



MEMORANDUM OF UNDERSTANDING
between the
VANCOUVER SCHOOL DISTRICT
and the VANCOUVER EDUCATION ASSOCIATION (VEA)

Vancouver School District (“Employer”) has adopted the health reimbursement arrangement (HRA) plans offered and administered by the Voluntary Employees’ Benefit Association Trust for Public Employees in the State of Washington (“Plan”). Employer agrees to contribute to the Plan on behalf of all employees in VEA defined as eligible to participate in the Plan. The Plan must receive an enrollment file for each eligible employee to become a participant and become eligible for benefits under the Plan.

The following selected contribution(s) shall be made during the term of this agreement:

Sick Leave Contributions – Annual: Eligibility for contributions on an annual basis is limited to employees who have accumulated 180 days, not including any front-loaded days for the current contract year, of earned and unused sick leave. Contributions are based upon the number of sick leave days earned during the previous calendar year, less any days used during that calendar year.

Sick Leave Contributions – Retirement or Separation from Service: Eligibility for contributions at retirement or separation from service is limited to employees who retire or separate from service with sick leave cash-out rights during the term of this agreement. If an employee’s eligible sick leave balance is less than four (4) hours at the time of retirement or separation from service, these hours will be forfeited and funds will not be contributed to the Plan.

NOTE: All leave cash out contributions on behalf of each eligible employee shall be based on the cash-out value of leave days or hours accrued by such employee available for contribution in accordance with statute and District policy or procedure. For sick leave cash-outs, it is understood that all eligible employees will be required to sign and submit to the District a hold harmless agreement complying with RCW 28A.400.210. If an employee eligible for such sick leave contribution fails to sign and submit such agreement to the District, the District will not make sick leave cash-out contributions to the Plan at any time during the term of this agreement, and any and all excess sick leave which, in the absence of this agreement, would accrue to such employee during the term hereof shall be forfeited together with all cash rights that pertain to such excess sick leave.

The term of this agreement shall be from January 1, 2025, to December 31, 2025.

Signed for VEA:

Date: 12/3/24

Signed for the VANCOUVER SCHOOL DISTRICT:

Date: 1/13/25