



## MEMORANDUM OF UNDERSTANDING

This document shall constitute a Memorandum of Understanding (MOU) between The Support Personnel Association of Lee County (SPALC) and The School District of Lee County (District) relating to Article 7 (Work Schedule), Article 10 (Compensation), and Article 14 (Transportation) of the Collective Bargaining Agreement.

The parties involved desire to enter into an agreement that allows the District to pay bus operators, bus attendants, and bus monitors based upon their route/time/mileage (RTM).

SPALC and the District have worked collaboratively to reduce the administrative cost associated with time reporting and processing of payroll, which resulted in the adoption of a payment in arrears system for employee payroll. In order to continuously improve the timely and accurate payment of employees the parties agree to amend the following language.

SPALC Contract Article 7.01(1) states that it is the mutual interest of the parties to standardize the hours of employees where practicable. The District recognizes that many employees who work fewer than six hours per day desire the opportunity to work enough hours to be eligible for health insurance coverage and is committed to assisting employees in achieving that goal. SPALC believes this to be of particular importance given the current public health emergency associated with the coronavirus (COVID-19) pandemic.

SPALC Contract Article 10.05(1) states that bus operators, bus attendants, and bus monitors are paid for actual hours worked each pay period for twenty (20) pay periods and each paycheck represents actual hours worked and documented prior to the cut-off of the previous pay period. The parties agree that effective FY22 (2021-2022 school year), bus operators, bus attendants, and bus monitors will be paid based upon their RTM. RTM includes thirty (30) minutes each day for vehicle inspections.

This change will allow the District to discuss options and interests for improving operational efficiency and reducing potential economic hardship for employees resulting from a reduction in summer school sessions due to a needed shift in academic programming that favors an increase in remote learning opportunities.

SPALC Contract Article 14.01(6)(j) states that routes may be adjusted and buses may be reassigned by Transportation after bidding is complete.

If an employee's RTM is reduced or increased, changes in payment will be effective immediately. If necessary, employees may submit requests for extra-time or overtime based upon hours worked, SPALC Contract Article 14.03 states that the standard work day for bus operators is seven



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(7) hours per day, if school is in session, and six (6) hours per day for bus attendants and bus monitors. Employees are responsible for accurately reporting time worked during a pay period within two pay periods. Payment will be issued within two pay periods once time reporting is verified by Transportation and validated by Payroll.

The parties agree to standard sick leave accruals for all bus operators, bus attendants, and bus monitors for FY22 (2021-2022 school year). The standard sick leave accrual for bus operators will be eight (8) hours per day accrued. The standard sick leave accrual for bus attendants and bus monitors will be seven and a half (7.5) hours per day accrued. No employees will receive more than the standard sick leave accrual per day accrued. Use of leave will be based upon standard sick leave accruals minus actual hours worked.

Based on implementation of this MOU, the SPALC Labor/Management Committee will prepare a recommendation for FY22 bargaining that includes revised contract language, if necessary.

This agreement will be effective upon signing and remain so until the ratification of a subsequent collective bargaining agreement.

Agreed to:

The Support Personnel Association of Lee County

  
Jamie R. Michael

President

6/2/2021  
Date

  
Elizabeth Peterson

Chief Negotiator

6/2/21  
Date

The School District of Lee County

  
Gregory K. Adkins, Ed.D.

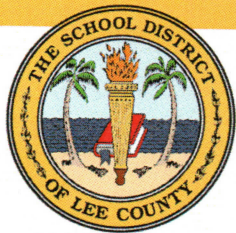
Superintendent

6/11/21  
Date

  
Angela J. Pruitt, Ph.D.

Chief Negotiator

6/17/21  
Date



# THE SCHOOL DISTRICT OF LEE COUNTY

## FY22 (2021-2022 School Year) Route/Time/Mileage (RTM) Memorandum of Understanding Board Ratification

On June 11, 2021, the MOU was signed by SPALC and the District and sent via District email to all Instructional Staff and Administrators with multiple reminders of procedures for ratification and Board approval. On October 12, 2021, and October 13, 2021, Support Staff voted to ratify the MOU with eighty-seven (87) percent voting to approve ratification of the SPALC Route/Time/Mileage (RTM) MOU.

The agreement will be effective upon signing and remain so until the ratification of a subsequent collective bargaining agreement.

This agreement, between the School District of Lee County and the Support Personnel Association of Lee County, is ratified and signed this 19<sup>th</sup> day of October, 2021.

### The Support Personnel Association of Lee County:

Jamie Michael      10-20-21  
Jamie Michael      Date  
President

Elizabeth M. Peterson      11/3/21  
Elizabeth Peterson      Date  
Chief Negotiator

### The School District of Lee County:

Debbie Jordan      10/20/21  
Debbie Jordan      Date  
School Board Chair

Rob Dodig      10/19/21  
Rob Dodig      Date  
Chief Negotiator

Kenneth A. Savage, Ed.D.      10/20/21  
Kenneth A. Savage, Ed.D.      Date  
Superintendent

APPROVED  
OCT 19 2021  
SCHOOL BOARD OF  
LEE COUNTY

**BOARD MEMBERS:** DEBBIE JORDAN, CHAIR, DISTRICT 4 | BETSY VAUGHN, VICE CHAIR, DISTRICT 6 | MARY FISCHER, DISTRICT 1  
MELISA W. GIOVANNELLI, DISTRICT 2 | CHRIS N. PATRICCA, DISTRICT 3 | GWYNETTA S. GITTENS, DISTRICT 5  
CATHLEEN O'DANIEL MORGAN, DISTRICT 7 | KENNETH A. SAVAGE, Ed.D., SUPERINTENDENT | KATHY DUPUY-BRUNO, ESQ., BOARD ATTORNEY