



EXECUTIVE
ORDER
NO. 98299

**BY VIRTUE OF THE AUTHORITY VESTED IN ME by the Charter of the City of
Lincoln, Nebraska:**

I hereby approve and accept on behalf of the City of Lincoln, the attached letter agreement between the Lincoln M Class Employees Association (LMCEA) and the City of Lincoln regarding tuition reimbursement. The City has agreed to provide eligible LMCEA represented employees with tuition reimbursement for the remainder of the current LMCEA collective bargaining agreement through August 31, 2025.

The City Clerk is directed to return two copies of this Executive Order and the letter of agreement to Barb McIntyre, Human Resources Director, for transmittal to the parties.

Dated this 16 day of DECEMBER, 2023.

A handwritten signature in blue ink that reads 'Leirion Gaylor Baird'.

Leirion Gaylor Baird, Mayor

Approved as to form and legality:

A handwritten signature in blue ink that appears to read 'Mary Ann'.

Assistant City Attorney

Approved:

A handwritten signature in blue ink that reads 'Barb McIntyre'.

Human Resources Director

LETTER AGREEMENT

This Letter Agreement ("Letter Agreement") is made this 13th day of December, 2023, between the Lincoln M Class Employees Association ("LMCEA") and the City of Lincoln, Nebraska ("City"), (collectively "the Parties",) for the purpose of reducing to writing the Parties' mutual agreement regarding tuition reimbursement the City will provide to eligible LMCEA-represented employees, under the terms and conditions set forth herein.

RECITALS

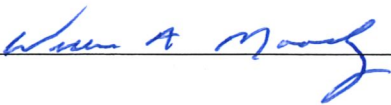
WHEREAS, the City has

1. All employees covered by this contract are eligible for tuition reimbursement at a rate of \$1,300, inclusive of lab fees, per contract year for courses offered by an accredited educational institution. Course work must be work related.
2. The following list of courses is for illustrative purposes only and not all inclusive.
 - a. Sciences (i.e. environmental studies, health, lab sciences, etc.)
 - b. Math/Accounting
 - c. English/Foreign languages
 - d. History Engineering and related courses
 - e. Criminal Justice
 - f. Public Administration/Planning
 - g. Computer Sciences/Technology
 - h. Library Sciences
 - i. Business/Marketing
 - j. Real Estate
 - k. Or courses as approved by the Department Head
3. All courses must be approved in advance by the Department Head. Department Head must reply to request within 30 days from receipt of request of approval of course; there shall be no denial based on budgetary reasons. The employee must receive a passing grade of "C" or above in the stated courses, or the employee must receive a "pass" if the course is only offered on a "pass/fail" basis. Evidence of completion with a passing grade, and proof of payment for the course, must be received in order for the employee to receive reimbursement
4. The provisions of this Memorandum of Understanding shall be attached to and incorporated as a part of the bargaining agreement between LMCEA and City of Lincoln, Nebraska that is currently in effect. The provisions of this Memorandum of Understanding shall govern to the extent there is conflict between this Memorandum of Understanding and the bargaining agreement.

SIGNATURE PAGE

This letter agreement is hereby executed by the Lincoln M Class Employees Association on this 13 day of December, 2023.

LINCOLN M CLASS EMPLOYEES ASSOCIATION



CITY OF LINCOLN, NEBRASKA
a municipal corporation



Leirion Gaylor Baird, Mayor of Lincoln