



**FOREST LAKE AREA SCHOOLS  
FOREST LAKE, MN 55025**

**December 5, 2013**

**AGENDA ITEM: 9.11**

**TOPIC: Memorandum of Understanding  
Between Independent School District No. 831  
and The Forest Lake Association of Professional Office  
Personnel**

**BACKGROUND:** The attached agreement has been prepared due to changes in federal laws and guidelines.

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**PROCESS:** School Board approval is required to enter into this Agreement.

**RECOMMENDATION:** Approval of this agreement.

MEMORANDUM OF UNDERSTANDING

between Independent School District No. 831  
and the Forest Lake Association of Professional Office Personnel

WHEREAS the parties have entered into a collective bargaining agreement (CBA) effective July 1, 2012 through June 30, 2014; and

WHEREAS the parties have subsequently learned that one of the terms of that CBA is now prohibited by changed federal laws and guidelines;

THE PARTIES NOW THEREFORE AGREE TO AMEND THE CBA AS FOLLOWS:

1. Article XXI, Section 3 currently reads as follows:

Health Care Reimbursement Plan: Effective July 1, 2013, the terms of this Section replace the terms of Article XXI, Section 3, Dues and Article XXI, Section 4, Professional Expenses. Effective July 1, 2013, the School District shall sponsor a Health Care Reimbursement Plan which will either make direct payment or provide reimbursement for hospital-medical and dental insurance and other eligible health care expenses as defined under the provisions of the School District's Health Care Reimbursement Plan.

Subd. 1. All other terms and conditions of the Plan, including but not limited to maximum reimbursements and other administrative procedures shall be set forth under the provisions of the plan document.

Subd. 2. Each eligible employee's Health Care Reimbursement Plan Account shall be credited with \$350.00 per contract year in equal installments beginning with the first pay date, until modified by a subsequent agreement.

2. Effective January 1, 2014, the above Article and Section will read:

Section 3. Supplemental HRA Contribution:

Subd. 1. Employees who are members of this bargaining unit and are eligible for and enrolled in the district's Medical-Hospitalization Plan will receive \$350.00 contributed to the employee's Medical-Hospitalization Plan HRA. This contribution will be made into the vested portion of the employee's account, referred to as the "rollover" account. For purposes of this provision, an "enrolled" employee includes the spouse of an employee who is characterized as a dependent of an employee who is the holder of the Medical-Hospitalization Plan, as long as the dependent employee is an eligible member of this bargaining unit. The payments will be made in equal installments beginning with the first pay date of the fiscal year.

Subd. 2. Employees who are members of this bargaining unit who are either not eligible for the district's Medical-Hospitalization Plan or who do not enroll in the insurance plan will receive \$350.00 to a Limited-Scope Health Reimbursement Arrangement available for reimbursement of vision and dental care expenses consistent with the terms of the Plan Document as approved by the ISD 831 School Board on November 7, 2013, and as amended thereafter.

Forest Lake Association of  
Professional Office Personnel  
6100 North 210th Street  
Forest Lake, MN 55025

Independent School Dist. No. 831  
6100 North 210th Street  
Forest Lake, MN 55025

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Association President

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School Board President

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Association Vice President

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School Board Clerk

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Association Officer

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_