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

Elizabeth Peterson
Chief Negotiator

The School District of Lee County

Gregory K. Adkins, Ed.D.  
Superintendent

Angela J. Pruitt, Ph.D.  
Chief Negotiator