

MEMORANDUM OF UNDERSTANDING
between
ESCAMBIA COUNTY PUBLIC SCHOOLS
and the
ESCAMBIA EDUCATION ASSOCIATION
CLASS COVERAGE POLICIES AND PROCEDURES

WHEREAS, the School Board of Escambia County (hereinafter referred to as "the School Board") and the Escambia Education Association (hereinafter referred to as "the Association") acknowledge the significant scarcity of available substitute teachers;

WHEREAS, it is imperative to address the challenges posed by lack of substitutes to cover regular classes, specials areas classes, and temporary assigned students to classes ensure uninterrupted educational services;

WHEREAS, the parties recognize the need for a temporary solution to mitigate the current shortage of qualified personnel;

THEREFORE, the School Board and the Association hereby enter into the following professional agreement, effective until the conclusion of the 2023-2024 academic year:

Retroactive Coverage:

Any classes covered prior to this agreement are retroactive to the start of the 2023-2024 academic year.

Volunteer Request:

In the event of an emergency or when a substitute has been requested but there is an insufficient number of substitutes available at the school, the principal shall ask for volunteers who would be willing to give up their planning period to cover for an absent teacher, or to take on additional students when a teacher is absent. Principals are encouraged to have a list of applicable instructional volunteers prior to emergencies. If none of the volunteers are available, then non-volunteers that fall under the classification of instructional personnel who qualify for split class pay may be used. No other personnel shall be used unless classified as administrative personnel.

Voluntary Rotation:

The principal shall rotate the assignments of class coverage among those teachers who have volunteered.

Assignment Authority:

If no volunteers are available, the principal shall assign teachers on a rotating basis whenever possible, to substitute during their planning period or to take on additional students.

Compensation for Secondary Teachers:

If secondary teachers forfeit or give up their planning period to fill in for an absent teacher, they will receive compensation at their regular hourly pay rate, based on the amount of planning time lost. The hourly rate will be rounded to the nearest fifteen (15) minute increment. For instance, if a teacher's planning period is sacrificed to cover 50 minutes of class, they will be remunerated for the entire hour.

Compensation for Primary Teachers:

Elementary teachers responsible for supervising and including additional students for at least half of the day will be granted a daily stipend of \$50.

Compensation for Specials Area Teachers:

Special areas teachers will be granted split class pay or hourly pay for class coverage based on whichever is most appropriate for their given situation. Example: A primary physical education teacher may cover for a media specialist who was out and only for an hour, therefore the hourly rate is most appropriate.

Temporarily Assigned Students:

Any teachers that are assigned students to their rosters on a temporary basis will be given a split class pay for the duration of the temporary assignment. A temporary assignment would be any students that are assigned to a teacher for any reason so long that it does not exceed three (3) months.

Eligibility:

Any instructional staff given students who are not otherwise on their roster and/or temporarily assigned to their roster for three months or less shall be eligible for class coverage pay as outlined within the memorandum of understanding. This includes instructional staff who otherwise would not have students such as deans, counselors, etc.

_____	_____
Darzell Warren, President	Paul Fetsko, Board Chair
_____	_____
Nick Mrozowski, Escambia FEA Service Unit Director	Keith Leonard, Superintendent

Caroline Gray, Chief Negotiator	