

SETTLEMENT AGREEMENT
BETWEEN THE
LEON COUNTY SCHOOL DISTRICT
LEON CLASSROOM TEACHERS ASSOCIATION

This settlement is agreed upon to resolve the Teacher/Student Contact Time Step 2 Grievance filed with the Labor and Employee Relations Office on November 3, 2020.

We agree to the following:

- **Standard Number of Comp Time Days**
- All instructional staff employees shall receive no less than 12 days of compensatory time (which shall be pro-rated to and not exceed a 7.5 hour day) for the 2020-2021 school year, with exception of hourly personnel. All comp time amounts earned as of this school year retroactive to August 17, 2020 will count towards the 12 days. Employees' approved earned compensatory time shall be carried forward from one year to the next and carries to another school if an instructional staff member transfers. It is recommended that employees use compensatory time prior to sick leave. The unused comp time for this settlement will be permitted to roll over for the next **five** fiscal years (2021-2022, 2022-2023, and 2023-2024, 2024-2025, 2025-2026). All CBA sick and personal leave for the 2020-2021 school year shall be retroactively converted to compensatory time. There shall be no limit to retroactively applied compensatory time from the date of this agreement.

Teachers may use up to four (4) compensatory days per year beginning July 1, 2021. The use of compensatory time can be used as sick or personal leave. Every effort will be made to approve such time as requested by the instructional staff. Unused compensatory time will not be paid out for any reason upon separation of employment with the District and will be removed from the Skyward System when a break in service occurs. Comp time earned after the 2020 – 2021 school year shall be accrued and used according to the Collective Bargaining Agreement.

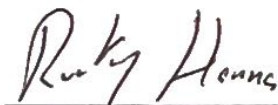
Except in the case of unexpected illness where the employee must be absent prior to receiving such approval, an employee's request for **compensatory time** as sick leave shall be submitted to the principal/site administrator or designee at least two (2) days prior to the proposed beginning date of the leave and approved prior to the leave being taken. When prior approval cannot be obtained due to unexpected illness, the employee shall notify the principal/site administrator or designee of his/her absence as soon as possible but not later than one hour and thirty (30) minutes prior to the beginning of the employee's workday except where unusual and compelling circumstances warrant a shorter period of notice. The employee shall submit the required leave form, to be provided by the site administrator or designee, within three (3) days following the employee's return from such leave (or sooner if necessitated by a payroll deadline).

A request for compensatory leave for personal use need not be granted when fifteen (15) percent or more of the total number of instructional employees in a cost center or similar unit (but no less than one employee) have been authorized to be absent, or would be authorized to be absent as a result of granting such a request, on the day(s) that the personal leave is requested. In applying this provision, leave requests that have already been approved shall ordinarily take priority over those submitted at a later date.

- **For All Hourly Employees**

Hourly employees are compensated on an hour-by-hour basis for scheduled work. All hourly employees shall notify their supervisor when they are required to work beyond their scheduled work day in order to be appropriately compensated.

The terms in this settlement agreement are not intended to abrogate the parties responsibilities under the existing collective bargaining agreement and will expire on the sunset of July 1, 2026.



Rocky Hanna
Superintendent

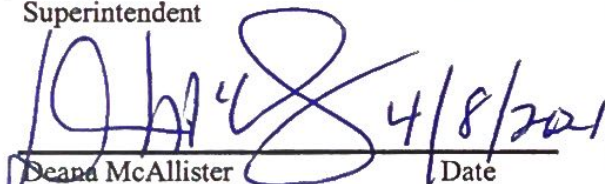
4/8/2021

Date



Scott Mazur,
President LCTA

Date



Deana McAllister
Assistant Superintendent

4/8/2021

Date



Mike Dale
Bargaining Chair, LCTA

Date

MEMORANDUM OF AGREEMENT

Between the

LEON COUNTY SCHOOL DISTRICT

And the

LEON CLASSROOM TEACHERS ASSOCIATION

Both parties acknowledge that the COVID-19 Pandemic has affected all aspects of the District.

Therefore, the District has agreed to support teachers by providing funding, at each school site that has identified a need, for a staff member to be selected and to act as its Canvas Technology Specialist.

Whereas the parties agree that for the 2020 – 2021 School year, Leon County Schools has agreed to pay a \$1,200.00 supplement from allocated funds provided by/through the CARES Act Grant for a site based CANVAS Specialist.

Leon County Schools agrees, as funds are available, to support sites who have identified the need for a CANVAS Specialist.

This Memorandum of Agreement shall expire June 30, 2021.



Rocky Hanna
Superintendent

4/8/2021

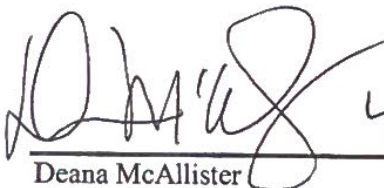
Date



Scott Mazur
President, LCTA

4/8/2021

Date



Deana McAllister
Assistant Superintendent

4/8/21

Date



Mike Dale
Bargaining Chair, LCTA

April 8, 2021

Date

Memorandum of Understanding

Leon County Public Schools & Leon County Classroom Teachers Association

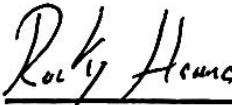
COVID-19 Employee Leave

The Superintendent has not closed our schools. For over a year, we have been working together to deliver educational opportunities to students during this unusual crisis/pandemic. The Leon County School Board is most appreciative of all employees in our three bargaining units and we appreciate all of our employees' understanding patience and flexibility during this unprecedented time. We are proud to show our community what it means to work for Leon County Schools. Therefore, Leon County Schools is providing COVID Administrative leave to employees beginning April 1, 2021 and ending June 30, 2021.

Employees may only request COVID Administrative leave if he/she is unable to work or telework due to COVID-19 related issues. All current employees who fit into one of five categories referenced in the attached document, may be eligible for up to 80 hours (and will not receive more than 80 hours) of paid COVID Administrative leave if they did not use the full 80 hours under the Families First Coronavirus Response Act. Employees requesting more than two weeks leave due to the closure of their son or daughter's school or daycare must have been employed by the District at least 30 days prior to receiving the initial leave.

The required form is attached

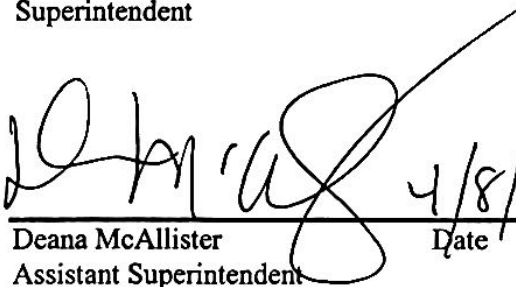
This MOU will sunset on June 30, 2021.

 4/8/2021

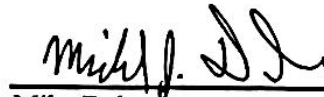
Rocky Hanna
Superintendent Date

 4/8/2021

Scott Mazur,
President LCTA Date

 4/8/21

Deana McAllister
Assistant Superintendent Date

 April 8, 2021

Mike Dale
Bargaining Chair, LCTA Date