

2014-15 Memorandums of Understanding (MOUs)
Regarding the ESP Bargaining Unit
Between Hillsborough County Public Schools (HCPS) and the
Hillsborough Classroom Teachers Association (HCTA)
Complete Document for Ratification



MEMORANDUM of UNDERSTANDING

Identification of Paraprofessional Pool Categories

Hillsborough County Public Schools and Hillsborough Classroom Teachers Association agree to the following pool categories for all paraprofessionals within the HCTA bargaining unit.

Group B

ATOSS Aide Dropout Prevention Aide Exceptional Student Education Aide* ILAP Aide* Kindergarten Aide* Parent Liaison Aide PEP/LIFT Aide* Social Service Aide Social Worker Aide* Speech Aide	Speech Records Aide Support Services Aide* SWP Aide* Teacher Aide-Adult Teen Parent Aide Title I Aide Tutor Companion Aide* Visually Handicapped Aide* Vocational Aide Work Evaluator Aide/VOC. I.A. Aide*
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Group O

(Separate pool for each job title listed below – No Grouping)

Advanced Kindergarten Para Alternative Education Aide Assistant Teacher Attendant, ESE* Attendant, Bus Rider	Health Assistant Health Transportation Aide, Headstart Hearing Technician IEP Assistant Kindergarten Assistant	Physical Therapist Assistant Pre-K Aide SED Aide* SLH Interpreter Aide SLH Interpreter
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Bilingual Int BD Lvl Translator
Bilingual Aide
Braille Specialist
Computer Lab Aide
ECLC Aide
ECLC Instructor
EELP Attendant*
Headstart Aide
Headstart Instructor

LPN
Occupational Therapist Assistant, Certified
One-on-One Aides*
One-on-One Attendants*
Paraprofessional
Paraprofessional 1, ESE
Paraprofessional 2, ESE
Paraprofessional 3, ESE
PH Attendant*

Speech Language Assistant*
SPMH Aide*
SPMH Attendant*
TMH Aide*
TMH Attendant*
Unique Needs Aide*
Unique Needs Attendant*
Visually Handicapped Aide*
Vocational Placement Advisors

**Inactive*

Mark West
Chief Negotiator
School District of Hillsborough County

Date

Stephanie Baxter-Jenkins
Chief Negotiator
Hillsborough Classroom Teachers Association

Date

DRAFT for RATIFICATION

MEMORANDUM of UNDERSTANDING
Paraprofessional 1 (Job Code 50157)
Increase in Work Day and Work Year, 2014-2015

Hillsborough County Public Schools and Hillsborough Classroom Teachers Association agree to increase the length of work year for all Paraprofessional 1s from 191 to 196 days, and their scheduled work day from 7 hours per day, not including a non-paid lunch, to 7.50 hours per day, including a paid lunch.

The above changes mirror the current workday and year of Paraprofessional 2s and 3s, and will provide the opportunity for Paraprofessional 1s to participate in cohesive in-service/training sessions in conjunction with Paraprofessional 2s and 3s.

Inclusive of the above, HCPS and HCTA agree the following language related to workday, lunch, and breaks, shall be changed:

- 9.2.3 The work day for ~~full-time~~ permanent ESE Paraprofessionals (Paraprofessional 1,2,3), IEP Assistants, Assistant Teachers, and Aides, shall be seven hours and thirty minutes including thirty-minutes duty-free, paid lunch. ESE Paraprofessionals, IEP Assistants, Assistant Teachers, and Aides are not entitled to scheduled breaks.
- 9.2.4 ~~The work day for Instructors, IEP Assistants, and Assistant Teachers shall be seven hours and thirty minutes including thirty minutes, duty-free, paid lunch. Instructors, IEP Assistants, and Assistant Teachers are not entitled to breaks.~~
- 9.2.54 ~~The work day for ESE Attendants employed before July 29, 1991, shall be seven and one-half hours excluding their non-paid lunch period. The work day for ESE Attendants employed after July 29, 1991, shall be seven hours excluding their non-paid lunch period. The work day for ESE Attendant Riders~~ Bus Rider Attendants shall be a guaranteed minimum of ~~five~~ six hours excluding their non-paid lunch period. Required work time beyond the ~~five~~ six hour minimum shall also be paid.
- 9.2.65 The work day for Hearing Technicians shall be seven and one-half hours excluding their non-paid lunch period. Hearing Technicians shall receive two 15-minute breaks.
- 9.2.76 The work day for Physical Therapy Assistants, Health Assistants, LPNs and Occupational Therapy Assistants shall be eight hours including their paid lunch period.
- 9.2.87 The work day for non-ESE Paraprofessionals and Vocational Placement Advisors shall be eight hours excluding their non-paid lunch period. Non-ESE Paraprofessionals and Vocational Placement Advisors shall receive two 15-minute breaks.



MEMORANDUM of UNDERSTANDING

Group Health Insurance Benefits for “Domestic Partner” Definition of “Domestic Partner”

Hillsborough County Public Schools and Hillsborough Classroom Teachers Association agree the following criteria shall define “domestic partner” as it relates to consideration for coverage under group health insurance benefits.

Domestic partners (unrelated, same-sex individuals in an exclusive, committed relationship who reside in the same household, are financially interdependent, and continue to maintain such arrangement with Hillsborough County Public Schools (HCPS) employees) are eligible for medical, dental, and vision benefits through the HCPS Health Insurance Program, provided the required documentation (as explained in the attached document) is submitted timely and approved. The employee must be enrolled in a health plan under the HCPS Health Insurance Program and the domestic partner must be at least 19 years of age and mentally competent to sign a contract. Neither partner may be married to or be in a domestic partnership with anyone else for twelve (12) months prior to the time of enrollment or while covered under the HCPS Health Insurance Program. If either partner marries or enters a domestic partnership with another person at any time after the enrollment, the domestic partner’s coverage must be terminated; the employee may not apply for domestic partner coverage for twelve (12) months following that termination.

Domestic partners enrolled are subject to the same conditions, deductibles, copays, coinsurance, etc. as any other dependent. However, dependent children of the domestic partner cannot be added to the member’s coverage unless the member has legally adopted or obtained legal guardianship of the children. Under current law, domestic partners are not eligible for COBRA and may not participate in Flexible Spending Accounts (FSAs) through HCPS.

Mark West
Chief Negotiator
School District of Hillsborough County

Date

Stephanie Baxter-Jenkins
Chief Negotiator
Hillsborough Classroom Teachers Association

Date

MEMORANDUM of UNDERSTANDING Renaissance Schools and Related Payments

Hillsborough County Public Schools and Hillsborough Classroom Teachers Association agree to the following teacher contract language changes regarding Renaissance Schools and related salary differentials:

21.4.7 Highly qualified teachers, as defined by state and federal statute, who teach in Renaissance Schools, shall be eligible for a salary differential. Eligibility shall be determined by an effective or higher evaluation rating and certification for assignment. The flat amount of the differential pay will be determined annually based on available funds. The differential for the 2014-15 school year shall be as follows:

Instructional Employees with 0-1 year of Experience: \$1,000
Instructional Employees with 2-10 years of Experience: \$2,300
Instruction Employees with 11 or more years of Experience: \$3,600
Eligible Paraprofessional Employees: \$750

To be considered for Renaissance status, a school must, at a minimum, have 90% (Elementary), 85% (Middle), 75% (High) of its students eligible for free/reduced lunch. As a result of financial constraints, the Renaissance program will be capped at 50 schools. The General Director of Federal Programs, in conjunction with the Superintendent and the Union, will make determinations each year, prior to Spring transfer period, as to which schools will be in the Renaissance program. If finances permit, The General Director of Federal Programs, in conjunction with the Superintendent and the Union, may suggest additional schools be in the program on a year to year basis.

~~as defined by percent of students on free and reduced lunch (Elementary – 90% or above; Middle – 85% or above; High – 75% or above) shall be paid a salary differential of 5% of their base salary with one or more years of verified teaching experience; or 2% of their base salary with no prior teaching experience. Tier 2 salary differential pay will be paid to all eligible instructional personnel at schools that meet prior year school performance goals. Tier 2 pay will be a flat amount to be multiplied by the percentage of their assignment at an eligible school during the prior year. The amount of the Tier 2 pay will be determined annually based on available funding.~~

21.4.8 NBCTs who teach in Renaissance Schools shall receive an additional salary differential of \$4500 subject to negotiations between the School District of Hillsborough County and the Hillsborough Classroom Teachers Association.

[A peer or a mentor who returns to a Renaissance school immediately following their service as a peer or mentor will be eligible for an additional one-time differential payment of \\$2,500.](#)

Mark West
Chief Negotiator
School District of Hillsborough County

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Stephanie Baxter-Jenkins
Chief Negotiator
Hillsborough Classroom Teachers Association

Date

DRAFT for RATIFICATION



MEMORANDUM of UNDERSTANDING Bus Rider Attendants

Hillsborough County Public School and Hillsborough Classroom Teachers Association agree to the following items:

1. Pursuant to Section 6.1.11 of the ESP Contract, standard uniforms shall be issued to all Bus Attendants required by the Board to wear uniforms. The annual allotment of uniforms shall consist of ten (10) pieces of the employee's choice per year. Uniforms will be purchased for an employee upon the completion of the six (6) month probationary period.
2. With regard to disciplinary action, when a recording is removed or downloaded from a school bus and/or SDHC vehicle for the purpose of, or as part of, an administrative or disciplinary investigation of an employee's conduct or performance, the employee must be given the opportunity to review the recording prior to use by the district personnel who are conducting the investigation. At the meeting where the data is reviewed, if requested by the employee, his/her Union representative may be present. This section will not limit the District's use of the recording for any purpose, including but not limited to the review of student conduct, monitoring of employee conduct and investigations conducted by any entity other than the District. Nothing in this section will impede or affect the ability or obligation of the District to comply with any law or regulation requiring production of public or student records.

Mark West _____ Date
Chief Negotiator
School District of Hillsborough County

Stephanie Baxter-Jenkins _____ Date
Chief Negotiator
Hillsborough Classroom Teachers Association