

**AGREEMENT AND MEMORANDUM OF UNDERSTANDING**  
**BETWEEN PIONEER CAREER AND TECHNOLOGY CENTER BOARD OF**  
**EDUCATION AND THE EDUCATION ASSOCIATION OF PIONEER**

This Agreement and Memorandum of Understanding (“Agreement”) is between the Pioneer Career and Technology Center Board of Education (“the Board”) and the Education Association of Pioneer (“EAP”) regarding the use and documentation of “Sick Leave” by all employees of the Pioneer Career and Technology Center Board of Education.

This agreement arises out of the mutual understanding that it is beneficial to both parties to encourage employees to schedule medical appointments outside the work day wherever possible.

The parties understand and agree as follows:

- A. Employees will not enter Sick Leave for any verified medical appointments during the first or last 60 minutes of the employee’s regularly scheduled work day providing:
- a. They return to their assigned work location within the first 60 minutes or leave no earlier than the last 60 minutes of their regularly scheduled work shift.
  - b. They have prior approval of their immediate Supervisor or the Director of Operations.
  - c. They have followed the regular process for communicating an absence as outlined in the Employee Handbook.
  - d. They provide written verification of the appointment from the medical provider immediately upon returning to work.
  - e. No other Leave is used during the same work day with the exception of previously approved Professional Leave.

This agreement shall be for the time period, January 1, 2023 through June 30, 2024 and all language shall revert to the language as agreed upon in the Negotiated Agreement between the Pioneer Career & Technology Center and Education Association of Pioneer, effective July 1, 2021 through June 30, 2024. The duly authorized representatives of the Board and the EAP have executed this MOU on the date set forth by each name, and it shall be effective upon signature of all parties.

**FOR THE EDUCATION ASSOCIATION OF PIONEER:**

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Colton Penwell, President                      Date

**FOR THE BOARD:**

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Greg Nickoli, Superintendent                      Date