

**ARTICLE III – UNION RIGHTS**

**SECTION A – Implementation**

1. – 2.: SAME
3. Elected representatives of the Transportation Safe Driver Plan Committee shall be nominated and elected by employees covered by the Plan at each location ( East, West, Northwest, Central, South, and Southeast Zephyrhills ) by an election conducted jointly by the worksite supervisor and the SRP building representative. The employee who receives the plurality of the votes cast shall be declared elected.
4. – 17.: SAME

**SECTION B – Payroll Deductions: SAME**

**SECTION C – Use of Facilities: SAME**

**ARTICLE VII – WORKING CONDITIONS**

**Sections A – Q: SAME**

**Section R – Relief Bus Drivers**

1. a. – c.: SAME  
d.: Relief Bus Drivers will be allowed to reenter the selection process prior to the start of the school year in order to bid for a regular route, according to the procedures as established in the SRP Master Contract, Article VIII, Section A, paragraph 10. A Relief Bus Driver who wishes to reenter the selection process in this manner must apply in writing to the Director of Transportation on or before the last day of the Relief Bus Driver’s regular work year May 15 preceding the start of a new school year.  
e. – h.: SAME
2. : SAME

**ARTICLE VIII – LEAVES OF ABSENCE**

**SECTION A - Rules Governing: SAME**

**SECTION B – Paid Leaves**

1. 1. – 4.: SAME
5. **Vacation Leave**
  - a. – h.: SAME
  - i. Beginning July 1, 2019, SRP shall be permitted to carry forward beyond July 31st ~~June 30~~ of each year, sixty (60) days of accrued Vacation Leave.
  - j. – k.: SAME
6. – 8.: SAME

**SECTION C – Unpaid Leaves: SAME**

**ARTICLE VIII – LEAVES OF ABSENCE**

**SECTION A – Rules Governing: SAME**

**SECTION B – Paid Leaves**

1. -5.: SAME
6. **Sick Leave Bank**

A Sick Leave Bank was established prior to the 1984-1985 school year for the purpose of providing income protection to participating employees suffering personal illness or injury not otherwise compensated by the Board or Worker’s Compensation. Bargaining unit members holding Sick Leave earning positions shall be eligible to participate in this Bank after one year of employment in the District and accumulating at least one (1) four (4) days of unused Sick Leave.

  - a. Same
  - b. Same
    - i. The need must arise from the member’s own personal illness or injury. If the personal illness or injury is catastrophic, a member may receive up to one hundred (100) days. If the personal illness or injury is less than catastrophic, a member may receive up to fifty (50) thirty (30) days. In no event may a member receive more than one hundred (100) days within a twelve (12) month period from the Bank.
    - ii. Same
    - iii. Same
    - iv. Same
    - v. The member must submit an application and the statement(s) completed by a licensed physician and/or a licensed mental health professional to the Chairperson of the Sick Leave Bank Committee, or his/her designee, who will process the application and submit the member’s application and related documents to the Sick Leave Bank Committee.
    - vi. Same
  - c. – h) Same
7. -8.: SAME

**SECTION C – Unpaid Leaves: SAME**

## ARTICLE IX – SAFETY AND HEALTH

### SECTION A – Safety: SAME

### SECTION B – Workers’ Compensation: SAME

### SECTION C – Assault, Battery, or Threat Against a SRP; Disability or Death of a SRP

1. ~~In order~~ an effort to decrease minimize the potential incidents the incidences of assault and/or battery in the educational setting, SRP will be notified by the principal, or the principal’s designee, when a student with a known history of committing assault and/or battery violent behavior is placed in his/her class or on his/her bus, under their authority
2. If requested, an SRP shall be provided with training and other assistance to improve skills in classroom management, violence prevention, conflict resolution and any other related areas per Florida Statute 1003.32.
3. ~~Any case of assault, or battery upon or threat against a SRP in the performance of his/her duty shall be promptly reported by the involved SRP to the worksite supervisor. SRP who are involved in such cases shall not lose regular salary and benefits for any time lost from their duties when their presence is required before a judicial body. In case of any assault and/or battery upon, or threat against, an SRP in the course of his/her employment, the Board shall provide make available legal counsel to advise the SRP of his/her rights and obligations in with respect to such assault, battery or threat as set forth in 1003.32, Florida Statutes and to the extent that a conflict of interest would not otherwise prevent the Board’s counsel from advising the SRP, and shall promptly render assistance necessary to the SRP in connection with the handling of the incident by law enforcement and judicial authorities. Nothing contained in this section shall prohibit a SRP from contacting the proper legal authorities and filing charges against a student or person who assaulted and/or battered the SRP. No punitive action shall be taken by any administrator against any SRP who exercises his/her legal rights under this section. A representative from the District will offer to assist the SRP in pressing such charges as are appropriate.~~
  - a. In addition, any threat of personal injury or property damage made by a student toward a SRP shall be assessed through the district’s Violence Intervention Procedures for Elementary or Secondary Schools to determine the credibility of such threat. As part of the threat assessment procedures, if a SRP is the targeted victim or witness, he/she would be interviewed and input obtained regarding context of the threat. Upon completion of the threat assessment process, one of the Threat Assessment Team members will share the resolution of the threat assessment and “need-to-know” components of the safety plan to the involved SRP. When administration has been notified properly In addition, the student shall not have direct contact with the SRP during school hours or on school property until the threat assessment is concluded. and the SRP is notified of the results. The SRP will then verbally state understanding and acceptance of the assessment and that all the contributing factors and safety issues leading to the decision that have been addressed. If the threat is made by a person not under the jurisdiction of the school board, the SRP will not be required to meet with that person until the matter has been investigated and documented by the worksite supervisor and the SRP has been notified of the results of that investigation. The SRP has the right to have an administrator present at any future meetings with the person making the threat.
4. Any student found to have committed assault or battery against a SRP will be subjected to disciplinary action as provided in the Code of Student Conduct. The Board and Union understand that, in certain situations, the IDEA, 20 U.S.C. § 1401, et seq., Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, 42 U.S.C. § 1983, and any and all related federal, state and local laws and regulations will control the rights and remedies available against students with disabilities.
5. Compensation for death or disability shall be paid in accordance with the provisions of the Workers’ Compensation Law.

### SECTION D – Personal Property: SAME

### SECTION E – Liability: SAME

## ARTICLE XIII – DURATION

1. This Agreement shall remain in full force and effect until midnight, ~~June 30, 2021~~ June 30, 2022 and shall be renewed automatically from year to year thereafter unless written notice to modify or amend is given by either party at least ninety (90) days before the aforementioned expiration date. In the event such notice is given, negotiations shall commence within a reasonable time after notification.
2. During any reopening of negotiations for changes to take effect during the term of the Agreement, the existing provisions of the Agreement shall remain in full force and effect until modified sections are executed.
3. This agreement may be reopened upon request of either party if any item is affected by legislature or by mutual consent of both parties.
4. This Agreement may be reopened for the ~~2019–2020~~ 2020 - 2021 and 2021 - 2022 school years and each subsequent school year on Article XI, Addendum A, salaries, items affected by legislation, mutual consent of both parties, and all currently established Memorandums of Understanding. The Union and the Board may each select a total of three (3) additional items to reopen for negotiations.

The agreements contained herein constitute the full and complete Agreement between the Union and the Board and shall not be changed, altered, modified, or amended by either party except as provided in paragraphs 2 and 3 above.

## **MEMORANDA OF UNDERSTANDING**

### **MEMORANDUM OF UNDERSTANDING**

#### **Educational Paraprofessionals/Instructional Assistants and Other eligible SRP Career Development Program**

The Board and the Union agree to continue the program to assist Paraprofessionals / Instructional Assistants and other eligible SRP with monetary assistance for those enrolled as degree seeking students in a college of education.

The Board and the Union agree to meet during the ~~2018-2019~~ 2019-2020 school year to discuss any issues or concerns that arise as a result of this memorandum.

The program will continue provided the funding sources are available.

### **MEMORANDUM OF UNDERSTANDING**

#### **FNS Safety Apparel**

Food and Nutrition Services will continue their Program for the 2019-2020 ~~2018-2019~~ school year, regarding Safety Apparel.

#### **Shirts**

1. School-based FNS employees will receive three (3) shirts with the Zone logo for the 2019-2020 ~~2018-2019~~ school year.
2. Shirt colors will be determined by FNS.
3. School-based FNS employees must wear the issued shirts at least three (3) days per week on days designated by the FNS manager.

#### **Safety Shoes**

1. School-based FNS employees must wear safety shoes daily for work.
  - a. School-based safety shoes must have non-skid soles to prevent slips and falls.
  - b. No canvas, mesh or open toed shoes are permitted.
  - c. Safety shoes may not be tattered or torn and must be appropriate for work.
2. One \$45.00 payment will be issued per employee for the 2019-2020 ~~2018-2019~~ school year for the purchase of safety shoes. Payment will be included as a separate line item on the FNS employee's paycheck. Employees may be required to show proof that the safety shoes purchased are non-skid.

#### **Responsibility**

1. FNS will replace the shirts damaged in work-related incident(s).
2. The employee will replace the shirt if damaged outside of work.
3. It will be the employees' responsibility to keep the shirt and shoes clean and appropriate for work.
4. The District will purchase extra shirts so that the replacement cost to employees for shirts shall not exceed the District's cost.

The Board and the Union agree to begin implementation of this MOU in anticipation of ratification, and to meet during the year to resolve any issues or concerns that arise as a result of this memorandum.

### **MEMORANDUM OF UNDERSTANDING**

#### **FNS Training Compensation Proposal**

In response to the USDA guidelines mandating continuing education requirements for FNS employees the District School Board of Pasco County and the United School Employees of Pasco mutually agree to the following FNS training compensation provisions. This model will both compensate FNS employees fairly while providing an incentive to stay current with topics applicable to their job responsibilities.

#### **Mandatory Training:**

1. All FNS employees required to complete mandatory training will be paid at their regular rate of pay.
2. Mandatory training will be conducted during normal working hours.
3. The specific courses and the amount of training required will be determined by both the employee's position and amount of hours worked per day.
4. One (1) hour of instruction time equals one (1) FNS CEU (Continuing Education Unit).
5. The 2019-2020 ~~2018-2019~~ FNS Mandatory CEU Requirement is as follows:
  - a. FNS Assistants, Relief Assistants and District Office SRP's: 6 CEU's
  - b. Production Assistants (Full time and relief): 6 CEU's

#### **Voluntary Training & Bonus Program:**

1. All voluntary training will be paid at minimum wage.
2. Voluntary training will be conducted outside of the employee's normal working hours.
3. One (1) hour of instruction time equals one (1) FNS V-CEU (Voluntary Continuing Education Unit).
4. There is a Two Tier Bonus Program available for FNS employees.
  - a. Tier 1: when an employee earns a total of 20 Voluntary CEU's, they will receive a \$50 bonus.
  - b. Tier 2: when an employee earns a total of 40 Voluntary CEU's, they will receive an additional \$50 bonus.

5. FNS Management will have discretion to determine what classes will be available for credit dependent on the employee's job title and responsibilities.
6. Employees may not take the same class more than once in a two year period.
7. Payouts for the Bonus Program will be made twice annually, dates to be determined by FNS Management.
8. Bonus Tiers will reset to zero at the beginning of each fiscal year (July 1).

The language in this proposal supersedes all previous FNS training supplement agreements. However, any FNS employee who is currently receiving a supplement for any training completed prior to this proposal will continue to receive any/all supplements earned.

## **MEMORANDUM OF UNDERSTANDING**

### **Maintenance Department Shirt Program**

Effective with the 2013-2014 school year, the Maintenance Department will issue all maintenance employees five (5) work shirts to promote a professional appearance and provide a safety feature of allowing all Maintenance employees to be easily recognizable. All employees who worked during the 2018-2019 2017-2018 school year and have already been issued their five (5) work shirts will continue to wear those shirts unless they need to be replaced due to damage or normal wear. New maintenance employees will be issued five (5) work shirts.

1. All Maintenance employees must wear the issued work shirts daily while at work.
2. The color and style of the work shirts will be determined by the Maintenance Department.
3. New employees may choose to have either five (5) short-sleeved shirts, five (5) long-sleeved shirts or beginning with the 2016-2017 school year, any combination of short-sleeved shirts and long-sleeved shirts totaling five (5) shirts.

### **Responsibility**

1. Maintenance Department will replace shirts damaged in work-related incidents or normal wear with the employee's preferred sleeve length.
2. The employee will replace shirts damaged outside of work.
3. It will be the employee's responsibility to keep the shirt clean and appropriate for work.
4. The District will purchase extra shirts so that the replacement cost to employees for shirts shall not exceed the District's cost.

The Board and the Union agree to begin implementation of this MOU in anticipation of ratification, and to meet during the year to resolve any issues or concerns that may arise as a result of this memorandum.

## **MEMORANDUM OF UNDERSTANDING**

### **School Improvement Grant – Fox Hollow Elementary School**

The ~~2018-2019~~ 2019-2020 school year, will be the second third of a five-year School Improvement Grant (SIG), authorized under section 1003(g) of Title I of the Elementary and Secondary Education Act of 1965 (Title I or ESEA) awarded to Pasco County Schools for Fox Hollow Elementary School. School Improvement Grants are grants made to state educational agencies (SEAs) that SEAs use to make competitive sub-grants to local educational agencies (LEAs) that demonstrate the greatest need for the funds and the strongest commitment to use the funds to provide adequate resources in order to substantially raise the achievement of students in their lowest-performing schools. Based upon research and experience gained through the course of three SIG 1003(g) cohorts, the Florida Department of Education (FDOE) has developed the following theory of action to guide the work for SIG Cohort 4. Essential non-instructional personnel that impact kindergarten through 5th grade will also be needed to effectuate the improvements needed. Three Five basic Instructional Assistants and one ESOL Instructional Assistant will be vital in assisting in the implementation of the curriculum. Other necessary SRP include a Resource Management Associate, Secretary III, Clinic Assistant, Data Entry Operator and Bookkeeper, all to assist in the day to day operations of an extended school day.

### **Additional Work Time**

Non-instructional staff currently working 7 hours per day at FHES will work an additional thirty (30) minutes per day. Non-instructional staff currently working 7.5 hours per day at FHES will work an additional thirty (30) minutes per day. The SIG budget does not provide enough funding for overtime compensation, so no SRP shall be scheduled to work more than eight (8) hours per day using SIG funds. This additional time for Instructional Assistants will be student contact time with a focus on reading instruction as directed under the Lowest 300 Performing Elementary legislation. All other essential non-instructional staff will provide support necessary for FHES to accommodate the additional time in the workday.

### **Compensation for Additional Work Time**

The additional thirty (30) minutes per day worked in accordance with this Memorandum of Understanding will be paid at each individual SRP's hourly rate of pay. Because this time is in addition to the SRP's regular work calendar and work schedule, SRP utilizing leave will not be compensated for this additional thirty (30) minutes on days they take leave. All leave will be deducted based on the SRP's regular workday and is not inclusive of the additional time as provided by this grant.

Any additional work days associated with this grant shall be paid at each individual SRP's regular daily rate of pay. SRP's who do not attend these additional days will not be compensated for this additional work time and are not eligible to utilize accumulated leave on these days.

### **Monitoring of Grant Progress**

As a condition of continued funding of this SIG grant, the State has clearly articulated the expectation that identified schools will add additional student contact time which will be required for at least the first three years of the grant.

#### **Agreement Contingent Upon Funding and Department of Education Approval**

All funds used to implement the above provisions will come from SIG dollars, and not from general revenue sources that would otherwise be available for salary increases. Moreover, the provisions contained within this Memorandum of Understanding are contingent upon continued FDOE approval of FHES's SIG application and sufficient funding being provided through the SIG and Lowest 300 categorical dollars. Nothing in this MOU is meant to conflict with or restrict the implementation of the Lowest 300 Elementary Schools requirements at FHES.

All essential non-instructional staff included in this Memorandum of the additional thirty (30) minutes per day. This MOU serves as notice that complies with Article VII – Working Condition, Section I, (8). Should an SRP have a legitimate conflict, where the SRP is unable to comply with the additional time requirement on a regular basis, the SRP should notify the principal as soon as possible, so any viable alternatives that may exist can be explored.

#### **MEMORANDUM OF UNDERSTANDING**

##### **SRP Compensation Committee**

The Board and the Union agree that qualified SRP are essential to the success of the District and that adequate compensation is an integral factor in the recruitment and retention of SRP. With the creation of new salary ranges for all SRP job categories effective July 1, 2017, the parties agree to continue the SRP Compensation Committee to review and assess how this new compensation program is working. The Committee will also continue to study the feasibility and potential impacts regarding, but not limited to the following:

- Prorated, year-round pay
- Other payroll options
- Pay calendars and pay dates
- Crediting of experience on the salary schedules
- Levelized pay for bus drivers and transportation assistants
- Salary schedule consolidation
- Compensation for job-related training and certifications
- SRP attendance incentives
- Conducting a pay study of the entire SRP unit

The SRP Compensation Committee will be comprised of the Superintendent or his/her designee, the Union President or his/her designee, and other members mutually agreed upon by both the Superintendent and the Union President. The committee will be responsible for developing a meeting schedule, but will meet at a minimum of once per semester. All recommendations of this committee will be made to the Superintendent and Union President by May 1<sup>st</sup>.

#### **MEMORANDUM OF UNDERSTANDING**

##### **SRP Workplace Committee**

The Board and the Union agree to establish a committee to meet to identify, evaluate and recommend solutions to potential workplace concerns or issues regarding SRP.

This committee would be convened at least once per school year, or more as deemed necessary. The parties agree to meet no later than the end of the 1<sup>st</sup> semester for the 2019-2020 school year.

The composition and size of this new committee will be mutually determined by the District and the Union.

#### **MEMORANDUM OF UNDERSTANDING**

##### **SUMMER FOOD SERVICE PROGRAM (SFSP) 2019**

The District School Board of Pasco County and the United School Employees of Pasco mutually agree to the following provisions in order to implement the United States Department of Agriculture (USDA) Summer Food Service Program (SFSP) for summer 2019. This program provides meals to qualifying Extended School Year and After School Enrichment Program sites, as well as other sites hosting school and community-based summer programs and activities, and mobile feeding units. Due to the variety of programs being serviced, considerable flexibility will be required. Therefore, the parties agree to the following:

- a. Assignment to the Summer Food Service Program is voluntary.
- b. The district's Food and Nutrition Services (FNS) will provide notices relative to the SFSP dates on or about March 4, 2019.
- c. Each employee having an interest in working in the SFSP will submit his/her intent to the district's Food and Nutrition Services Department by March 17, 2019.
- d. Tentative job openings will be announced on or about March 4, 2019.
- e. Job openings will be advertised by geographical region. Applicants may select one or more regions and will be placed according to need.
- f. When it is judged that professional qualifications and ability are substantially equal among applicants for the program to be offered, SFSP seniority and prior year SFSP performance reviews shall prevail.
- g. Employment dates and times will be determined based on the site's operating days and hours.

**Program Dates:**

- a. FNS Summer Assistant: (up to 100 positions anticipated)  
Calendar: June 5 through July 31, 2019...up to 40 work days  
Training Date: Approximately 8 hours – to be held June 3, 2019. Employees will be notified of the training date and location when offers of employment are made.  
Work Day: 3 - 6 hours / day (times to vary by location and need)  
Days: Determined by location (up to 40 work days) Total Hours: Determined by need
- b. FNS Summer Assistant Site Lead: (up to 25 positions anticipated)  
Calendar: June 5 through July 31, 2019...up to 40 work days  
Training Date: Approximately 8 hours – to be held June 3, 2019. Employees will be notified of the training date and location when offers of employment are made.  
Work Day: 5-7 hours / day (times to vary by location and need)  
Days: Determined by location (up to 40 work days) Total Hours: Determined by need
- c. FNS Site Lead - Level 1: (up to 40 positions anticipated)  
Calendar: June 5 through July 31, 2019...up to 40 work days  
Training Dates: Approximately 12 hours – to be held June 3-4, 2019. Employees will be notified of the training date and location when offers of employment are made.  
Work Day: 7-8 hours / day (times to vary by location and need)  
Days: Determined by location (up to 40 work days) Total Hours: Determined by need
- d. Employees will receive pay date schedule, site-specific calendars and scheduled work hours as part of their required training.

**Job Expectations:****FNS – All Summer Employees:**

- a. Prepare, serve, and store food ensuring high standards of food quality and quantity. Utilize the most current standardized recipes as provided by the Pasco County FNS Nutrition Team and in accordance with federal, state, and local and district regulations, food safety guidelines, and Hazard Analysis Critical Control Points (HACCP) principles and procedures.
- b. Understand federal, state and local program regulations; demonstrate knowledge of meal pattern requirements; assist with identifying food ingredients for students with special needs.
- c. Coordinate food production services by recording menu items prepared, quantity of ingredients used, and leftover portions saved on the daily work production record.
- d. Coordinate with line servers to ensure continuous quantity and quality of items served.
- e. Clean and maintain food preparation areas, storage areas, kitchen equipment, and tools to maintain a clean facility.
- f. Assist management with the preparation of required reports and paperwork.
- g. Assist other staff as needed to ensure efficient operations of the cafeteria.
- h. Perform other duties as assigned.
- i. Efficiently use electronic devices such as iPod's, iPad's and Computers for recording of meal service, meal planning, production records, and/or email communication.

**FNS Summer Assistants**

- a. Transport food in district-owned vehicles, maintain appropriate valid Florida driver's license and approval in District School Board of Pasco County Safe Driver Plan (for certain positions).
- b. Serve food on the mobile feeding units, ensuring high standards of food quality and quantity (for certain positions).

**FNS Summer Assistant Site Lead**

- a. Assist in supervising, training, instructing, organizing, and delegating work to food service personnel and assume responsibility for operation of the program in the absence of the manager and other key staff members.
- b. Monitor quantity and quality of menu items to ensure food and beverage standards are maintained throughout all meal periods.

**FNS Summer Lead Level 1**

- a. Assist in supervising, training, instructing, organizing, and delegating work to food service personnel and assume responsibility for operation of the program in the absence of the manager and other key staff members.
- b. Monitor quantity and quality of menu items to ensure food and beverage standards are maintained throughout all meal periods.
- c. Operate within established financial guidelines to ensure a cost-effective program and complete all records and supporting documents in accordance with current federal, state and local regulations, including District policies and procedures.

**Summer Physical Requirements (All Employees)**

- a. Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force constantly to move objects.
- b. Frequently performing the following physical activities: bending, stooping, and pulling.
- c. Regularly performing the following physical activities: sitting, standing, walking, twisting, reaching, pushing, lifting, finger dexterity, grasping, repetitive motions, talking, hearing acuity, and visual acuity.

- d. Occasionally performing the following physical activities: climbing, balancing, kneeling, crouching, crawling, and feeling.
- e. Work environment consists of indoors and outdoors, and extreme cold temperatures.
- f. Employees may be required to operate the following machines, tools, and equipment: commercial foodservice equipment including convection ovens, steamer, steam-jacket kettle, slicer, mixer, etc.; touch-screen computer register; general office equipment including personal computers, fax machines, scanners, copiers, telephones, etc.

**Potential Reductions in Force (RIF) or Addition of FNS Summer Staff:**

Since this program is funded separately from other district programs, relies upon the accessibility of district transport vehicles, and student participation is the sole factor in determining funding, there may be a need to reduce staff at a specific worksite in order to be cost effective. If student participation exceeds anticipated enrollment, there may be a need to add staff at a specific worksite. If reductions in staff are necessary, they will be conducted by program site, led by Food and Nutrition Services, and will be based upon seniority. If reductions in staff occur, the reduced employee will be offered a position at another site within their geographical preference, if available.

**Sick Leave Accrual:**

Employees will earn one (1) day of sick leave for working every 20 scheduled work days. The time earned will equal the length of the employee’s scheduled work day, 3 - 8 hours. Should an employee complete this program and have the earned sick day remaining, that time shall be added to the employee’s regular sick leave balance for use during the regular school year.

**Pay Rate:**

- a. FNS Summer Assistants will be paid an hourly rate of \$ 10.63 for all hours worked.
- b. FNS Summer Assistant Site Lead will be paid an hourly rate of \$ 11.73 for all hours worked.
- c. FNS Summer Site Lead Level 1 will be paid an hourly rate of \$ 12.53 for all hours worked.
- d. Substitute FNS Summer Assistants for this program are subject to the same qualification requirements as the FNS Summer Assistants and will be paid at an hourly rate of \$ 10.63 for all hours worked.

**ECONOMIC PROPOSAL**

**School Related Personnel Economic Proposal 2019-2020**

Recognizing the important role that SRP play in the operation of the school district, the Superintendent, Board, and Union prioritized the providing of salary increases for SRP for the 2019-2020 school year as follows:

**1. Salaries for 2019/2020**

~~\$2,169,458~~ ~~\$3,255,611~~ ~~\$2,339,470~~ ~~\$2,606,736~~ will be provided to improve SRP compensation for the 2019-2020 school year as follows:

- I. ~~\$2,027,500~~ ~~\$2,703,334~~ ~~\$1,872,375~~ ~~\$2,057,213~~ to provide a salary increase of ~~three percent (3.0%)~~ ~~four percent (4.0%)~~ ~~three percent (3.0%)~~ ~~three and one quarter percent (3.25%)~~ of base salary to all eligible SRP, exclusive of all supplements provided the SRP earned a year of service credit for the 2018-2019 school year.
- II. The SRP Compensation Committee will again be convened to provide input in the implementation of the new salary structure, which occurred during the 2017-2018 school year. The newly created salary ranges, as opposed to the former step schedules, were integrated as part of any salary increases for the 2017-2018 school year and beyond.
- III. All supplements and differentials will continue to be paid at 2018-2019 rates except as provided in this proposal. (see Addendum E)
- IV. Should there be any deviations during implementation, the Board and the Union are authorized to correct these deviations. In addition, should the District’s budgetary status improve during the 2019-2020 school year, the Board and the Union agree to meet to examine the possibility of compensation improvement.
- V. The payment and increases shown above will be provided retroactively to July 1, 2019, for current bargaining unit members employed on the date of Board ratification. However, such increases will not be provided to bargaining unit members who left the District prior to Board ratification for any reason ~~other than retirement~~.
- VI. The District will cover the cost of additional required contributions to the Florida Retirement System. For the 2019-2020 school year, the increased contribution amount is approximately \$141,958.

**2. Salaries for 2020/2021**

~~Additional funds will be provided to improve compensation for the 2020/2021 school year as follows:~~

- I. ~~\$2,088,325~~ The District will to provide a salary increase of three percent (3%) of base salary to all eligible SRP, exclusive of all supplements provided the SRP earned a year of service credit for the 2019-2020 school year. Payment of these amount is contingent upon the District receiving at least a 3% increase to its Base Student Allocation through the 2020-2021 Florida Education Finance Program. Should the Base Student Allocation provided to the District for the 2020-2021 school year be less than 3%, this provision shall be void and the parties agree to return to the bargaining table to negotiate a replacement provision. Should the Base Student Allocation provided to the District for the 2020-2021 school year be more than 3%, both parties agree to return to the bargaining table to negotiate if and/or how this provision will be amended.

- ~~II. For the 2020-2021 school year, an additional total amount of approximately \$1,392,217 will be made available to further improve SRP salaries. The availability of these funds is contingent upon the District realizing the approximately \$15,600,000 in salary savings associated with the allocation reductions identified in its two-year salary plan by implementing an alternative scheduling model for secondary teachers. Should the total amount produced for employee salary increases through these efforts be greater or less than the total projected, the \$1,392,217 listed above shall be pro-rated up or down accordingly. Distribution of the salary funds associated with this provision shall be addressed through the 2020-2021 collective bargaining process. In the event additional funding becomes available outside of the Florida Education Finance Program (FEFP), both parties agree to return to the bargaining table to negotiate the distribution of the funds.~~
2. **Other Considerations – None** (Total of \$552,277) ~~\$467,095-\$549,523~~ for the following:
- a. ~~Instructional Assistants~~ the Board will pay \$276,684 to increase all Instructional Assistants an additional .25 cents/hour.
  - b. ~~Senior Bus Drivers~~ the Board will pay any school bus drivers with 14 or more years of District service an additional .50 cents/hour for a total of \$26,508.
  - c. ~~Occupational & Physical Therapy Assistants (OTA/PTA's)~~ the Board will pay all OTA/PTA's an additional \$1.00/hour for a total of \$16,335.
  - d. ~~Mileage Reimbursement~~ this rate will be increased from the current .38 cents/mile to .50.
  - e. ~~Pasco Service Incentive~~ the Board will pay each SRP with 10 or more years of service a \$250 bonus to recognize their dedication and commitment to the District. This would result in 931 SRP in this category (estimated) and the total paid would be \$232,750.
  - f. **\$197,188** to reclassify all Instructional Assistants ( IA, IA DHH ESE, IA ESOL, IA ILS, IA PE, IA Pre-K, IA Spec. Adult Ed. Prog.) currently on Pay Grade S04 to Pay Grade S05.
  - g. **\$187,734** to reclassify all Instructional Assistants ( IA ESE, IA DJJ) currently on Pay Grade S05 to Pay Grade S06.
  - h. **\$82,173** to reclassify all Data Entry Operators and Student System Data Entry Operators currently on Pay Grade S07 to Pay Grade S08.
  - i. **\$66,093** to reclassify all Licensed Practical Nurses currently on Pay Grade S12 to Pay Grade S14.
  - j. **\$16,335** to reclassify all Occupational Therapy Assistants and Physical Therapy Assistants currently on Pay Grade S17 to Pay Grade S18.
3. **Fingerprint Retention Fees**  
The Board will continue to pay the fingerprint retention fee for SRP, estimated to be \$25,843 for the 2019-2020 school year.
4. **Fringe Benefits**  
The Board agrees to contribute \$7,021.53 per eligible employee (an increase of \$235.65 from 2019), toward the cost of the health insurance benefit package for the 2020 insurance plan year. The Board's contribution will be used to pay those premiums associated with the fully-insured benefits contained in the health insurance benefit package, to pay all claims and administrative costs incurred and associated with the self-insured benefits contained in the health insurance benefit package, and to contribute towards the insurance reserve account for the self-insured benefits contained in the health insurance benefit package. In order to balance the insurance budget, the District Insurance Committee agreed that effective January 1, 2014, the annual \$150 per employee flexible benefit would be replaced with an annual health risk assessment incentive of up to \$250 per employee. Should there be any funds once the District has set aside funds to pay all fully insured premiums, all self-insured incurred claims, all administrative costs associated with the health insurance benefits package, and funded the insurance reserve/surplus account to the level identified by the District Insurance Committee, such funds will be placed in the insurance reserve/surplus account and applied towards the costs for the 2021 plan year. Should increases in costs for the products and services contained in the health insurance benefit package require an additional District contribution in excess of the operating dollars budgeted for the 2020 benefit year, the Board and the Union will meet to decide how to balance any such deficit. In addition, the alternative "opt-out" program shall be provided to bargaining unit members with existing coverage who do not choose one of the Board-approved health insurance plans. The amount of this "opt-out" will be \$1,200. Effective with the 2012-2013 school year, employees receiving the District's health insurance benefit package who terminate employment after working through the final day of his/her respective work calendar shall continue to receive Board contributions towards his/her health insurance benefit package through the end of August of that plan year.



**BOARD PROPOSAL**

**Job Titles and Salary Schedules 2019-2020**

**SRP Placement Guidelines 2019-2020**

Credit for related applicable experience will be granted according to the rules outlined below. In order to receive credit, all experience must be verified in writing by former employer(s) and submitted to the Office for Human Resources and Educator Quality. If the aggregate of verified outside experience results in a fractional part of a year greater than one-half (1/2), it will be counted as a year of outside experience.

Title	Pay Grade	New Pay Grade	MPL <sup>1</sup>	Experience Credit <sup>2</sup>	Eligible Supplements/Notes <sup>3</sup>
Administrative Assistant	S10		5	1 for 2	
Air Conditioning Chiller Mechanic	S15		15	1 for 1	
Air Conditioning Specialist	S13		15	1 for 1	
Behavior Assistant	S07		15	1 for 1	
Benefits Associate	S06		15	1 for 1	
Benefits Representative	S11		15	1 for 1	
Bookkeeper Secretary	S08		5	1 for 2	
Bus Driver	S09		5	1 for 2	<b>Extracurricular trip rate:</b> <del>\$13.87/hr</del> <b>\$14.32/hr</b> <b>Driver Trainer rate:</b> <del>\$17.37/hr</del> <b>\$17.93/hr</b> <b>Bus Driver Trainee</b> \$12.23/hr
Bus Parts Specialist	S10		15	1 for 1	
Classroom Assistant	S02	-	1	Level 1	
Clinic Assistant	S06		5	1 for 2	
Clinic Assistant (LPN)	<del>S12</del>	<b>S14</b>	5	1 for 2	
Computer Operator	S08		15	1 for 1	
Conservation and Recycling Ops Asst	S04		5	1 for 2	
Construction Finance Assistant	S09		15	1 for 1	
Courier	S04		5	1 for 2	
Custodian	S02		5	1 for 2	\$0.20/hour for <b>certified custodian</b> certification or \$0.40/hour for <b>master custodian</b> certification; \$1.50/hour for those designated as <b>relief custodians</b>
Data Entry Operator	<del>S07</del>	<b>S08</b>	5	1 for 2	
Department of Juvenile Justice Program Specialist	S06		5	1 for 2	
Distribution and Materials Handler	S09		5	1 for 2	
Early Childhood Programs Health Assistant	S02		5	1 for 2	
Early Head Start Caregiver	S10	-	7	1 for 1	
Early Head Start Lead Caregiver	S11	-	7	1 for 1	
Facility Service Worker	S06		15	1 for 1	
Family Services Worker	S04		5	1 for 2	
Finance Assistant	S09		15	1 for 1	
Financial Aid Assistant	S04		5	1 for 2	
Food and Nutrition Services Assistant	S03	-	5	1 for 2	
Food and Nutrition Services Associate	S06		15	1 for 1	
Food and Nutrition Services Production Assistant	S06	-	5	1 for 2	

Food and Nutrition Services Vending Technician	S13		15	1 for 1	
Group Leader	S02	-	1	Level 1	
Help Desk Technician	S08		15	1 for 1	
Home Services Worker	S08		15	1 for 1	
Home Visitor	<u>S03</u>	-	<u>1</u>	<u>Level 1</u>	
Human Capital Associate	S06		15	1 for 1	
HVAC Systems Control Technician	S15		15	1 for 1	
Instructional Assistant (Basic Education Programs & Federal and State Programs)	<del>S04</del>	<u>S05</u>	5	1 for 2	
Instructional Assistant (Deaf/Hard of Hearing) (Exceptional Student Education)	<del>S04</del>	<u>S05</u>	5	1 for 2	

Credit for related applicable experience will be granted according to the rules outlined below. In order to receive credit, all experience must be verified in writing by former employer(s) and submitted to the Office for Human Resources and Educator Quality. If the aggregate of verified outside experience results in a fractional part of a year greater than one-half (1/2), it will be counted as a year of outside experience.

Title	Pay Grade	New Pay Grade	MPL <sup>1</sup>	Experience Credit <sup>2</sup>	Eligible Supplements/Notes <sup>3</sup>
Instructional Assistant (Department of Juvenile Justice)	<del>S05</del>	<u>S06</u>	5	1 for 2	
Instructional Assistant (Eligible for Florida Educator's Certificate)	S08		5	1 for 2	Instructional Assistants or Paraprofessionals eligible for a state issued Florida Educator's Certificate at the Bachelor's level or higher will be paid according to Pay Grade S08 effective beginning the next pay period after submission of evidence of eligibility and review and approval by the Office for Human Resources and Educator Quality. All individuals who previously applied for a certificate and possess a statement of eligibility will no longer need to reapply for this statement once it expires.
Instructional Assistant (ESOL/Bilingual)	<del>S04</del>	<u>S05</u>	5	1 for 2	
Instructional Assistant (Exceptional Student Education)	<del>S05</del>	<u>S06</u>	5	1 for 2	
Instructional Assistant (Instructional Learning Systems)	<del>S04</del>	<u>S05</u>	5	1 for 2	
Instructional Assistant (Pre-Kindergarten)	<del>S04</del>	<u>S05</u>	5	1 for 2	\$0.53 per hour for a <b>Child Development Associate (CDA)</b> or equivalent
Instructional Assistant (Special Adult Education Programs)	<del>S04</del>	<u>S05</u>	5	1 for 2	
Instructional Assistant (Student Discipline)	S06		5	1 for 2	

Instructional Assistant/Bus Driver	S09		5	1 for 2	
Instructional Assistant/Paraprofessional Physical Education	<del>S04</del>	<u>S05</u>	5	1 for 2	
Interpreter for the Deaf and Hard of Hearing	S07		5	1 for 2	
Interpreter for the Deaf and Hard of Hearing (EIPA 3.3 or greater)	S16		5	1 for 2	\$7.00 per hour for attaining a score of 4 or greater on the Educational Interpreter Performance Assessment (EIPA) or obtaining national interpreter certification (NIC) by the National Registry of Interpreters for the Deaf (NRID) \$45.00/hour Additional Duty outside of regular work duties
Inventory Records Assistant	S08		15	1 for 1	
Licensed Practical Nurse	<del>S12</del>	<u>S14</u>	5	1 for 2	
Licensed Practical Nurse 245	<del>S12</del>	<u>S14</u>	5	1 for 2	
Lunchroom Monitor	S02	-	1	Level 1	
<del>Maintenance IAA</del>	S11		15	1 for 1	
<del>Maintenance IAA (Air Conditioning Shop)</del>	S16		15	1 for 1	
Maintenance Technician	S10		15	1 for 1	
Mechanic I	S15		15	1 for 1	<b>Transportation Mechanic I Tool Allowance - \$500/yr</b>
Multimedia Production Assistant	S06		15	1 for 1	
Network Technician	S12		15	1 for 1	
Occupational Therapy Assistant	<del>S17</del>	<u>S18</u>	15	1 for 1	
Onboarding Representative	S11		15	1 for 1	
Paraprofessional (Cysis)	S03		5	1 for 2	\$0.53 per hour for a <b>Child Development Associate (CDA)</b> or equivalent ( <i>which will be considered in the calculation of the Educational Supplemental Pay Plan ceiling</i> ). CDA issued and credit received through Pasco County Schools Adult Education Program does not qualify for this supplement.
Paraprofessional (Eligible for Florida Educator's Certificate)	S08		5	1 for 2	
Paraprofessional (Social Services)	S03		5	1 for 2	
Paraprofessional (Transition Assistant)	S04		10	1 for 1	
Parent Involvement Assistant	S05		5	1 for 2	
Parent Involvement Assistant 245	S05		5	1 for 2	
Physical Education Field Technician	S08		15	1 for 1	
Physical Therapy Assistant	<del>S17</del>	<u>S18</u>	15	1 for 1	
Property Control Assistant	S08		15	1 for 1	
Purchasing Associate	S06		15	1 for 1	

Records Management Assistant	S04		5	1 for 2	
Registrar	S03	-	5	1 for 2	
Registrar 245	S03	-	5	1 for 2	
Relief Bus Driver	S09		5	1 for 2	<b>Relief Bus Driver</b> \$1.00/hr <b>Extracurricular trip rate:</b> \$13.60/hr <u>\$14.32/hr</u> <b>Driver Trainer rate:</b> \$17.03/hr <u>\$17.93/hr</u>
Resource Management Associate	S06		5	1 for 2	
Secretary II	S05		5	1 for 2	
Secretary III	S03		5	1 for 2	
Senior Finance Assistant	S11		15	1 for 1	
Senior Food and Nutrition Services Associate	S11		15	1 for 1	
Senior Group Leader	S04		5	1 for 2	
Senior Testing Assistant	S08		15	1 for 1	
Social Educator	S09		5	1 for 2	
Student System Data Entry Operator	<del>S07</del>	<u>S08</u>	5	1 for 2	
Technology Services Technician	S12		15	1 for 1	<b>Tech Services Certification: \$1.00/hr</b> for those who are certified to complete warranty repair work for which the company and the District have a warranty program agreement
Testing Assistant	S04		5	1 for 2	
Transportation Assistant	S02		5	1 for 2	
Transportation Communications Technician	S12		15	1 for 1	<b>Transportation Mechanic I Tool Allowance</b> - \$500/yr
Transportation Maintenance Assistant	S05		5	1 for 2	
Water and Sewer Plant Operator	S08		15	1 for 1	

<sup>1</sup> **MPL (Maximum Placement Level)** - Credit for related experience shall not exceed the level (MPL) indicated

<sup>2</sup> **Experience Credit** - Credit for related experience will be granted on the basis of: (a) 1 level for every 1 year of related experience (**1 for 1**); (b) 1 level for every 2 years of related experience (**1 for 2**); or (c) at level 1 for all employees (**Level 1**)

<sup>3</sup> For payment of supplements for certifications and/or licenses, proof of certification or license must be submitted to the Office for Human Resources and Educator Quality (HREQ) along with the appropriate form. Payment will begin at the start of the pay period following submission of evidence of certification/license and review and approval by HREQ.

**Additional Considerations:**

**Bus Drivers/Relief Bus Drivers:**

(a) Bus Drivers and Relief Bus Drivers selected to function as **Bus Driver Trainers** will be paid \$17.37/hr, exclusive of supplements.

(b) Bus Drivers and Relief Bus Drivers will be paid \$13.87/hr for **extra-curricular trips**, exclusive of supplements.

**Additional Considerations:**

**Instructional Assistants/Paraprofessionals:**

The Director of Student Support Programs and Services may determine that certain programs require an Instructional Assistant or Paraprofessional to be a Licensed Practical Nurse because of the nature of the students being served. When this occurs, the Instructional Assistant or Paraprofessional will be paid from salary schedule S08.

**Interpreter for the DHH**

Interpreters for the Deaf and Hard of Hearing who have obtained national interpreter certification (NIC) by the National Registry of Interpreters for the Deaf (NRID) or earned a 4.0 or higher on the Educational Interpreter Performance Assessment (EIPA) shall receive \$45.00 per hour, or time and a half, whichever is greater, for any additional duty outside of their normal work duties, that they accept.

**~~Maintenance Technician, Maintenance IAA:~~**

~~If deemed necessary, the Director of Facilities and Maintenance Services may recommend placement beyond the maximum level indicated but at a rate no higher than any current employees with similar experience and credentials.~~