

April 16, 2025

To: Dr. Jeni Gotto, Superintendent, Westminster Public Schools  
Melissa Duran, President, Westminster Education Association

From: Kirchers Leday, Chief of Staff

### MEMORANDUM OF UNDERSTANDING

Westminster Public Schools ("District") and Westminster Education Association ("WEA") enter into this Memorandum of Understanding:

1. The parties agree that for the 2025-2026 school year, a Licensed Cumulative Leave Payout Pilot will be implemented. The pilot is a tiered system. The new pilot has three levels of payout as defined below. Contributions to the sick leave bank are not included as part of the usage. Accrued cumulative leave day balances are not applicable to this pilot.

#### Tiered Payout Structure

##### **0–10 Cumulative Leave Day Beginning Balance**

- **0–4 days used:** 60% daily per diem payout per unused day
- **4.5–6 days used:** 40% daily per diem payout per unused day
- **6.5 or more days used:** \$100 payout per unused day

##### **Over 11 Cumulative Leave Day Beginning Balance**

- **0–4 days used:** 60% daily per diem payout per unused day
- **4.5–7.5 days used:** 40% daily per diem payout per unused day
- **8 or more days used:** \$100 payout per unused day

Agreed:

By: Melissa Duran  
Melissa Duran  
Westminster Education Association President

November 10, 2025  
Date

By: \_\_\_\_\_  
Dr. Jeni Gotto  
Superintendent of Schools

\_\_\_\_\_  
Date