

**Memorandum of Understanding
Between
The School Board of Palm Beach County
and
The Palm Beach County Classroom Teachers Association**

**SASP 2021
STUDENT ACADEMIC SUPPORT PLAN PROGRAMS**

The School Board of Palm Beach County (the “District”) and the Palm Beach County Classroom Teachers Association (the “CTA”) (cumulatively referred to as the “Parties”) as evidenced by the respective signatures below, agree to this Memorandum of Understanding (“MOU”) related to SASP 2021 and its impact on members of the T-bargaining unit (“Employees”) as more specifically set forth herein. This MOU addresses only those programs contained within the Student Academic Support Plan as detailed below (“SASP”). All other summer school programs will operate under the provisions contained within the regular Collective Bargaining Agreement.

I. Hiring Process and Duration

- A. Due to the delay in the start of the 2020-2021 school year, the regular school year does not end until June 18, 2021. The Parties agree to publish a list of anticipated SASP vacancies no later than June 7, 2021.
- B. The Parties further agree that the Superintendent shall announce SASP appointments no later than June 17, 2021. The official appointment shall be made in writing, but may be withdrawn depending on actual enrollment and program needs.
- C. Qualified employees who have applied for SASP assignments shall be appointed before hiring any external applicants or contracted services.

II. SASP Duration

- A. The SASP program shall run from June 23, 2021 through July 22, 2021. Due to the critical need for a shortened length of this program, employees are expected to fully commit to being present during SASP by being present daily.
- B. The duty hours for **Elementary** School employees shall be from 8:30 a.m. to 2:30 p.m. The program shall be taught at the school site Monday through Thursday. These programs will not operate on Fridays.
- C. The duty hours for **Middle School** employees in the **Transition** or **Recovery** programs shall be from 7:30 a.m. to 12:30 p.m. The program shall be taught at the school site Monday through Thursday. These programs will not operate on Fridays.

- D. The duty hours for **Middle School** employees in the **Jump Start** programs shall be from 7:30 a.m. to 2:30 p.m. The program shall be taught at the school site Monday through Thursday and through virtual platforms on Fridays.
- E. The duty hours for **High School** employees in the **ESY & ESOL/Migrant or Graduation Support - Seniors Priority** programs shall be from 7:30 a.m. to 12:30 p.m. The program shall be taught at the school site Monday through Thursday. These programs will not operate on Fridays.

III. Working Conditions

- A. In accordance with Article I §B, employees who work eleven (11) or more full days in the SASP program will earn one (1) day of sick leave.
- B. Employees will have a duty-free lunch of no less than 30 minutes.
- C. In an effort to provide employees with more time to prepare for SASP, two Pre-SASP planning days are scheduled for June 23 and 24, 2021. All employees shall work on site at the designated school site during the regularly scheduled hours as listed in II B-E above. One day shall be for training and scheduled meetings, if necessary. Attendance in the Pre-SASP planning days are required as a condition of summer school employment.
- D. **Elementary, Middle School (Transition and Jump Start Programs), High School** employees in the **ESY & ESOL/Migrant School** employees shall have thirty (30) minutes of planning daily. For the Middle School employees in the Jump Start program the use of Google Classroom may be required; however, recording of lessons will be at the discretion of the employee.
- E. **Middle and High School** employees in the **Recovery Graduation Support/Seniors Priority** programs will monitor/support credit recovery. There is no planning time allotted for employees in this program; however, employees shall receive up to 15 minutes of relief time, if requested. Based upon the needs of the program, and the interest of the teachers, additional hours beyond the times listed above may be available.
- F. All employees will be expected to follow the daily schedule as established by the Principal/Director.
- G. Employees may be required to attend no more than two (2) faculty meetings during summer school initiated by the administration. Employees shall not be required to remain longer than 45 minutes at any one (1) meeting.
- H. All employees will follow the District's Scope and Sequence as applicable.
- I. Assessments will be given and delivered following the District's Scope and Sequence, as applicable.

- J. All grading will follow the current pupil progression plan which may be found at https://www.palmbeachschools.org/students_parents/student_progression-plan.
- K. It is highly recommended that employees assist and facilitate in keeping their classrooms clean and clutter-free. To the extent possible, employees will not be required to perform sanitizing duties during or between classes.

IV. Compensation

- A. SASP employees shall be paid for such temporary SASP work at his/her regular hourly rate of pay excluding any supplemental wages pursuant to the Collective Bargaining Agreement, Appendix C.
- B. Employees are encouraged to fully commit to working the entire duration of the SASP program. SASP employees who work for the entire duration of the program will receive a supplement of one thousand dollars (\$1000). Employees who are assigned to only work 1/2 of the program days will receive a supplement of five hundred dollars (\$500). Employees who are absent for more than two (2) days during SASP will not be eligible for the supplement.
- C. The supplement will be dispersed in one (1) installment, minus standard deductions, no later than August 20, 2021, for work through the last day of SASP.
- D. The allocations of the supplement will not be prorated should an employee be dismissed due to attendance issues.

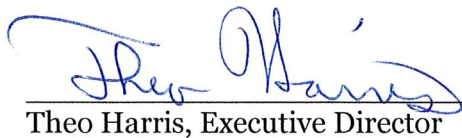
For the Palm Beach County
Classroom Teachers Association



Justin Katz, President

For the School District of Palm
Beach County, Florida

Donald E. Fennoy II, Ed.
Superintendent



Theo Harris, Executive Director

Gonzalo S. LaCava, Ed.D
Chief of Human Resources

Date: 6/2/2021

Date: _____