

Memorandum of Understanding D
by and between
Lake Washington Institute of Technology, District No. 26
and the
Lake Washington Institute of Technology
Federation of Classified Employees, Local 4787
Effective July 1, 2022 through June 30, 2024

This memorandum of understanding is supplemental to the Agreement by and between the Lake Washington Institute of Technology District No. 26, hereinafter referred to as the Employer, and the Lake Washington Institute of Technology Federation of Classified Employees Local 4787, hereinafter referred to as the Federation.

This Memorandum of Understanding recognizes the challenges of hiring Early Learning Center (ELC) employees as illustrated by the lack of applicants, the Federation's waiving of the maximum hours allowed to work by Sub On-Call employees, as well as allowing for ELC positions to be hired directly, without a Search Committee, to expedite the hiring process. This is especially the case as we head into the third year of the COVID pandemic, where ELC employees, considered essential workers, are leaving the workforce and where private childcare centers continue to increase their hourly rates to recruit and/or retain employees.

To address this challenge, both parties agree to the following terms and provisions, effective July 1, 2022:


- Revise the Employee Salary Schedule (Appendix A) as follows:
 - Move Early Childhood Specialist III from Salary Level 60 to Level 70 on the salary schedule
 - Move Early Childhood Specialist IV from Salary Level 80 to Level 90 on the salary schedule
- Current employees will be placed according to the new Salary Level and if they fall between two steps, will be placed at the higher step
- Newly hired employees may be placed between steps C through G, depending on qualifications
- If awarded the Retention Stabilization Grant from King County, the pass-through funds will be distributed evenly between all Early Learning Center employees as a bonus


Lake Washington Institute of Technology
Federation of Classified Employees
Local No. 4787

Lake Washington Institute of Technology
District No. 26

Dated: Jul 1, 2022

Dated: Jul 5, 2022

By: 
Heidi Davis (Jul 1, 2022 08:23 PDT)
Heidi Davis, President

By: 
Dr. Amy Morrison, President