

Memorandum of Understanding

This agreement is made and entered in to by the Evergreen Education Association (EEA) and the Evergreen Public Schools (EPS). EEA and EPS agree to the following regarding the application of TRI payments to bargaining unit members:

All employees with regular contracts (provisional, continuing or leave-replacement contracts) are eligible for full TRI pay prorated for their full-time equivalency (FTE). A part-time employee will receive a pro rata share of TRI pay based on the employee's FTE with the District.

All TRI pay earned shall be attributed to the individual employee for the purposes of reporting salary and retirement earnings recognition.

Employees on paid leave

1. If an employee utilizes up to 60 days of paid leave throughout the school year he/she shall receive TRI pay relative to their annualized FTE.
2. If an employee is out using paid leave for longer than twenty (20) days, but no more than sixty (60) days, he/she will need to submit a TRI log (to include all hours for the school year) chronicling his/her completed TRI hours to be submitted to Payroll.
3. If an employee returns after sixty (60) days a TRI contract will be re-issued at a pro-rated amount equal to his/her pro-rated FTE. He/she will need to submit a TRI log (to include pro-rated hours for the school year) chronicling his/her completed TRI hours to be submitted to Certificated Personnel.
4. If an employee is out for sixty-one (61) to one hundred and eighty (180) days he/she will not receive TRI pay for these days on paid leave.
5. If an employee notifies the District of his/her intent to be out on paid leave for an entire school year, he/she will not be eligible to receive TRI pay. The one-year, non-continuing employee or Long term substitute who is hired to replace said employee shall receive the TRI pay for the year, relative to the FTE assignment.

Employee on partial paid leave and partial unpaid leave

6. If an employee is out on paid leave and runs out of paid leave during his/her extended leave, he/she shall be cashed out by the District. During the unpaid portion of his/her extended leave the employee shall not be eligible to receive TRI pay.

Employee on unpaid leave

- 7. If an employee is out on unpaid leave, he/she is not eligible to receive TRI pay during the unpaid leave.
- 8. An employee who is out on unpaid leave and later returns to work shall receive TRI pay prorated to their annualized FTE.

Substitutes

- 9. If an employee is out on paid or unpaid leave for more than sixty (60) days, on the sixty-first (61st) day the long-term substitute shall receive TRI pay for each day worked, prorated to the individuals FTE and placement on the certificated salary schedule.
- 10. If an employee is out on unpaid leave between twenty (20) and sixty days (60), the substitute shall receive the unclaimed TRI pay for each day worked in this assignment, prorated to the individuals FTE and placement on the certificated salary schedule, retroactive to the 1st day of the long-term assignment.

Executed in Vancouver, Washington this ____ day of January, 2019.

For the Association

For the District

William H Beville

Jenae Gomes

EEA President

Director of Human Resources, EPS