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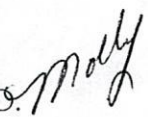


Everett Public Schools

July 22, 2003

MEMORANDUM

To: Everett School Employee Benefit Trustees
John Morrill
Kay Nickel
Betsy Selders
Sue McCann
Jeff Riddle
Dottie Cainion
Jill Mehner

From: Molly Ringo, Ed.D. 
Executive Director of Human Resources

Re: Benefits Open Enrollment Period

Attached for your information please find a copy of the signed Memorandum of Understanding between the Everett School District and Everett Education Association which officially changes the benefits open enrollment period from September 1 through October 10 to October 20 through November 14.

MR/kms

Attachment

Human Resources

Street Address: 3715 Oakes Avenue, Everett, WA 98201

Mailing Address: P.O. Box 2098, Everett, WA 98203

Telephone: (425) 388-4710

Fax: (425) 388-4713

Job Line: (425) 339-4346

**Memorandum of Understanding
between the
Everett School District
and the
Everett Education Association**

The Everett School Employee Benefit Trust at its July 14, 2003 meeting made a decision to have an interim enrollment for medical plans from September 1, 2003-October 10, 2003. A full open enrollment will be conducted from October 20, 2003-November 14, 2003. The Trust decision was based on the intent to move plan years for medical plans from a school year basis to a calendar year basis. The interim enrollment is intended for employees who have an urgent need to make a change in their current medical plan selection. The October-November full open enrollment is intended to replace, on an annual basis, the previous September-October open enrollment period.

This Memorandum of Understanding is to confirm that the Everett School District and Everett Education Association are in agreement with the Trust decision and further to indicate the parties' agreement that the language in Section 8.10 of the 2002-03 Collective Bargaining Agreement is not inconsistent with that decision for the 2003-04 year. The parties will request their respective Bargaining Teams to consider any necessary changes in Section 8.10 to effectuate the Trust's decision on the enrollment period for the term of the successor Collective Bargaining Agreement.



For the Everett School District



For the Everett Education Association

7/17/03

Date

7/14/03

Date