

Human Resources
Maurene Stanton
Executive Director of Human Resources

Date: July 6, 2021

To: Stanwood Camano School Board

From: Maurene Stanton

RE: Vacation Day Buy Back

Each non-represented employee is allocated yearly vacation days. Upon review of agreements in our comparable districts, we became aware that many of our comparable districts allow non-represented employees the ability to buy back a portion of unused vacation each year. Due to the COVID-19 pandemic, many non-represented employees were unable to utilize their allotted vacation. For this reason, we are asking board approval to allow non-represented employees the ability to sell back no more than five (5) days of unused vacation.

If you have any questions regarding this letter of agreement, I will be happy to answer them for you.

Recommendation: I recommend your approval of this change to our non-represented agreement.