

MEMORANDUM OF AGREEMENT
BETWEEN
THE SUMTER COUNTY ESSENTIAL SUPPORT PERSONNEL
AND
THE SUMTER COUNTY SCHOOL BOARD

The parties agree to the following:

1. **Delete Appendix 3 Classified Salary Schedule, Assignment of Pay Grade E.**
Paraprofessional Increment and place the ten cents per hour referenced in this deleted section onto the salary line for paraprofessionals in the SCESP Annual Salary Schedule, effective July 1, 2017. Salary correction would be made to paraprofessionals affected under this deleted section for school years 2015-16 and 2016-17.
2. **Article XXIX Sick Leave Bank D. 3 b.**
No member shall be eligible to use the bank until s/he has exhausted all accumulated sick leave on record.
3. **Article II Definitions**
WORK WEEK: A five (5) day period, designated to begin at 12:01 a.m. on ~~Wednesday~~ Sunday and ending on ~~Tuesday~~ Saturday the following week at 12:00 midnight. The normal workdays will be ~~Wednesday, Thursday, Friday~~ Monday, Tuesday, Wednesday, Thursday, and Friday.

Article XII Work Year/Week/Day B. Work Schedules

2. The normal work week for all bargaining unit members is ~~Wednesday through Tuesday~~ Sunday through Saturday.

Appendix 3 Classified Salary Schedule Overtime Pay or Compensatory Time

3. & 4. Employees who are directed by their immediate supervisor may be required to work more than forty (40) hours per week in cases of emergency. A work week is defined as beginning at 12:01 a.m. ~~Wednesday~~ Sunday through ~~Tuesday~~ Saturday at 12:00 midnight at the following week with the normal work days being Monday through

Friday. In the event employees are required to work more than forty (40) hours in a work week, the rate of pay or compensatory time for hours over forty (40) shall be computed at 1 1/2 times regular rate. Prior to commencing overtime work, the employee must have written authorization from the immediate supervisor. Forty hour work week employees called in for work on weekends, paid holidays, or unpaid holidays denoted on the adopted calendar will be awarded 1 ½ time compensatory time. Compensatory pay shall be awarded at the discretion of the supervisor.

5. Article XXII Working Conditions J. Additional Working Conditions for Paraprofessionals J.

When there is a bus aide position opening, the supervisor will consider the applicants' seniority among other criteria for selection, including level and type training received, satisfactory performance and needs of the students to be served.

6. Article VII Employee Rights

E. When an employee is required to appear before any administrator or supervisor, Board, or any committee or member thereof concerning any matter which could adversely affect the continuation of that employee's position, employment, or the salary or any increments pertaining thereto, the employee shall be given prior notice of the reasons for such meeting or interview and shall be entitled to have a representative(s) of the Association present to advise and represent such employee during such meeting or interview. Any suspension of any employee pending charges shall be with pay. Should the meeting be a disciplinary meeting or investigation conducted by district/ Human Resource Dept. administrators, the employee will have the opportunity to be represented by a trained Association representative of their choice; however, the meeting must be conducted within a reasonable timeframe.

For the Sumter County Essential Support Personnel



06.19.17

Kevin Oliveira, Executive Director

Date

For the Sumter County School Board



6/19/17

Hannah M. Foster, Chief Negotiator

Date