

June 2023

Letter of Agreement  
Personal Leave

The Public School Employees of Yelm Community Schools No. 617 and Yelm Community Schools No.2 mutually agree that beginning June 1, 2023 to the following for personal leave language.

**ARTICLE IX-LEAVES**

**Section 9.3. Personal Leave.**

Employees shall be entitled to three (3) paid days of personal leave for matters which require their absence during the workday. Only two (2) staff within the same classification will be approved for personal leave, per building and/or department, on the same day. Personal leave may be taken in hours, half day increments or whole workday increments.

The third personal day will start in the 2023-2024 school year.

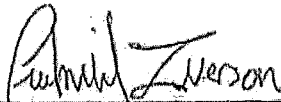
Personal leave cannot be used for: Extended vacation or concerted and/or individual action against the District.

The District requests that application to the Director of Human Resources for paid personal leave be made at least forty-eight (48) hours prior to taking such leave whenever possible. The Superintendent may deny personal leave use on a particular day by providing his/her business reason to the union. Personal leave is cumulative to four (4) days for less than two hundred sixty (260) day employees and five (5) paid days of personal leave for two hundred sixty (260) day employees. Personal leave days can be taken in one (1), two (2) day or three (3) day increments.

All other provisions of the collective bargaining agreement shall remain in full effect.

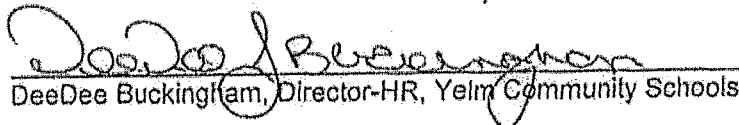
In witness whereof, the District and the Association have executed this agreement this 16 day of

June, 2023.



Gabriel Iverson, Chapter President

06/16/2023  
Date

  
DeeDee Buckingham, Director-HR, Yelm Community Schools

6-16-23  
Date