law for individual employees, and the law is more
36 liberal than current contract language. The law allows employees to take
37 their sick leave with them to any other State of Washington public
38 employment position. We are not suggesting that this become contract
39 language.)

40
41 5.1.7 The District shall maintain the sick leave conversion entitlement, so long
42 as the District has the statutory right to do so.

43
44 5.2 Sick Leave/Coordination - Industrial Insurance

45
46 Employees suffering illness or injury compensable under state industrial
47 insurance shall be allowed, upon written request, to use sick leave to the amount
48 of their earned credit less any industrial insurance payments received. Sick leave

1 charged to the employee shall be proportionate to that portion of the employee's
2 salary paid by sick leave. The combined insurance and sick leave payments
3 cannot total more than the employee's normal base pay. Any overpayments must
4 be returned to the District by the employee.

5
6 5.3 Temporary Disability Leave

7
8 5.3.1 Each employee who, for medical reasons, cannot perform the functions of
9 his/her assigned position shall be considered eligible for a temporary
10 disability leave with sick leave benefit.

11
12 5.3.1.1 An employee requesting a leave due to temporary disability shall
13 submit the leave request to the Human Resources Office at least
14 ten (10) days or more in advance of the proposed starting date of
15 the leave.

16
17 5.3.1.2 The effective date of the leave will be determined by the Human
18 Resources Office in consultation with the employee and his/her
19 physician.

20 5.3.1.3 An employee on temporary disability leave shall receive sick
21 leave benefits up to the number of sick leave days accrued and
22 shall retain all other rights and benefits.

23
24 5.3.1.4 The School District shall have the right to request a physician's
25 certificate of disability while the leave is in effect.

26
27 5.3.1.5 Termination of the temporary disability leave shall be when the
28 employee's attending physician confirms the ability of the
29 employee to resume normal duties of the assigned position. In
30 the case of pregnancy, expiration of the temporary disability
31 leave shall be no later than sixty (60) calendar days after the
32 termination of the pregnancy.

33
34 5.4 Bereavement Leave - (non-cumulative)

35
36 A maximum of five (5) days' bereavement leave shall be allowed for each death
37 in the immediate family (husband, wife, domestic partner, father, mother, son,
38 daughter, sister, brother, mother-in-law or father-in-law), and a maximum of one
39 (1) day for funerals of relatives and/or friends.

40
41 5.5 Personal Leave (non-cumulative)

42
43 Three (3) days per year personal leave may be allowed for each employee for
44 event of serious illness within the immediate family or personal business which
45 cannot be scheduled during non-work hours, including, but not limited to, court
46 attendance, legal matters, mortgage or loan matters. The employee will provide
47 reasonable advance notice of Personal leave whenever possible. Such absence
48 shall be reported on district standard reporting forms and approved by the Human

1 Resources Office. Upon request, reason(s) for denial shall be given by the
2 District.

3
4 **5.6 Jury Duty**

5
6 An employee who is absent because of jury duty shall be paid his/her regular rate
7 of pay. The employee will retain fees paid as reimbursement for mileage and/or
8 related expenses. The employee shall furnish the District with a written statement
9 showing the date of jury duty. The employee shall report to work when released
10 from any jury duty during any scheduled work day.

11
12 **6.0 CALL BACK SERVICE**

13
14 Call Back Service for monthly employees, when authorized, shall be for not less than two
15 (2) hours at the appropriate overtime rate.

16
17 **7.0 RETIREMENT**

18
19 All qualified employees must mandatorily belong to School Employees Retirement
20 System (S.E.R.S.) and will retire consistent with State rules and regulations.

21
22 **8.0 TERMINATION OF EMPLOYMENT**

23
24 The termination of employment under normal circumstances should require not less than
25 fifteen (15) days' notice; however, the District shall have the authority to suspend any
26 employee without pay, where charges are of a serious nature, for a period of not more
27 than fifteen (15) calendar days while investigation is being made. If the investigation
28 clears the employee of all charges, he/she will be reinstated. If the charges against the
29 employee are sustained, the employee is considered discharged as of the date of
30 suspension without further compensation. Any employee shall be entitled to receive a
31 statement of reasons for discharge and a hearing upon request.

32
33 **9.0 SENIORITY**

34
35 If qualifications are equal, seniority will prevail in the event of reduction. Seniority will
36 be calculated within each employee's classification (job title) based on the employee's
37 most recent hire date. In the event of a reduction-in-force, employees shall be given thirty
38 (30) calendar days advance notice, and shall be eligible for recall for twenty-four (24)
39 months after the effective date of the reduction-in-force.

40
41 **10.0 OPTIONAL PAYROLL DEDUCTION**

42
43 The Payroll Department will deduct Union dues, Washington School Employees' Credit
44 Union and other District-approved deductions for full-time and part-time employees
45 requesting such a deduction when authorization is provided to the payroll office by the
46 union.

1 **11.0 GROUP INSURANCE**

2
3 No provision of this Section shall be interpreted or applied so as to place the District in
4 breach of the benefit limitations imposed by State law or to subject the District to a
5 penalty. Pursuant to RCW 28A.400.275(1), the parties agree to abide by state laws
6 relating to school district employee benefits. The parties acknowledge that this Section
7 11 insurance agreement is for a term of one year, subject to automatic extension for the
8 ensuing year in the absence of written notice otherwise by one party to the other prior to
9 June 1.

10
11 Group Insurance (Basic)

12
13 11.1 Each employee working twenty (20) or more scheduled hours per week is eligible
14 to participate in the District's Basic Group Insurance Program.

15
16 11.2 Each year, the District shall provide the monthly amount identified in the State
17 appropriations act for group insurance for each full-time employee for the
18 District's Basic Group Insurance Program. The cost of mandatory group dental
19 insurance, long term disability (LTD) and term life insurance (which pays the
20 annual salary of the employee) will be subtracted from the monthly state
21 allocation and the remainder may be applied toward any District approved
22 medical insurance coverage. Any remaining portion of the medical insurance
23 premium shall be deducted from the employee's salary warrant.

24
25 Full-time employees shall be any employees working 1,440 or more regular
26 scheduled hours during the school year. Employees working less than 1,440
27 hours and working in a position eligible for health benefits, shall receive a
28 prorated share of the monthly state allocation per month for twelve (12) months.

29
30 *Potential Adjustment* - No later than October 31st, the District and the Union will
31 examine the cost to the District of insurance benefits as reported through the state
32 reporting process. If the costs to the District per full-time equivalent are less than
33 the state allocation per month for the contract year, the maximum District
34 contribution for each eligible employee will be increased each month so that the
35 District payment will be within one-tenth of one percent of the state monthly
36 allocation per month per full-time equivalent reported through the state reporting
37 process.

38
39 In addition, during the terms of this agreement, the district shall provide \$29.00 a
40 month for each full-time benefit eligible employee of the bargaining unit.

41
42 11.3 Shared Insurance Allocation with Spouse or Domestic Partner Also Employed by
43 District.

44
45 An employee whose spouse/domestic partner also is a District employee eligible
46 for a District insurance contribution may combine his or her insurance allocation
47 with that of his or her spouse/domestic partner for the purchase of a single

1 insurance plan to offset the employee's out-of-pocket costs for medical insurance
2 premiums (e.g. the purchase of one "employee plus spouse" plan rather two
3 "employee only" plans). The reduction in insurance and the unused portion of the
4 insurance allocation shall be returned to the insurance pool(s). If the
5 spouse/domestic partner is in a different bargaining unit, the other bargaining unit
6 must agree to the same procedure before the combination of insurance allocations
7 can be effective. If the spouse/domestic partner is in a different insurance pool,
8 one-half of the cost of the single medical (insurance plan) shall be charged to each
9 insurance pool.

10
11 11.4 Optional Supplemental Insurance

12
13 An employee may elect to have optional group insurance programs approved by
14 the District (e.g. Supplemental Life, two times annual salary, Short Term
15 Disability Insurance and INA - High Limit Accident) deducted from their salary
16 warrant. The entire premium for any of these Optional Supplemental Insurances
17 will be a full salary deduction. None of the unused contribution, from the Basic
18 Group Insurance as described above, can be applied to the Optional Supplemental
19 Insurance premiums.

20
21 11.5 The District Advisory Insurance Committee shall assist in determining the types
22 of insurance programs to be provided to employees subject to approval by the
23 Board.

24
25 11.6 The District will continue to offer a Section 125 plan for health care expenses
26 and/or dependent care as allowable by federal regulations.

27
28 **12.0 GRIEVANCE PROCEDURE**

29
30 12.1 In the event that any difference arises between Shoreline School District and the
31 Union or any employee concerning the interpretation, application, or compliance
32 with the provisions of this Agreement, such difference shall be deemed to be
33 grievance and shall be settled only in accordance with the grievance procedure set
34 forth herein.

35
36 12.2 Grievance Steps

37
38 12.2.1 The employee shall first discuss the grievance with his/her immediate
39 supervisor with a representative of the Union present, if requested by the
40 employee. Every effort should be made at this level to resolve the
41 grievance.

42
43 12.2.2 If no settlement is reached at Step 1, the Union representative, if he/she
44 considers the grievance to be valid, will reduce to writing a statement of
45 grievance. The statement will be submitted in writing within ten (10)
46 calendar days to the immediate supervisor for reconsideration, with
47 copies transmitted by the Union to the Director of Human Resources.

1 These parties, within seven (7) calendar days, shall submit a written
2 statement as to the disposition of the grievance.
3

4 12.2.3 If no settlement has been reached in Step 2, within the specified time
5 limits, the Union representative may within ten (10) calendar days
6 submit the written grievance to the Superintendent or designee. These
7 parties, within ten (10) calendar days from submission of the grievance
8 statement, shall resolve the dispute and indicate by written statement the
9 grievance disposition.
10

11 12.2.4 If the disposition of the grievance by the Superintendent or designee is
12 unacceptable, the representative may, within fifteen (15) calendar days
13 of the response from Step 3, submit the grievance to the American
14 Arbitration Association for arbitration under their rules and within the
15 following guidelines:
16

17 12.2.4.1 The Arbitrator shall limit his decision strictly to disputes
18 involving the application, interpretation or alleged violation
19 of specific articles and/or sections of this Agreement or staff
20 evaluation.

21 12.2.4.2 There shall be no appeal from the Arbitrator's decision if
22 within the scope of his authority. It shall be final and binding
23 on the Union, the employee(s) involved, the Administration
24 and the Board.
25

26 12.2.4.3 The fees and expenses of the Arbitrator shall be shared
27 equally by the District and the Union. All other expenses
28 shall be borne by the party incurring them, and neither party
29 shall be responsible for the expenses of witnesses called by
30 the other.
31

32 12.3 The grievance procedures outlined in this Agreement shall not preclude the
33 employee from taking any legal steps available to them through the courts of
34 competent jurisdiction.
35

36 12.4 The Union shall have an opportunity to be present at all grievance meetings.
37

38 12.5 If an employee and/or Union representative fails to respond to the next grievance
39 step within the allotted time, it will be assumed that the grievant has dropped the
40 grievance or accepted the resolution of the grievance at that level.
41

42 12.6 By mutual agreement between the District and the Union, the time limitations
43 applicable to this provision may be waived for reasons that will ensure due
44 process to the grievant.
45
46

1 **13.0 UNION MEMBERSHIP**

2
3 The Seattle Building and Construction Trades Council is recognized as the official labor
4 organization for all employees performing work as monthly maintenance employees in
5 the Shoreline School District, and it is agreeable that all employees coming under this
6 agreement shall become members of the appropriate Union after thirty (30) days of
7 employment.
8

9 **14.0 RESIGNATION**

10
11 Employees shall give fifteen (15) days' notice. If there are circumstances that require
12 resignation with less than fifteen (15) days' notice, approval must be obtained from the
13 School District.
14

15 **15.0 MANAGEMENT RIGHTS CLAUSE**

16
17 15.1 Except to the extent specifically abridged by specific provisions of this
18 Agreement, the Union recognizes the employers' inherent and traditional right to
19 manage their respective businesses as has been their practice in the past. The
20 Union recognizes the right of the employer to hire, suspend, transfer, promote,
21 demote or discipline employees and to maintain the discipline and efficiency of its
22 employees; the right (which shall be exercised as provided in the paragraph hereof
23 relating to termination of employment) to lay off, terminate or otherwise relieve
24 employees from duty because of lack of work for them to do, or for other reasons
25 set forth in this contract, the right to establish and change work schedules and
26 assignments and to eliminate, change or consolidate jobs; the right to direct the
27 methods and process of doing work, to introduce new and improved work
28 methods or equipment, and to assign work to outside contractors; the right to
29 determine the starting and quitting times and the number of hours to be worked;
30 and the right to make and amend such reasonable rules and regulations as it may
31 deem necessary for the conduct of its business, and to require their observance.
32

33 15.2 The exercise of the employers' rights stated herein is an exclusive function of
34 management. The exercise of the Management Rights herein does not modify the
35 Union's right to appeal through the grievance procedure as set forth in this
36 Agreement when such exercise violates the letter and intent of the Agreement in
37 the opinion of the Union.
38

39 15.3 The above Statement of Management Rights is not intended to be exclusive and
40 shall not be construed to limit or exclude any historical or normal rights of either
41 Management or Union.
42

43 **16.0 LABOR MANAGEMENT COMMITTEE**

44
45 16.1 The parties agree to establish a Labor Management Committee for the purpose of
46 seeking resolution on issues of common concern.
47
48

- 1 **17.0 ADOPTION OF SCHEDULE**
- 2
- 3 17.1 This schedule represents the Shoreline Board of Directors' desire to pay the best
- 4 salaries possible to its employees based upon the available revenues accruing to
- 5 the District.
- 6
- 7 17.2 A certified copy of this Salary Schedule and Provisions for Maintenance
- 8 Employees as adopted by the Board of Directors, shall be forwarded to the Seattle
- 9 Building and Construction Trades Council.
- 10
- 11
- 12
- 13
- 14 *[The remainder of this page intentionally left blank.]*
- 15
- 16
- 17
- 18

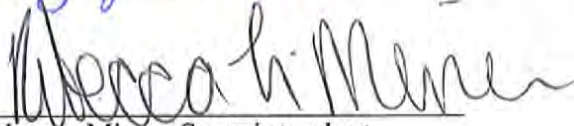
1 **18.0 TERMINATION AND RENEWAL**

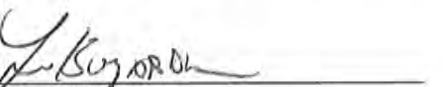
2
3 18.1 This Agreement shall take effect on September 1, 2016, and shall be in full force
4 and effect until August 31, 2020.


5
6 18.2 The parties agree to re-open this agreement if the
7 State Legislature reduces the District's authority to collect an approved
8 maintenance and operations levy due to the 2017 Levy Cliff and/or Levy Swap.
9 The District and the Building Trades Council agree to meet to discuss the impact
10 of such loss of the levy revenue on this Agreement.
11
12
13


14 This is to certify that this Salary Schedule and Provisions was adopted by the Shoreline Board of
15 Directors as found in the minutes of their meeting July 21, 2016.

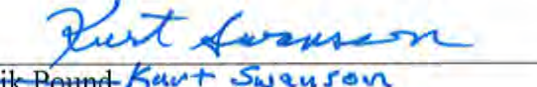
16
17 
18
19
20 Monty Anderson, Executive Secretary
21 Seattle Building Trades Council
22


23
24 
25
26 Rebecca Miner, Superintendent
27 and Secretary to the Board of Directors
28 Shoreline School District
29


30
31 
32
33 Lisa Bogardus
34 Assistant Executive Secretary
35 Seattle Building Trades Council
36

37
38 
39
40 Marla S. Miller, Deputy Superintendent
41 Shoreline School District
42


43
44 
45
46 David Quinn
47 PNW Regional Council of Carpenters

48
49 
50
51 Erik Pound ~~Kurt Swanson~~
52 Plumbers & Pipefitters Local 32

53
54 
55
56 Sean Bagsby
57 Int'l. Brotherhood of Elec. Workers
58 Local 46
59

60
61 
62
63 Steve Hurley
64 Roofers Local 54
65

66
67 
68
69 Todd Pierce
70 Painters District Council #5

71
72 
73
74 Sam Hem
75 Sheet Metal Workers Local 66

ATTACHMENT #1

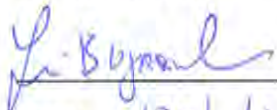
Memorandum of Understanding
Between
Maintenance Employees and
Shoreline School District

SUMMER HELP

The parties recognize the mutual benefit of engaging non-bargaining unit individuals as maintenance helpers during the Summer break period. It is the purpose of this Memorandum to articulate how and under what circumstances such help is to be engaged.

- Since the summer period is a peak workload time of the year and because vacations are frequently taken during this time period as well, the district reserves the right to hire summer helpers to assist the bargaining unit employee.
- Exercise of this right is contingent upon there being ample budget capacity to do so.
- The summer helper is not to be used to reduce or eliminate a bargaining unit position and is there to assist the bargaining unit employee.
- Summer helpers shall be under the direction of the bargaining unit employee and shall not work in any craft-related duties unless so directed.
- This agreement expires August 31, 2017, unless extended by mutual consent of the Parties.

For the Unions:



Date: 10-1-16

For the District:



Date: 10/31/2016

Memorandum of Understanding
Between
Maintenance Employees and
Shoreline School District

HEALTH INSURANCE POOLING

The parties to this Memorandum wish to capture their mutual understanding of how employee benefit monies derived from the collective bargaining agreement between them are to be handled for pooling purposes. This Memorandum is effective this 1st day of September 2016.

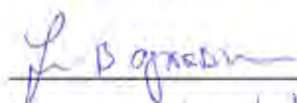
It is understood that such monies shall be calculated and distributed to the bargaining unit members as follows:

- Any portion of the employee's insurance allocation remaining after subtracting the cost of mandatory and medical insurance premiums will be pooled for the sole benefit of bargaining unit members that are experiencing "out-of-pocket" medical insurance premium costs.
- The monthly pool amount available for these "out-of-pocket" employees will be calculated in October of each year.
- Available pool dollars will be distributed monthly to each employee with "out-of-pocket" premium costs or until the pool is exhausted, whichever comes first (commonly referred to as "pooling by rounds").
- The amount of mandatory employer taxes not expended by the district due to employee participation in Section 125 individual medical savings accounts shall be added to the insurance pool in accordance with the established 125-plan year.

No provision of this Memorandum shall be interpreted or applied so as to place the District in breach of the benefit limitations imposed by State law or to subject the District to a penalty. Pursuant to RCW 28A.400.275(1), the parties agree to abide by state laws relating to school district employee benefits. The parties acknowledge that the above insurance agreement is for a term of one year, subject to automatic extension for the ensuing year in the absence of written notice otherwise by one party to the other prior to June 1.

This Memorandum shall remain in effect during the life of the 2016-2020 collective bargaining agreement. The parties reserve the right to re-issue this Memorandum at that time.

For the Unions:



Date: 10-1-16

For the District:



Date: 10/13/2016

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ATTACHMENT #3
VEBA Agreement

Memorandum of Understanding
Between
Maintenance Employees and
Shoreline School District

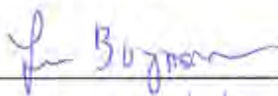
EVENING/WEEKEND CALL BACK SERVICE

The Parties recognize the advantages in knowledge and familiarity offered by District employees providing Evening/Weekend support in the event of emergencies, and also recognize that not every employee is available to provide emergency services after work hours.

The Parties agree to the following provisions of Evening/Weekend call back service:


- Call back service will be considered as any emergency situation found after regular hours needing immediate attention to ensure the safety and security of all facilities.
- Only the immediate supervisor or his/her designee shall authorize any and all callbacks.
- Pursuant to Article 6.0 of the Collective Bargaining Agreement, callbacks shall be paid a minimum of 2 hours at the overtime rate.
- Pursuant to Article 2.4.1 of the Collective Bargaining Agreement, all hours worked during a callback shall be compensated at the rate of time and one half. Any work performed on a Sunday or legal holiday shall be paid at double time rate.
- All maintenance staff that wish to be available for call back service shall provide current contact information to the Maintenance Office Manager for call back support.
- If immediate call back support is unavailable, contracted services may be used.

For the Unions:



Date: 10-1-16

For the District:



Date: 10/3/2016

Memorandum of Understanding
Between
Maintenance Employees and
Shoreline School District

JOURNEY TECHNICIAN

Whereas the Seattle Building Trades and Shoreline School District have had a long and successful relationship, we have agreed to address the issue of the change in our agreement regarding the Journey Technician position. The Seattle Building Trades Council and Shoreline School District agree to work together to promote labor harmony, and to provide the appropriate level of maintenance services for the District. The incumbent position shall be maintained for the duration of this CBA at a fifty-fifty split, four (4) hours per day Journey Wireman pay rate (to be adjusted September 1st for remainder of agreement), four (4) hours per day full Journey Technician Foreman outside rate (currently \$33.61/hour). These four (4) hours at the FULL Journey Technician Foreman outside rate shall be adjusted September 1 of each year based off the outside rate. It is also agreed that for the duration of this agreement, that every September 1st as a stipulation of the above referenced wage modification, that said incumbent shall receive a stipend. The annual schedule shall be as follows:

- 9-1-2016: = \$500 stipend
- 9-1-2017: = \$450 stipend
- 9-1-2018: = \$400 stipend
- 9-1-2019: = \$350 stipend

Building Trades will meet with the employees to discuss this MOU.

For the Unions:



Date: 10-1-16

For the District:



Date: 10/31/2016

Memorandum of Understanding
Between
Maintenance Employees and
Shoreline School District

Use of District cell phone minutes in the Maintenance Department:

- 1) District cell phone minutes are for business use only and will be based on 100 minutes per month per phone.
- 2) District cell phone minutes are to only be used when no other means of communications are available.
- 3) The cell phone numbers are not to be given out to District personnel; all calls needing maintenance support are to go through x4401.
- 4) Calls from outside vendors should go to 206-393-4401 unless emergency communications are needed.
- 5) Local jurisdictions (Fire, Police, Security, City and State Inspectors, etc.) should be directed to go through the main office 206-393-4401.
- 6) No personal calls are permitted using District cell phone minutes.
- 7) Access to shared cell phone minutes will be added to the "push to talk" radio devices assigned to the Plumber, Electrician, HVAC, Roofer, and Electronics positions.

For the Unions:



Date: 10-1-16

For the District:



Date: 10/3/2016