

**Memorandum of Understanding
Paid Family Medical Leave (PFML)**

This Memorandum of Understanding is entered into between Independent School District No. 200, Hastings, Minnesota (hereinafter referred to as the "District") and Hastings Educational Secretaries' Association (hereinafter referred to as the "Association").

Whereas, MN State PFML goes into effect beginning January 1, 2026; and

Whereas, all of the factors and the impacts of such, related to PFML, have not yet been clearly defined by the State of Minnesota; and

Whereas, the 2024-2026 Master Agreement with the Association does not expire until June 30, 2026; and

Until such time as the 2026-2028 Master Agreement is negotiated and ratified, the District and the Association mutually agree that it is important to define how the District will implement PFML to the best of our ability.

Be it therefore resolved that the parties mutually agree to the following:

1. Procedural
 - a. PFML shall run concurrently with leave available under the Family Medical Leave Act (FMLA), the MN Parental and Pregnancy Leave Act, and other state and federal leaves if the purpose of the leave is for the same type of qualifying reason (if the individual is eligible), Sick/ESST, and other District provided leave; and
 - b. Employees shall be responsible for applying for and providing required documentation through the State PFML program; and
 - c. The District may require medical or other certification, in accordance with applicable laws; and
2. Notification
 - a. Employees must notify the District prior to applying for PFML benefits; certification received from DEED when applying for Minnesota Paid Leave benefits must be sent to the District within 48 hours of the submission; and
3. Insurance
 - a. Employees shall continue to be responsible for payment of their portion of insurance and other premiums via payroll deduction; if the employee is not receiving pay from the District, payment must be made in accordance with established District procedures for continuation of benefits; and
4. Leave Usage
 - a. Leave must be used in two hour increments; and

- b. Employees shall be allowed to "top off" PFML with available sick/ESST or discretionary paid leave, to the extent that they qualify for benefits under PFML; and
 - c. Total pay, including any leave "top off", shall not exceed 100% of the employee's regular wages; and
 - d. An employee may "top off" PFML leave using Sick Leave Bank for the portions(s) of a day needed, to the extent eligible, not to exceed ten calendar/working days (not hours equivalent to ten working days);
 - i. When PFML leave is occasioned by pregnancy, an employee may, to the extent eligible, "top off" PFML benefits with Sick Leave Bank days during the first six to eight weeks following childbirth, as supported by medical certification; and
5. Intermittent Leave
- a. Employees may not "top off" PFML when used on an intermittent basis; and
 - i. For purposes of this MOU, intermittent shall be defined as anything less than eight consecutive days; and
 - b. The maximum allowable intermittent leave will be 480 hours and must be used in two hour increments.
6. The terms of this MOU shall not establish a precedent, nor shall this MOU be used to seek or justify similar terms in any subsequent situation.
7. This MOU shall be effective for the 2025-2026 school year only and shall sunset on June 30, 2026.

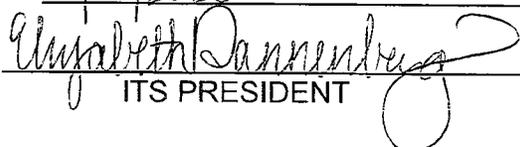
HASTINGS PUBLIC SCHOOLS - ISD 200

DATE: _____

BY: _____
FOR THE SCHOOL DISTRICT

Hastings Educational Secretaries' Association

DATE: 2/17/2026

BY: 
ITS PRESIDENT

MEMORANDUM OF UNDERSTANDING Paid Family Medical Leave (PFML)

This Memorandum of Understanding is entered into between Independent School District No. 200, Hastings, Minnesota (hereinafter referred to as the "District") and the Hastings Principals' Association (hereinafter referred to as the "Association").

Whereas, MN State PFML goes into effect beginning January 1, 2026; and

Whereas, all of the factors and the impacts of such, related to PFML, have not yet been clearly defined by the State of Minnesota; and

Until such time as the 2026-2028 Master Agreement is negotiated and ratified, the District and the Association mutually agree that it is important to define how the District will implement PFML to the best of our ability.

Be it therefore resolved that the parties mutually agree to the following:

1. Procedural

- a. PFML shall run concurrently with available leave under the Family Medical Leave Act (FMLA), the MN Parental and Pregnancy Leave Act, and other state and federal leaves if the purpose of the leave is for the same type of qualifying reason (if the individual is eligible), Sick/ESST, and other District provided leave; and
- b. Employees shall be responsible for applying for and providing required documentation through the State PFML program; and
- c. The District may require medical or other certification, in accordance with applicable laws; and

2. Notification

- a. Employees must notify the District prior to applying for PFML benefits; certification received from DEED when applying for Minnesota Paid Leave benefits must be sent to the District within 48 hours of the submission; and

3. Insurance

- a. Employees shall continue to be responsible for payment of their portion of insurance and other premiums via payroll deduction; if the employee is not receiving pay from the District, payment must be made in accordance with established District procedures for continuation of benefits; and

4. Leave Usage

- a. Leave must be used in half or whole days; and
- b. Employees shall be allowed to "top off" PFML with available sick/ESST or discretionary paid leave, to the extent that they qualify for benefits under PFML; and
- c. Total pay, including any leave "top off", shall not exceed 100% of the employee's regular wages; and

- d. An employee may "top off" PFML using Sick Leave Bank for the portions(s) of a day needed, to the extent eligible, not to exceed ten calendar/working days (not hours equivalent to ten working days); and
 - i. When PFML is occasioned by pregnancy, an employee may, to the extent eligible, "top off" PFML benefits with Sick Leave Bank days during the first six to eight weeks following childbirth, as supported by medical certification; and
- 5. Intermittent Leave
 - a. Employees may not "top off" PFML when used on an intermittent basis; and
 - i. For purposes of this MOU, intermittent shall be defined as anything less than eight consecutive days; and
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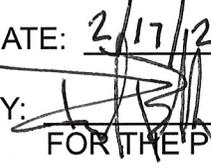
HASTINGS PUBLIC SCHOOLS - ISD 200

Hastings Principals' Association

DATE: _____

DATE: 2/17/26 _____

BY: _____

BY:  _____

FOR THE SCHOOL DISTRICT

FOR THE PRINCIPALS' ASSOCIATION