

Memorandum of Understanding E.1

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 that due to the implementation of LionsLink and the way it is configured, certain positions have taken on unanticipated, higher-level responsibilities thus changing the scope, duties, and responsibilities of the position.

This is the case for Sandra Cuevas, Fiscal Technician III, Maria Morales Fiscal Technician III, and Heidi Davis, Administrative Assistant V.

To recognize the higher-level scope, duties, and responsibilities of the position, both parties agree to the following terms and provisions, effective July 1, 2022:

- Create a Fiscal Specialist position at Salary Level 80 in the Employee Salary Schedule (Appendix A).
- Create an Administrative Projects Specialist at Salary Level 90 in the Employee Salary Schedule (Appendix A).
- The positions will be posted internally and follow the procedures per Article 18 Vacancies of the collective bargained agreement.

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

Lake Washington Institute of Technology
District No. 26

Dated: Jul 5, 2023

Dated: Jul 5, 2023

By: *Heidi Davis*
Heidi Davis (Jul 5, 2023 08:40 PDT)
Heidi Davis, President

By: *Amy M. Morrison*
Dr. Amy Morrison, President