

MEMORANDUM OF UNDERSTANDING (“MOU”)  
BETWEEN HILLSBOROUGH COUNTY PUBLIC SCHOOLS  
AND THE HILLSBOROUGH CLASSROOM TEACHERS ASSOCIATION

This MOU is made on this 2<sup>nd</sup> day of September 2021, by and between the Hillsborough County Public Schools (“HCPS” or the “District”) and the Hillsborough Classroom Teachers Association (“HCTA” or the “Union”) representing the Instructional Bargaining Unit (Instructional) and Education Support Professionals Bargaining Unit (ESP), hereinafter collectively referred to as “the Parties.”

WHEREAS, the global Coronavirus pandemic (“COVID-19” or “pandemic”) has forced changes in the manner that teachers deliver, and students receive, their education.

WHEREAS, the health, safety and wellbeing of our students and employees is of paramount importance, and our decision making must be consistent with CDC, state and local guidelines and the local COVID-19 Conditions.

NOW, THEREFORE, the Parties mutually agree on best practices and safety procedures for the operation of HCPS schools as follows:

*The above recitals are hereby adopted and incorporated in this section as if fully set forth herein.*

1. Every effort will be made to secure a substitute teacher for an absent teacher. When it is necessary to assign a teacher coverage duty during their planning period, the teacher may choose to be compensated either by compensatory time or a negotiated rate of \$20 for the day. These involuntary assignments shall be made on a rotating basis to include all instructional personnel.
2. Student dispersal should be a last resort and preference classes with greater than average space or lower than average student enrollment and/or teachers who volunteer. Elementary and Secondary teachers who absorb students from an absent teacher’s class will be granted compensatory time or may elect to be paid \$20 per day in lieu of comp time. An employee that both covers a class and receives dispersed students in a day is only eligible for one \$20 payment for the day.
3. Resource and non-classroom instructional personnel assigned to substitute for the day shall earn 2 hours of comp time for the day or may elect to receive \$20 per day in lieu of comp time.

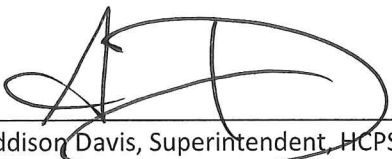
Due to the emergency coverage needs at sites during COVID, resource and non-classroom instructional personnel may be needed to substitute more frequently. These assignments should be distributed equitably among all resource and non-classroom instructional personnel at the site.

4. District Resource Teachers (DRTs) may be assigned at school sites to support the continued learning needs of students and to provide adequate student coverage and supervision due to COVID quarantines and isolations.
5. The Parties understand and acknowledge that additional COVID agreements may be necessary as we learn additional information and transition through this unprecedented time.
6. This MOU may not be amended except by a written agreement signed by the Parties.

**Duration**

This Memorandum shall commence effective on September 7, 2021, does not provide retroactive actions, and shall remain in place until ~~December 17, 2021~~ ~~March 25, 2022~~ ~~May 27, 2022~~. The agreement can be extended by mutual agreement of the parties in writing.

**Executed on the date as signed below.**

  
\_\_\_\_\_  
Addison Davis, Superintendent, HCPS

3/21/22  
Date

  
\_\_\_\_\_  
Rob Kriete, President, HCTA

3-10-22  
Date

  
\_\_\_\_\_  
Paula Haggerty, Interim Executive Director  
HCTA

3-10-2022  
Date