

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE SHEFFIELD-SHEFFIELD LAKE CITY SCHOOL DISTRICT
BOARD OF EDUCATION
AND
THE SHEFFIELD-SHEFFIELD LAKE CLASSIFIED EMPLOYEES ASSOCIATION

This Memorandum of Understanding is entered into this 28th day of September, 2015 by and between the Sheffield-Sheffield Lake City School District Board of Education (hereinafter referred to as the "Board of Education") and the Sheffield-Sheffield Lake Classified Employees Association (hereinafter referred to as the "Classified Association").

WHEREAS, the Board of Education and the Classified Association are currently parties to a negotiated agreement effective June 30, 2015 through June 30, 2017; and

WHEREAS, Article 12 of the negotiated agreement between the Board of Education and the Classified Association establishes Terms of Employment, including vacation; and

WHEREAS, Article 12, Section B(2) which sets forth vacation for 205 Day Employees reads as follows:

"B. Vacation

Any employee working two hundred five (205) or more days but less than two hundred forty (240) days will receive five (5) days paid vacation after ten (10) years of full-time continuous service in the District. Vacation time must be scheduled with prior approval of the employee's immediate supervisor and the Superintendent (or designee). All requests and approvals must be completed by November 1 unless other arrangements between the employee and the Superintendent (or designee) are mutually agreed upon. If the Superintendent (or designee) determines that a vacation request is during a critical time, the request may be denied. Conflicts in vacation scheduling shall be resolved by allowing seniority to be the determining factor."; and

WHEREAS, the parties have since discovered an error within the Section regarding continuous years of service in the District; and

WHEREAS, the parties desire to correct the error and clarify the provision regarding years of service in the District as it relates to vacation for 205 day employees;

NOW THEREFORE, the Parties agree to the following:

1. Article 12, Section B(2) shall be changed to read as follows:

"B. Vacation

Any employee working two hundred five (205) or more days but less than two hundred forty (240) days will receive five (5) days paid vacation after ten (10) years of full-time continuous service in the District in the same position.

Vacation time must be scheduled with prior approval of the employee's immediate supervisor and the Superintendent (or designee). All requests and approvals must be completed by November 1 unless other arrangements between the employee and the Superintendent (or designee) are mutually agreed upon. If the Superintendent (or designee) determines that a vacation request is during a critical time, the request may be denied. Conflicts in vacation scheduling shall be resolved by allowing seniority to be the determining factor."

2. Except as expressly set forth in this Memorandum of Understanding, all other language within Article 12 of the negotiated agreement between the Board of Education and the Classified Association shall remain the same.
3. This Memorandum of Understanding constitutes the entire agreement between the Board of Education and the Classified Association regarding the issues outlined herein. There are no other written or verbal agreements, understandings or arrangements between the parties regarding the subject matter outlined herein. Any amendment to this MOU must in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding the date first set forth above.

Sheffield-Sheffield Lake Classified
Employees Association


By: Steve Parker, President

Sheffield-Sheffield Lake City School
District Board of Education


By: Michael Cook, Superintendent