

Memorandum of Understanding D
to the Agreement by and between
Lake Washington Institute of Technology
District No. 26
and the
International Union of Operating Engineers
Local No. 302
Effective April 17, 2020

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 College, and the International Union of Operating Engineers, Local No. 302, hereinafter referred to as the Union.

Article 14 Rates of Pay and Employee Compensation

Section 14.6

Upon successful completion of twenty-four (24) hours of Employer-approved in-service consistent with the employee's professional growth plan, an employee may advance one (1) step on the salary schedule contained in Appendix A.

Section 14.6.1

Professional development and in-service courses identified on Appendix B are approved and eligible for step advancement consistent with this section. Attendance and pay status is subject to approval by the supervisor depending on the date, time, and need of the College.
Alternate courses to those listed in Appendix B may be approved by the immediate supervisor.

Section 14.6.2

All incremental movement occurs annually on July 1. Only one increment may be earned each fiscal year. All approved staff development hours must be earned and documentation provided to the Human Resources office by June 1 of the year preceding the increment. Increment movement requires completion of twenty-four (24) hours of approved staff development, and full-time work at least 50% of the fiscal year during the year preceding the year of increment. Employees between Steps 1 and 8 and who have not had increment movement as noted above will automatically move one step after completion of three (3) years. Employees at Step 9 for five years will automatically move to Step 10 in the following year. Employees at Step 10 for five years will automatically move to Step 11 in the following year.

This Memorandum of Understanding is in response to the COVID-19 Pandemic and is intended to allow additional time for supervisor and employees to have meaningful discussions. This will be in effect for the evaluation period ending August 28, 2020.

INTERNATIONAL UNION OF
OPERATING ENGINEERS, LOCAL
NO. 302

Dated: April 21, 2020

By: Jeff Frazier
Jeff Frazier, Business Representative

LAKE WASHINGTON INSTITUTE
OF TECHNOLOGY, DISTRICT NO. 26

4.22.20
Dated: _____

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