## LETTER OF UNDERSTANDING BETWEEN LAKE WASHINGTON SCHOOL DISTRICT #414 AND LAKE WASHINGTON EDUCATION ASSOCIATION

The District and the Association agree that the recruitment and hiring of highly qualified and diverse staff is a direct link to student achievement and success. In order to facilitate the recruitment and hiring of such staff, the parties further agree that early recruitment could significantly increase the District's ability to attract and hire such staff.

Therefore, the parties agree to modify Section 19.11 (B), Leaves of Absence, as it pertains to secondary teachers for school years 2019-2020 and 2020-2021. Such modification is as follows:

- Section 19.11 Leave of Absence Leaves of absence without pay and benefits for not less than one (1) semester at the secondary level or not more than one (1) year at either level may be granted to employees, subject to this agreement.
  - A. Upon return from a one (1) year leave of absence, the employee will be returned to the same building/program assigned to prior to the leave, provided such position is available and the leave did not exceed one (1) full year.
  - B. Application for such leave <u>for elementary teachers</u> must be made on or before the first Friday in March of the school year. The application must state the reason for the request. By the first Friday in March of the year of the leave, the employee will give written notice of his/her plan to return to the District. Failure to provide notice of return will be deemed that the employee has resigned.
    - Application for such leave <u>for secondary teachers</u> must be made on or before the first <u>last Friday in March January</u> of the school year. The application must state the reason for the request. By the <u>first last Friday in March January</u> of the year of the leave, the employee will give written notice of his/her plan to return to the District. Failure to provide notice of return will be deemed that the employee has resigned.
  - C. A one (1) year leave of absence may be granted for the year following the expiration of the initial leave of absence for the purpose of completion of an approved program. Such leave will be without pay or benefits.
  - D. Upon return from a leave of more than one (1) year, the employee is not guaranteed an identical assignment held prior to taking the leave but will be assigned to a position of equivalent nature, subject to the collective bargaining agreements.

AGREED:

For the District:

For the Association:

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Deputy Superintendent

Howard Mawhinney

President

Date