

# MINUTES

## OESPA CBLT

RBELC, Conference Room A

July 21, 2022

### In Attendance

|                    |          |                        |          |                     |          |
|--------------------|----------|------------------------|----------|---------------------|----------|
| Yolanda Anderson   | OESPA    | Temika Hampton         | OESPA    | Christina Pretorius | OESPA    |
| LeighAnn Blackmore | District | Stephanie Heron        | District | James Preusser      | District |
| Robin Bolden       | OESPA    | Ernest Jean-Baptiste   | District | Michelle Stile      | OESPA    |
| Lindsey Bowlin     | District | Glarsnell Jean-Charles | OESPA    | Laura Suprenard     | District |
| Beth Curran        | District | Scott Lindsey          | District | Helen Tyree         | OESPA    |
| Warren Davis       | OESPA    | Ron Pollard            | OESPA    | Julio Vazquez       | OESPA    |
| Jennifer Fowler    | District | Sophia Pollard         | OESPA    |                     |          |

### Additional Attendees/Guests

|               |          |               |          |  |
|---------------|----------|---------------|----------|--|
| Judith Padres | District | Lisa Shrestha | District |  |
|---------------|----------|---------------|----------|--|

### District Presentation

District

The District presented proposals addressing an amended bonus for 2021-22, a bonus for employees employed on or before May 28, 2021, a sign-on bonus for select positions, an amended health insurance proposal, Transportation Perfect Attendance bonus, job titles revisions, a letter of understanding regarding the Transportation routing process, a letter of understanding regarding wage increases, a counter proposal to OESPA's proposal on the route bid process, and a counter proposal to OESPA's proposal on additional hours specific to transportation. (See Appendices A through J)

### CAUCUS

District/OESPA

The parties took a caucus.

### OESPA Proposals

OESPA

OESPA presented proposals addressing "other duties as assigned" and adding the Juneteenth holiday to the holidays provided to 12-month education support employees. (See Appendices K and L)

The District shared that the school calendars through 2022-23 are already approved; however, the District was open to further discussion before new calendars are approved.

OESPA also presented a counter proposal to the District's proposal for a Transportation Perfect Attendance Bonus. (See Appendix M)

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#### District Response to OESPA Proposals

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District

The District presented counter proposals to OESPA's counter to the District's Transportation Perfect Attendance Bonus proposal. In addition, the District presented a counter proposal to OESPA's proposal regarding other duties. (See Appendix N and O)

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#### Next Meeting

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District/OESPA

The parties agreed to the next meeting on July 30, 2021, from 9:00 AM to 5:00 PM.

# Appendix A

**DISTRICT PROPOSAL #1 -- AMENDED**  
**Bonus for Current Employees**  
**July 21, 2021**

**Bonus for Current Employees**

The Orange Education Support Professionals Association, the Orange County School Board and the Superintendent recognize and value the work performed by the classified employees of Orange County Public Schools and wish to demonstrate their appreciation by awarding classified personnel with a one-time bonus in the amount of \$2,500 per classified employee.

This \$2,500 bonus will be distributed to all eligible, classified personnel hired in benefited positions on or before October 8, 2021. All eligible, classified personnel must have an active employment status on the date the bonus is paid. Those employees who retire between the date of execution of the Memorandum of Understanding and date of payout who otherwise are eligible to receive the bonus will be included.

The supplement is scheduled to be paid in two (2) equal installments: \$1,250 in the October 27, 2021, or November 3, 2021 check and \$1,250 in the January 19, 2022, or January 26, 2022, check, depending on the employee's payroll cycle.

# Appendix B

**DISTRICT PROPOSAL #2**  
**Bonus for Classified Employees**  
**July 9, 2021**

**Bonus for Classified Employees**

The Orange Education Support Professionals Association, the Orange County School Board and the Superintendent recognize and value the work performed by the classified employees of Orange County Public Schools and wish to demonstrate their appreciation by awarding classified personnel with a one-time bonus in the amount of \$1,000 per classified employee.

Governor Ron DeSantis and the Florida Legislature provided a \$1,000 bonus for full-time classroom teachers. This bonus excludes our valued classified employees and we wish to recognize them as well.

This \$1,000 bonus will be distributed to all classified personnel hired in benefited positions on or before May 28, 2021. All eligible, classified personnel must have an active employment status on the date the bonus is paid. Those employees who retire between the date of execution of the Memorandum of Understanding and date of payout who otherwise are eligible to receive the bonus will be included.

# Appendix C

**DISTRICT PROPOSAL #3**  
**Sign-On Bonus for Select Positions**  
**July 9, 2021**

**Sign-on Bonus for Select Positions**

The Orange Education Support Professionals Association, the Orange County School Board and the Superintendent recognize the difficulty experienced in filling select positions within the classified employee group. In response, the parties agree to provide a sign-on bonus in the amount of \$500 for all new hires in the select positions.

These select positions are bus operator, fleet technician I, fleet technician II, fleet technician III, fleet technician IV, school food service assistant I, school food service assistant II and school food service assistant III.

This \$500 bonus will be distributed to all eligible, full-time, benefited classified personnel hired in the select positions identified above between July 1, 2021, and August 31, 2021. The bonus will be distributed in two (2) equal payments of \$250 each following (1) completion of the onboarding and training requirements and (2) at the end of the school year, if still employed. All eligible, full-time, benefited classified personnel must have an active employment status on the date the bonus is paid.

# Appendix D

# Proposed 2021/2022 and 2022/2023 Plan

|   | Proposed 2021/2022 | 2020/2021  | Proposed 2021/2022               |             | 2020/2021  | Proposed 2021/2022               |             | 2020/2021        | Proposed 2021/2022               |             |
|---|--------------------|--|----------------------------------|-------------|--|----------------------------------|-------------|------------------|----------------------------------|-------------|
|   | SureFit            | Local Plus - Plan A                                  |                                  |             | HRA - Plan B   |                                  |             | OAPIN – Plan C   |                                  |             |
| Network                                   | Advent and CVS     | Local Network  |                                  |             | National Network with Out of network Coverage            |                                  |             | National Network |                                  |             |
| HRA Contribution                          | N/A                | N/A  |                                  |             | \$250  | \$0                              |             | N/A              |                                  |             |
| Deductible (Individual/Family)            | \$300/\$600        | \$300/\$600  | \$500/\$1,000                    |             | \$2,000/\$4,000  | \$3,000/\$6,000                  |             | \$250/\$500      | \$400/\$800                      |             |
| Coinsurance                               | 10%                | 10%  | 20%                              |             | 20%  | 20%                              |             | 20%              | 20%                              |             |
| Medical Out of Pocket Max                 | \$5,500/\$11,000   | \$5,500/\$11,000                                     | \$6,500/\$13,000                 |             | \$5,500/\$11,000   | \$6,500/\$13,000                 |             | \$5,500/\$11,000 | \$6,500/\$13,000                 |             |
| RX Out of Pocket Max                      | \$1,500/\$3,000    | \$1,000/\$2,000                                      | \$2,000/\$4,000                  |             | \$1,000/\$2,000  | \$2,000/\$4,000                  |             | \$1,000/\$2,000  | \$2,000/\$4,000                  |             |
| PCP/Specialist Copays                     | \$35/\$55          | \$35^/\$55^  | \$35^/\$55^                      |             | \$30/\$45*/\$65**  | \$30/\$45*/\$65**                |             | \$30/\$55        | \$30/\$55                        |             |
| ER Copayment                              | \$400              | \$400^   | \$400^                           |             | \$400 + 20%  | \$400 + 20%                      |             | \$400            | \$400                            |             |
| RX - Retail (30 days)                     |                    |  |                                  |             |  |                                  |             |                  |                                  |             |
| RX Deductible (does not apply to generic) | \$100 Deductible   |  | \$100 Deductible                 |             |  | \$100 Deductible                 |             |                  | \$100 Deductible                 |             |
| Generic                                   | \$9                | \$9  | \$9                              |             | \$9  | \$9                              |             | \$9              | \$9                              |             |
| Brand - Preferred                         | \$60               | 10%, minimum of \$55 (max \$300)                     | 10%, minimum of \$60 (max \$300) |             | \$55   | 10%, minimum of \$60 (max \$300) |             | \$55             | 10%, minimum of \$60 (max \$300) |             |
| Brand - Non-Preferred                     | \$90               | 10%, minimum of \$60 (max \$300)                     | 10%, minimum of \$90 (max \$300) |             | \$60   | 10%, minimum of \$90 (max \$300) |             | \$60             | 10%, minimum of \$90 (max \$300) |             |
| Specialty                                 | \$100              | 10%, minimum \$90 (max \$300)                        | 10%, minimum \$100 (max \$300)   |             | \$90   | 10%, minimum \$100 (max \$300)   |             | \$90             | 10%, minimum \$100 (max \$300)   |             |
|   |                    | ^Must meet deductible then copay/coinsurance applies |                                  |             | * Cigna Care Network (CCN) provider; ** non-CCN provider |                                  |             |                  |                                  |             |
| Per Month (10 months)                     | 21/22              | 20/21  | 21/22                            | \$ Increase | 20/21  | 21/22                            | \$ Increase | 20/21            | 21/22                            | \$ Increase |
| Employee                                  | \$0.00             | \$0.00   | \$0.00                           | \$0.00      | \$52.54  | \$52.54                          | \$0.00      | \$52.54          | \$52.54                          | \$0.00      |
| Employee + Spouse                         | \$352.24           | \$352.24   | \$352.24                         | \$0.00      | \$1,183.70   | \$1,183.70                       | \$0.00      | \$826.22         | \$826.22                         | \$0.00      |
| Employee + Child(ren)                     | \$50.00            | \$70.46  | \$70.46                          | \$0.00      | \$850.36   | \$850.36                         | \$0.00      | \$521.74         | \$521.74                         | \$0.00      |
| Employee + Family                         | \$400.00           | \$422.70   | \$422.70                         | \$0.00      | \$1,494.70   | \$1,494.70                       | \$0.00      | \$1,110.26       | \$1,110.26                       | \$0.00      |
| Half Family                               | \$0.00             | \$0.00   | \$0.00                           | \$0.00      | \$282.94   | \$282.94                         | \$0.00      | \$90.72          | \$90.72                          | \$0.00      |
| Part-time Employee                        | \$464.43           | \$464.43   | \$464.43                         | \$0.00      | \$516.98   | \$516.98                         | \$0.00      | \$516.98         | \$516.98                         | \$0.00      |

**DISTRICT PROPOSAL #4 – AMENDED**  
**Health Insurance**  
**July 21, 2021**

**Article XVI**

**Fringe Benefits**

**A. Health Insurance**

1. The Board agrees to provide, a health insurance program with various health plan options through the OCPS Employee Benefits Trust. A plan will be provided at no premium cost to full-time benefited employees, if the annual employee premium insurance increase is 10 percent or less. Fifty percent of the cost will be paid by the Board for half-time employees who elect coverage. One plan will be equal to or better than the current health insurance plan. Annual individual premium cost increases exceeding 10 percent over the prior year may require plan changes to maintain a no cost (to the employee) health plan option.
2. The program shall include hospitalization, emergency services, general medical services, and prescription drugs, and may differentiate between in- network and out-of-network coverage as specified in the Plan Document and in Sections 3 and 4 below.
  - a. The program shall include a plan with a contracted provider network a plan that provides in-network only coverage and a plan that provides both in- and out-of-network coverage. Such plan(s) are to be negotiated with the Union prior to implementation.
  - b. Mental health and chemical dependency benefits may be offered through a contracted provider network, subject to provisions spelled out in the Plan Document.
  - c. In situations of severe personal injury or life-threatening illness, a major case management review may be required after a review by a medical panel as set forth in Section ~~48~~ 15 below.
  - d. Compliance with pre-certification and utilization review programs shall be required.
3. Employees shall be able to choose from an in-network only option OR in-network and out-of-network for doctors, hospitals and pharmacies. The Health Reimbursement Account (Plan B) product is the option with in-network and out-of-network coverage. The deductible in the Health Reimbursement Account plan (Plan B) will be ~~\$2,000~~ 3,000

**DISTRICT PROPOSAL #4 – AMENDED**  
**Health Insurance**  
**July 21, 2021**

individual/~~\$4,000~~ 6,000 family in-network and \$3,000 individual/\$6,000 family out-of-network for medical.

In-network deductibles and out-of-pocket medical maximums shall accumulate together and out-of-network deductibles and out-of-pocket maximums shall accumulate separately. Deductibles paid for services rendered during the last three months of a plan year (July, August, September) shall apply toward the next plan year for all plans, In-Network coverage. Deductibles and Maximum out of pocket are on a plan year basis for all plans. In-Network deductibles apply towards the medical maximum out of pocket in compliance with the Affordable Care Act.

4. In the Health Reimbursement Account (Plan B) product the in-network co-insurance shall be 80 percent and out-of-network co-insurance shall be 70 percent of the fee schedule.

In the Local Plus, OAP In-Network (Plan A), contracted provider network shall require a \$35 co-payment for each in-network Primary Care Physician visit. In the OAPIN (Plan C), contracted provider network shall require a \$30 co-payment for each in-network Primary Care Physician visit. In the Health Reimbursement Account (Plan B) the contracted provider network shall require a \$30 co-payment for each in-network Primary Care Physician visit. The employee shall be responsible for payment of all specified deductibles, co-insurance and copayments and premium costs as specified in the Plan Document.

5. Beginning with plan year ~~2020-21~~ 2021-22 and continuing through plan year 2022-23 the ~~Health Reimbursement Account (Plan B) and the OAPIN (Plan C)~~ SureFit Plan shall provide a prescription plan with a \$9 charge for generic drugs for a 30-day supply; a ~~\$55~~ 60 charge for formulary drugs for a 30-day supply and a ~~\$90~~ 100 charge for drugs more than \$1,500 for a 30-day supply at participating network pharmacies. A \$100 per person deductible (maximum three (3) deductibles per family) will apply to non-generic prescriptions and copayments will apply once the deductible is met. (Certain non-formulary drugs may be provided at a participating network pharmacy for a ~~\$60~~ 90 charge for a 30-day supply when medical necessity has been verified with a Prior Authorization form filed with the ~~Pharmacy Benefit Management Company~~ pharmacy benefit manager vendor.)

The Local Plus OAP In-Network (Plan A), Health Reimbursement Account (Plan B) and the OAPIN (Plan C) products shall provide a prescription plan with a \$9 charge for generic drugs for a 30-day

**DISTRICT PROPOSAL #4 – AMENDED**  
**Health Insurance**  
**July 21, 2021**

supply; a 10% coinsurance/~~(minimum \$55 60; maximum \$300) co-pay~~ charge for formulary drugs for a 30-day supply; a 10% coinsurance/~~(minimum \$90 100 and maximum \$300) co-pay~~ for medications more than \$1,500 for a 30 day supply at participating network pharmacies. **A \$100 per person deductible (maximum three (3) deductibles per family) will apply to non-generic prescriptions and coinsurance will apply once deductible is met.** (Certain non- formulary drugs may be provided at a participating network pharmacy for 50% coinsurance/minimum ~~\$60 90~~ co-pay charge when medical necessity has been verified with a Prior Authorization form filed with the **Pharmacy Benefit Management Company pharmacy benefit manager vendor.**)

6. In the Health Reimbursement Account (Plan B) product, hospice treatment in- network co-insurance shall be 80 percent and out-of-network co-insurance shall be 70 percent of the fee schedule.
7. Second opinions are covered as outlined in the plan.
8. The effective date of health plan insurance for a newly hired employee shall be the first day of the month following 59 days from the date of hire.
9. Health plan insurance coverage shall terminate at the end of the month in which employment terminated or during any unpaid leave of absence when premium payments have not been made, except that coverage shall continue through August 31 if a 10-month employee resigns or retires at the end of the previous school year.
10. An employee may apply the Board's contribution toward employee only, employee + child(ren), employee + spouse/domestic partner and employee + family coverage of health plan insurance available through twice monthly payroll deduction.
11. If an employee and his/her spouse are both employees of the Board, the Board agrees to combine their health plan insurance contributions and apply the same toward family coverage.
12. Preferred provider organization coverage for medically necessary home health care shall be as provided in the Plan Document. Medically necessary home health care services shall be provided through a contracted provider network as specified in the plan.

**DISTRICT PROPOSAL #4 – AMENDED**  
**Health Insurance**  
**July 21, 2021**

13. A pre-certification/utilization review program shall be utilized, requiring the submission of a written form to the third party administrator, seven business days prior to non-emergency surgery (in or out-patient). Concurrent review shall be performed during admission to a hospital. Pre-certification shall be mandatory of non-emergencies and shall be subject to a \$500 penalty if not followed. The Third-Party Administrator (TPA) must be contacted within 24 hours following any emergency admission.
14. A pre-certification/utilization review program shall be utilized, requiring the submission of a written form to the third party administrator, five business days prior to non-emergency surgery (in or out-patient). Concurrent review shall be performed during admission to a hospital. Pre-certification shall be mandatory of non-emergencies and could result in a reduction in covered benefits if not followed. The Third-Party Administrator (TPA) must be contacted within 24 hours following any emergency admission.
15. In cases involving life-threatening illnesses where a recommended experimental or investigative treatment or procedure is not covered by the Plan Document, a case management review may be requested by the affected employee.
  - a. Such requests shall be referred to a medical review panel to review the recommended alternative experimental or investigative treatment or procedure. The five members of the panel shall be a representative from the Union, a representative from the Board and three medical representatives agreed to by the parties. The Union and the Board representatives shall have no voting power. These five panel members shall mutually agree on other panel members from medical specialties who might be needed to resolve each special case.
  - b. An experimental or investigative treatment or procedure may be recommended by the panel if all of the following criteria are met:
    - (1) The illness is life-threatening
    - (2) The experimental or investigative treatment or procedure is recommended as having merit by a licensed board-certified specialist, in lieu of conventional medical procedures recognized by a national medical authority such as, but not limited to, the National Institute of Health, the American

**DISTRICT PROPOSAL #4 – AMENDED**  
**Health Insurance**  
**July 21, 2021**

Medical Association, or the Food and Drug Administration.

- c. The experimental or investigative treatment or procedure is conducted by a Joint Commission accredited hospital and a licensed board-certified specialist. The panel shall make a case management recommendation to the Trustees of the Benefits Trust for final action. The Trustees may reject the recommendation if it does not meet the above criteria. The panel shall meet, deliberate and recommend and the Trustees will take final action in an expeditious manner.

- B. **The SureFit health plan has an annual \$1,500 individual/\$3,000 family maximum out of pocket for in-network pharmacy. All three health plans The Local Plus OAP In-Network (Plan A), Health Reimbursement Account (Plan B) and the OAPIN (Plan C) have an annual \$1,000 individual/\$2,000 4,000 family maximum out-of-pocket for in-network pharmacy. In addition, there will be a hearing aid benefit of \$3,000 per hearing aid per ear every three (3) years.**

- C. Telemedicine Benefits

~~Effective October 1, 2016, CIGNA introduced a new program called CIGNA MDLive. A telehealth program will be offered through the medical coverage which allows members to access a physician. This program provides physician consultations for certain illnesses either by phone or by online secure video to help treat non-emergency medical conditions, thereby providing 24/7 access for plan members. The co-pay for this service is \$10 per consultation. Important program benefits include the following.~~

- ~~\* It is provided by CIGNA~~
- ~~\* Plan members can contact a provider either by phone or online video chat.~~
- ~~\* Providers are available 24 hours a day, 7 days a week, 365 days a year.~~
- ~~\* The copay for the online consultation is \$10 per consultation versus the regular office visit co-pay under certain plans.~~
- ~~\* The provider can prescribe prescription drugs, if needed. (Prescription co-pay will apply.)~~

The program provides treatment for minor non-emergency conditions. (See Glossary for a list of some of the non-emergency conditions covered

**DISTRICT PROPOSAL #4 – AMENDED  
Health Insurance  
July 21, 2021**

by this program.)

# Appendix E

## **DISTRICT PROPOSAL #5**

### **Transportation Perfect Attendance Bonus for 2021-22**

#### **July 9, 2021**

In an effort to incent Bus Operators\* and Bus Monitors to achieve perfect attendance, which ultimately ensures the reliable transport of the students of OCPS to and from school, the Transportation Department conducted a three-year pilot of the Perfect Attendance Bonus, hereafter referred to as "Bonus". The purpose of this Bonus was to decrease absenteeism, reward perfect attendance and retain Bus Operators and Bus Monitors. The District wishes to extend this pilot Bonus program for the 2021-22 school year.

The description and eligibility criteria of this Bonus are outlined below:

- This Bonus program is an additional one-year pilot. It will commence with the first marking period of the 2021-22 school year. It will sunset on the last duty day of the fourth marking period for the 2021-22 school year.
- The Transportation Department will evaluate this pilot program at the end of the 2021-22 school year.
- The total amount of the Bonus will not exceed \$1,100, payable after the employee's last paycheck of the school year.
- The ability to earn the \$1,100 Bonus will be divided into four (4) marking periods. These marking periods shall be defined by the school calendar.
- For each marking period where the employee has perfect attendance, s/he will receive \$250. If the employee achieves perfect attendance for all four (4) quarters, the employee will receive an additional \$100 bonus for the year. To be eligible for the end-of-year, \$100 bonus, the employee must have perfect attendance for all four marking periods.
- Perfect attendance calculations will re-set at the end of each marking period to allow Bus Operators and Bus Monitors four (4) opportunities throughout the school year to earn up to \$1,100.
- The calculation for perfect attendance shall begin with the first day of the first marking period and end with the last day of the last marking period for the school year. New employees will have to complete a full marking period with perfect attendance in order to receive a bonus.
- To receive this Bonus, Bus Operators and Bus Monitors must remain in an active driver and/or monitor position for the entire marking period. They must be in an active employment status when the Bonus is paid to receive the Bonus.
- Absences that will NOT count against perfect attendance are limited to:
  - Jury Duty Leave
  - Court Subpoenaed Leave
  - Military Leave
  - District Sponsored Temporary Duty Elsewhere, TDY (i.e. Emerging Leaders Academy)
  - Union Leave
  - Discretionary Leave (Superintendent approved or Districtwide Shutdown)

All other leave will count as an absence and the employee will be ineligible for the Bonus for the marking period in which the leave was taken.

\* Bus Operators shall include: Bus Operators, CDL Examiners, Driver Trainers and Bus Operators, Sub-Relief

# Appendix F

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

**APPENDIX A-1**  
**CLASSIFIED JOB TITLES AND CORRESPONDING PAYGRADES**  
**WAGE SCHEDULE**

Confidential (not eligible for union membership) positions are included for informational purpose, only.  
Classified positions employed in confidential offices are not covered by this agreement.  
See Article 1, C.2. for a complete list of these exemptions.

| <b>Job Titles Displayed Alpha by Job Title</b> |                      |                  |
|--|----------------------|------------------|
| <b>Job Title</b>                               | <b>Job Family</b>    | <b>Job Grade</b> |
| Accounting Specialist                          | Clerical             | <b>14</b>        |
| Administrative Secretary                       | Clerical             | <b>11</b>        |
| Administrative Specialist                      | Clerical             | <b>12</b>        |
| Air Conditioning Technician                    | Maintenance          | <b>12</b>        |
| Air Conditioning Technician Master             | Maintenance          | <b>14</b>        |
| Attendance/Records Clerk                       | Clerical             | <b>5</b>         |
| Auto Refinisher I                              | Transportation       | <b>9</b>         |
| Auto Refinisher II                             | Transportation       | <b>11</b>        |
| Auto Refinisher Master                         | Transportation       | <b>13</b>        |
| Braille & Tactile Materials Specialist I       | Ed. Paraprofessional | <b>17</b>        |
| Braille & Tactile Materials Specialist II      | Ed. Paraprofessional | <b>18</b>        |
| Budget Specialist                              | Clerical             | <b>15</b>        |
| Building Automation Technician Master          | Maintenance          | <b>15</b>        |
| Building Permit Technician                     | Clerical             | <b>15</b>        |
| Building Services Technician I                 | Maintenance          | <b>11</b>        |
| Building Services Technician II                | Maintenance          | <b>13</b>        |
| Bus Inspection Clerk                           | Clerical             | <b>9</b>         |
| Bus Monitor                                    | Transportation       | <b>5</b>         |
| Bus Operator                                   | Transportation       | <b>9</b>         |
| Bus Operator Lead                              | Transportation       | <b>12</b>        |
| Bus Operator, Sub Relief                       | Transportation       | <b>10</b>        |
| Bus Route Dispatcher                           | Clerical             | <b>11</b>        |
| Bus Route Specialist                           | Clerical             | <b>16</b>        |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| <b>Job Title</b>                                       | <b>Job Family</b>                          | <b>Job Grade</b> |
|--|--|------------------|
| Cabinet Maker  | Maintenance                                | 12               |
| Cabinet Maker Master                                   | Maintenance                                | 14               |
| Carpenter  | Maintenance                                | 10               |
| Carpenter Master                                       | Maintenance                                | 12               |
| CDL Examiner   | Transportation                             | 11               |
| Certification Specialist                               | Clerical                                   | 17               |
| Communication Specialist (Safety and Security)         | Uniformed Security                         | 16               |
| Communication Specialist, Senior (Safety and Security) | Uniformed Security                         | 18               |
| Communications Technician                              | Maintenance                                | 10               |
| Communications Technician Master (Transportation)      | Transportation                             | 12               |
| Courier Driver   | Maintenance                                | 8                |
| Culinary/Catering Representative                       | Food Service                               | 17               |
| Custodial Crew Leader                                  | Custodial                                  | 8                |
| Custodial Crew Leader Master                           | Custodial                                  | 10               |
| Custodial Technician                                   | Custodial                                  | 13               |
| Custodian  | Custodial                                  | 3                |
| Custodian Resident                                     | Custodial                                  | 5                |
| Customer Relations Clerk                               | Clerical                                   | 7                |
| Customer Service Technician                            | Clerical                                   | 9                |
| Data Specialist, Senior, State Reporting               | Clerical                                   | 18               |
| Data Specialist, State Reporting                       | Clerical                                   | 12               |
| Database Coordinator                                   | Technology                                 | 14               |
| Delivery Operator                                      | <del>Maintenance</del> <u>Food Service</u> | 9                |
| Delivery Operator, Lead                                | <del>Maintenance</del> <u>Food Service</u> | 12               |
| District Records Management Specialist                 | Clerical                                   | 17               |
| Draftsperson   | Maintenance                                | 13               |
| Draftsperson Master                                    | Maintenance                                | 17               |
| Driver Trainer   | Transportation                             | 11               |
| Ed Paraprofessional Pre-K Certified                    | Ed. Paraprofessional                       | 3                |
| Ed. Paraprofessional Basic Certified                   | Ed. Paraprofessional                       | 3                |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| <b>Job Title</b>  | <b>Job Family</b>    | <b>Job Grade</b> |
|---|----------------------|------------------|
| Ed. Paraprofessional Bilingual, Arabic, Certified                                 | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Chinese, Certified                                | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Creole, Certified                                 | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, French, Certified                                 | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, German, Certified                                 | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Haitian-Creole, Certified                         | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Portuguese, Certified                             | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Russian, Certified                                | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Spanish, Certified                                | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Urdu, Certified                                   | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Bilingual, Vietnamese, Certified                             | Ed. Paraprofessional | <b>5</b>         |
| Ed. Paraprofessional Computer Lab, Certified                                      | Ed. Paraprofessional | <b>6</b>         |
| Ed. Paraprofessional Exceptional Ed, Certified                                    | Ed. Paraprofessional | <b>6</b>         |
| Ed. Paraprofessional Phys Ed. Certified   | Ed. Paraprofessional | <b>4</b>         |
| Ed. Paraprofessional Severely Handicapped, Certified                              | Ed. Paraprofessional | <b>7</b>         |
| Ed. Paraprofessional Sign Language, Certified                                     | Ed. Paraprofessional | <b>7</b>         |
| Ed. Paraprofessional Title I Certified  | Ed. Paraprofessional | <b>3</b>         |
| Educational Captionist & Sign Language Interpreter Level 1                        | Ed. Paraprofessional | <b>14</b>        |
| Educational Captionist & Sign Language Interpreter Level 2                        | Ed. Paraprofessional | <b>17</b>        |
| Educational Captionist & Sign Language Interpreter Level 3                        | Ed. Paraprofessional | <b>18</b>        |
| Electrician   | Maintenance          | <b>11</b>        |
| Electrician Master  | Maintenance          | <b>13</b>        |
| Employment Coordinator  | Clerical             | <b>11</b>        |
| Energy Control Scheduler  | Maintenance          | <b>13</b>        |
| <b>Environmental Tech, Senior</b>   | <b>Maintenance</b>   | <b>18</b>        |
| <b>Environmental Technician</b>   | <b>Maintenance</b>   | <b>16</b>        |
| Events Coordinator ( <del>Community Resources</del> <u>Marketing and Events</u> ) | Clerical             | <b>18</b>        |
| Events Coordinator (Food Service/Culinary)  | Clerical             | <b>18</b>        |
| Executive Assistant   | Clerical             | <b>15</b>        |

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| <b>Job Title</b>                                   | <b>Job Family</b> | <b>Job Grade</b>       |
|--|-------------------|------------------------|
| Extended Day Clerk                                 | Clerical          | <b>3</b>               |
| Facilities Controls Specialist                     | Clerical          | <b>18</b>              |
| Finance Specialist                                 | Clerical          | <b>12</b>              |
| Finance Specialist II                              | Clerical          | <b>15</b>              |
| Finance/Payroll Clerk I                            | Clerical          | <b>7</b>               |
| Finance/Payroll Clerk II                           | Clerical          | <b>9</b>               |
| Finance/Payroll Clerk III                          | Clerical          | <b>11</b>              |
| Financial Aid Assistant                            | Clerical          | <b>8</b>               |
| Financial Aid Coordinator                          | Clerical          | <b>13</b>              |
| Fire Alarm Technician                              | Maintenance       | <b>13</b>              |
| Fire Alarm Technician Master                       | Maintenance       | <b>15</b>              |
| Fire Prevention Tech                               | Maintenance       | <b>16</b>              |
| Fixed Assets Specialist                            | Clerical          | <b>11</b><br><b>12</b> |
| Fleet Parts Inventory Coordinator (Transportation) | Transportation    | <b>13</b>              |
| Fleet Parts Specialist                             | Transportation    | <b>13</b>              |
| Fleet Services Coordinator                         | Transportation    | <b>17</b>              |
| Fleet Technician I                                 | Transportation    | <b>11</b>              |
| Fleet Technician II                                | Transportation    | <b>13</b>              |
| Fleet Technician III                               | Transportation    | <b>16</b>              |
| Fleet Technician IV                                | Transportation    | <b>18</b>              |
| Garage Assistant                                   | Transportation    | <b>6</b>               |
| General Technical Support                          | Technology        | <b>6</b>               |
| Graphic Arts Coordinator                           | Technology        | <b>18</b>              |
| Grounds/Landscaper I                               | Maintenance       | <b>5</b>               |
| Grounds/Landscaper II                              | Maintenance       | <b>7</b>               |
| Grounds/Landscaper III Crew Leader                 | Maintenance       | <b>9</b>               |
| Grounds/Landscaping Chemical Tech                  | Maintenance       | <b>12</b>              |
| Heating/Boiler Technician                          | Maintenance       | <b>12</b>              |
| Heating/Boiler Technician Master                   | Maintenance       | <b>14</b>              |

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| <b>Job Title</b>  | <b>Job Family</b>    | <b>Job Grade</b> |
|---|----------------------|------------------|
| Heavy Equipment Operator                                  | Maintenance          | <b>13</b>        |
| Help Desk Support Representative                          | Technology           | <b>16</b>        |
| Help Desk Support Representative, Senior                  | Technology           | <b>18</b>        |
| HR Compliance Coordinator                                 | Clerical             | <b>11</b>        |
| HR Compliance Coordinator, Senior                         | Clerical             | <b>13</b>        |
| Insurance Benefit Coordinator, I                          | Clerical             | <b>11</b>        |
| Insurance Benefit Coordinator, II                         | Clerical             | <b>12</b>        |
| Insurance Benefit Coordinator, Senior                     | Clerical             | <b>13</b>        |
| Insurance Benefits Systems Specialist                     | Clerical             | <b>16</b>        |
| Insurance/Benefits Clerk                                  | Clerical             | <b>10</b>        |
| Irrigation Tech   | Maintenance          | <b>10</b>        |
| Irrigation Tech M   | Maintenance          | <b>12</b>        |
| Kitchen Services Technician I                             | Food Service         | <b>11</b>        |
| Kitchen Services Technician II                            | Food Service         | <b>13</b>        |
| Locksmith   | Maintenance          | <b>11</b>        |
| Logistics Technician                                      | Maintenance          | <b>15</b>        |
| Mail Services Clerk                                       | Clerical             | <b>6</b>         |
| <b>Mason</b>  | <b>Maintenance</b>   | <b>10</b>        |
| <b>Mason Master</b>                                       | <b>Maintenance</b>   | <b>12</b>        |
| Materials Expeditor                                       | Maintenance          | <b>10</b>        |
| Media Clerk I   | Clerical             | <b>4</b>         |
| Media Clerk II  | Clerical             | <b>5</b>         |
| Microcomputer Repair Technician                           | Technology           | <b>14</b>        |
| Microcomputer Repair Technician Lead                      | Technology           | <b>16</b>        |
| Mobile Culinary/Catering Representative                   | Food Service         | <b>18</b>        |
| Network Operator  | Technology           | <b>18</b>        |
| Nurse, LPN (Note: RN's are on Instructional pay schedule) | Ed. Paraprofessional | <b>12</b>        |
| Operations & Maintenance Planner                          | Maintenance          | <b>16</b>        |
| Operations & Maintenance Safety Tech                      | Maintenance          | <b>16</b>        |
| Operations and Maintenance Scheduler                      | Maintenance          | <b>15</b>        |
| P/O Therapy Assistant                                     | Ed. Paraprofessional | <b>12</b>        |

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| Job Title  | Job Family                         | Job Grade           |
|--|------------------------------------|---------------------|
| Painter  | Maintenance                        | 10                  |
| Painter Master   | Maintenance                        | 12                  |
| Paralegal  | Clerical                           | 18                  |
| <b><del>Parts Inventory Specialist I (Technology)</del></b>      | <b><del>Technology</del></b>       | <b><del>6</del></b> |
| Payroll Practitioner I   | Clerical                           | 11                  |
| Payroll Practitioner II  | Clerical                           | 13                  |
| Payroll Practitioner III   | Clerical                           | 15                  |
| Permanent Substitute, 2 yr Degree                                | Ed. Paraprofessional               | 8                   |
| Permanent Substitute, 4 yr Degree                                | Ed. Paraprofessional               | 11                  |
| Personnel Specialist   | Clerical                           | 16                  |
| Personnel/Benefits Clerk   | Clerical                           | 9                   |
| <b><del>Pest Control Operator</del></b>                          | <b><del>Maintenance</del></b>      | <b><del>9</del></b> |
| Plumber  | Maintenance                        | 10                  |
| Plumber Master   | Maintenance                        | 12                  |
| Printing Production Assistant                                    | Clerical                           | 8                   |
| Procurement Clerk  | Clerical                           | 10                  |
| Program Assistant, Basic, Certified                              | Ed. Paraprofessional               | 13                  |
| Program Assistant, Bilingual, Haitian/Creole, Certified (PALMAS) | Ed. Paraprofessional               | 13                  |
| Program Assistant, Bilingual, Spanish, Certified (PALMAS)        | Ed. Paraprofessional               | 13                  |
| Program Assistant, CTE, Certified                                | Ed. Paraprofessional               | 13                  |
| Program Assistant, District ESE Specialist, Certified            | Ed. Paraprofessional               | 13                  |
| Program Assistant, ESE Post HS Employment Spec, C                | Ed. Paraprofessional               | 13                  |
| Program Assistant, ESE, Certified                                | Ed. Paraprofessional               | 13                  |
| <b><u>Program Assistant, Horticulture, Certified</u></b>         | <b><u>Ed. Paraprofessional</u></b> | <b><u>13</u></b>    |
| Program Assistant, Job Coach, Certified                          | Ed. Paraprofessional               | 13                  |
| Program Assistant, Parenting, Bilingual, Creole, Certified       | Ed. Paraprofessional               | 13                  |
| Program Assistant, Parenting, Bilingual, Portuguese, Certified   | Ed. Paraprofessional               | 13                  |
| Program Assistant, Parenting, Bilingual, Spanish, Certified      | Ed. Paraprofessional               | 13                  |
| Program Assistant, Parenting, Certified                          | Ed. Paraprofessional               | 13                  |
| Program Assistant, PASS, Certified                               | Ed. Paraprofessional               | 13                  |
| Program Assistant, STEM, Certified (TIF Grant)                   | Ed. Paraprofessional               | 13                  |

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| Job Title  | Job Family   | Job Grade |
|--|--|-----------|
| Program Coordinator  | Clerical   | 13        |
| Program Coordinator, CTE   | Clerical   | 13        |
| Program Coordinator, Ext Day   | Clerical   | 13        |
| Program Coordinator, Parent and Engagement Bilingual Liaison                 | <del>Ed. Paraprofessional</del><br><u>Clerical</u> | 13        |
| <u>Program Coordinator, Parent and Engagement Bilingual Liaison, Title I</u> | <u>Clerical</u>                                    | <u>13</u> |
| Program Coordinator, Parent and Engagement Liaison                           | Clerical   | 13        |
| <u>Program Coordinator, Parent and Engagement Liaison, Title I</u>           | <u>Clerical</u>                                    | <u>13</u> |
| <u>Program Coordinator, Secondary Engagement Liaison, Title I</u>            | <u>Clerical</u>                                    | <u>13</u> |
| Program Monitor, Certified   | Ed. Paraprofessional                               | 10        |
| Property Auditor   | Clerical   | 11        |
| Purchasing Clerk   | Clerical   | 5         |
| Quality Assurance Tech (Facilities)  | Maintenance  | 16        |
| Quality Assurance Technician (Food Service)                                  | Food Service                                       | 16        |
| Recycling/Parking Attendant  | Maintenance  | 3         |
| Refrigeration Tech Master  | Maintenance  | 14        |
| Registrar  | Clerical   | 7         |
| Registrar, Bilingual, Haitian/Creole (PALMAS)                                | Clerical   | 7         |
| Registrar, CTE   | Clerical   | 7         |
| Retirement Specialist  | Clerical   | 16        |
| Roofer   | Maintenance  | 10        |
| Roofer Master  | Maintenance  | 12        |
| Routing and Operations Coordinator   | Clerical   | 13        |
| School Bookkeeper  | Clerical   | 9         |
| School Clerk   | Clerical   | 4         |
| School Food Service Assistant I  | Food Service                                       | 3         |
| School Food Service Assistant II   | Food Service                                       | 4         |
| School Food Service Assistant III  | Food Service                                       | 7         |
| School Food Service Assistant Lead   | Food Service                                       | 13        |
| School Health Assistant  | Ed. Paraprofessional                               | 5         |
| School Secretary   | Clerical   | 10        |

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| <b>Job Title</b>  | <b>Job Family</b>      | <b>Job Grade</b> |
|---|------------------------|------------------|
| School Secretary/Bookkeeper                             | Clerical               | <b>11</b>        |
| Secretary   | Clerical               | <b>8</b>         |
| Secretary, Bilingual, Spanish (PALMAS)                  | Clerical               | <b>8</b>         |
| Section Leader  | Clerical               | <b>11</b>        |
| Security Attendant                                      | Uniformed Security     | <b>3</b>         |
| Security Systems Technician                             | Uniformed Security     | <b>13</b>        |
| Senior Budget Specialist                                | Clerical               | <b>17</b>        |
| Senior Employment Coordinator                           | Clerical               | <b>13</b>        |
| Senior Executive Assistant                              | Clerical               | <b>17</b>        |
| Senior Finance/Payroll Specialist                       | Clerical               | <b>17</b>        |
| Senior Payroll Practitioner                             | Clerical               | <b>17</b>        |
| Site-Based Payroll Coordinator                          | Clerical               | <b>13</b>        |
| Small Engine Mechanic                                   | Maintenance            | <b>13</b>        |
| Storekeeper/Warehouse Tech Master                       | Maintenance            | <b>10</b>        |
| Storekeeper/Warehouse Technician I                      | Maintenance            | <b>6</b>         |
| Storekeeper/Warehouse Technician II                     | Maintenance            | <b>8</b>         |
| Student Enrollment Support Clerk                        | Clerical               | <b>9</b>         |
| Support Services Clerk II                               | Clerical               | <b>3</b>         |
| Support Services Clerk III                              | Clerical               | <b>6</b>         |
| Support Services Clerk III, Bilingual, Spanish (PALMAS) | Clerical               | <b>6</b>         |
| Sustainability Specialist                               | Maintenance            | <b>16</b>        |
| Technology Inventory Specialist                         | Technology             | <b>11</b>        |
| Technology Support Representative                       | Technology             | <b>16</b>        |
| Technology Support Representative, Senior               | Technology             | <b>18</b>        |
| Telecommunications Support Technician                   | Technology             | <b>11</b>        |
| Telecommunications Technician                           | Technology             | <b>11</b>        |
| Telecommunications Technician Master                    | Technology             | <b>13</b>        |
| Trades Tech I (Maintenance)                             | Maintenance            | <b>16</b>        |
| Trades Tech II (Maintenance)                            | Maintenance            | <b>17</b>        |
| <b><u>Training Representative (Extended Day)</u></b>    | <b><u>Clerical</u></b> | <b><u>17</u></b> |
| Training Representative (Food Service)                  | Clerical               | <b>17</b>        |

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| <b>Job Title</b>                              | <b>Job Family</b>         | <b>Job Grade</b> |
|---|---------------------------|------------------|
| Training Representative (Transportation)      | Clerical                  | <b>17</b>        |
| Transportation Electronics Tech               | Transportation            | <b>13</b>        |
| Transportation Electronics Tech, Master       | Transportation            | <b>15</b>        |
| Transportation Payroll Clerk                  | Clerical                  | <b>10</b>        |
| Transportation Specialist                     | Transportation            | <b>16</b>        |
| Truck Driver Heavy                            | Maintenance               | <b>10</b>        |
| Truck Driver Heavy Master                     | Maintenance               | <b>13</b>        |
| Uniformed Security Guard Shift Coordinator    | Uniformed Security        | <b>15</b>        |
| Uniformed Security Officer -- <u>District</u> | Uniformed Security        | <b>12</b>        |
| <u>Uniformed Security Officer – ESE</u>       | <u>Uniformed Security</u> | <u><b>12</b></u> |
| <u>Uniformed Security Officer -- School</u>   | <u>Uniformed Security</u> | <b>12</b>        |
| Upholsterer and Glazier                       | Transportation            | <b>10</b>        |
| User Services Scheduler                       | Technology                | <b>15</b>        |
| Video Producer/Director                       | Technology                | <b>17</b>        |
| Video Production Assistant                    | Technology                | <b>9</b>         |
| Video Production Technician                   | Technology                | <b>16</b>        |
| Volunteer Coordinator                         | Clerical                  | <b>11</b>        |
| Webmaster                                     | Technology                | <b>18</b>        |
| Welder  | Maintenance               | <b>9</b>         |
| Welder Master                                 | Maintenance               | <b>12</b>        |
| Wellness Program Coordinator                  | Clerical                  | <b>16</b>        |

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#### APPENDIX A-2 CLASSIFIED JOB TITLES AND CORRESPONDING PAYGRADES WAGE SCHEDULE

Confidential (not eligible for union membership) positions are included for informational purpose, only.  
Classified positions employed in confidential offices are not covered by this agreement.  
See Article 1, C.2. for a complete list of these exemptions.

| Job Titles Displayed Alpha within Job Family                                      |            |           |
|---|------------|-----------|
| Job Title   | Job Family | Job Grade |
| Accounting Specialist   | Clerical   | 14        |
| Administrative Secretary  | Clerical   | 11        |
| Administrative Specialist   | Clerical   | 12        |
| Attendance/Records Clerk  | Clerical   | 5         |
| Budget Specialist   | Clerical   | 15        |
| Building Permit Technician  | Clerical   | 15        |
| Bus Inspection Clerk  | Clerical   | 9         |
| Bus Route Dispatcher  | Clerical   | 11        |
| Bus Route Specialist  | Clerical   | 16        |
| Certification Specialist  | Clerical   | 17        |
| Customer Relations Clerk  | Clerical   | 7         |
| Customer Service Technician   | Clerical   | 9         |
| Data Specialist, Senior, State Reporting  | Clerical   | 18        |
| Data Specialist, State Reporting  | Clerical   | 12        |
| District Records Management Specialist  | Clerical   | 17        |
| Employment Coordinator  | Clerical   | 11        |
| Events Coordinator ( <del>Community Resources</del> <u>Marketing and Events</u> ) | Clerical   | 18        |
| Events Coordinator (Food Service/Culinary)  | Clerical   | 18        |
| Executive Assistant   | Clerical   | 15        |
| Extended Day Clerk  | Clerical   | 3         |
| Facilities Controls Specialist  | Clerical   | 18        |
| Finance Specialist  | Clerical   | 12        |
| Finance Specialist II   | Clerical   | 15        |
| Finance/Payroll Clerk I   | Clerical   | 7         |

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| <b>Job Title</b>  | <b>Job Family</b>                                  | <b>Job Grade</b> |
|---|--|------------------|
| Finance/Payroll Clerk II  | Clerical   | <b>9</b>         |
| Finance/Payroll Clerk III   | Clerical   | <b>11</b>        |
| Financial Aid Assistant   | Clerical   | <b>8</b>         |
| Financial Aid Coordinator   | Clerical   | <b>13</b>        |
| Fixed Assets Specialist   | Clerical   | <b>44 12</b>     |
| HR Compliance Coordinator   | Clerical   | <b>11</b>        |
| HR Compliance Coordinator, Senior   | Clerical   | <b>13</b>        |
| Insurance Benefit Coordinator, I  | Clerical   | <b>11</b>        |
| Insurance Benefit Coordinator, II   | Clerical   | <b>12</b>        |
| Insurance Benefit Coordinator, Senior   | Clerical   | <b>13</b>        |
| Insurance Benefits Systems Specialist   | Clerical   | <b>16</b>        |
| Insurance/Benefits Clerk  | Clerical   | <b>10</b>        |
| Mail Services Clerk   | Clerical   | <b>6</b>         |
| Media Clerk I   | Clerical   | <b>4</b>         |
| Media Clerk II  | Clerical   | <b>5</b>         |
| Paralegal   | Clerical   | <b>18</b>        |
| Payroll Practitioner I  | Clerical   | <b>11</b>        |
| Payroll Practitioner II   | Clerical   | <b>13</b>        |
| Payroll Practitioner III  | Clerical   | <b>15</b>        |
| Personnel Specialist  | Clerical   | <b>16</b>        |
| Personnel/Benefits Clerk  | Clerical   | <b>9</b>         |
| Printing Production Assistant   | Clerical   | <b>8</b>         |
| Procurement Clerk   | Clerical   | <b>10</b>        |
| Program Coordinator   | Clerical   | <b>13</b>        |
| Program Coordinator, CTE  | Clerical   | <b>13</b>        |
| Program Coordinator, Ext Day  | Clerical   | <b>13</b>        |
| Program Coordinator, Parent and Engagement Bilingual Liaison                        | <del>Ed. Paraprofessional</del><br><b>Clerical</b> | <b>13</b>        |
| <b><u>Program Coordinator, Parent and Engagement Bilingual Liaison, Title I</u></b> | <b><u>Clerical</u></b>                             | <b><u>13</u></b> |
| Program Coordinator, Parent and Engagement Liaison                                  | Clerical   | <b>13</b>        |
| <b><u>Program Coordinator, Parent and Engagement Liaison, Title I</u></b>           | <b><u>Clerical</u></b>                             | <b><u>13</u></b> |

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| Job Title  | Job Family             | Job Grade        |
|--|------------------------|------------------|
| <b><u>Program Coordinator, Secondary Engagement Liaison, Title I</u></b> | <b><u>Clerical</u></b> | <b><u>13</u></b> |
| Property Auditor   | Clerical               | 11               |
| Purchasing Clerk   | Clerical               | 5                |
| Registrar  | Clerical               | 7                |
| Registrar, Bilingual, Haitian/Creole (PALMAS)                            | Clerical               | 7                |
| Registrar, CTE   | Clerical               | 7                |
| Retirement Specialist  | Clerical               | 16               |
| Routing and Operations Coordinator                                       | Clerical               | 13               |
| School Bookkeeper  | Clerical               | 9                |
| School Clerk   | Clerical               | 4                |
| School Secretary   | Clerical               | 10               |
| School Secretary/Bookkeeper  | Clerical               | 11               |
| Secretary  | Clerical               | 8                |
| Secretary, Bilingual, Spanish (PALMAS)                                   | Clerical               | 8                |
| Section Leader   | Clerical               | 11               |
| Senior Budget Specialist   | Clerical               | 17               |
| Senior Employment Coordinator  | Clerical               | 13               |
| Senior Executive Assistant   | Clerical               | 17               |
| Senior Finance/Payroll Specialist  | Clerical               | 17               |
| Senior Payroll Practitioner  | Clerical               | 17               |
| Site-Based Payroll Coordinator   | Clerical               | 13               |
| Student Enrollment Support Clerk   | Clerical               | 9                |
| Support Services Clerk II  | Clerical               | 3                |
| Support Services Clerk III   | Clerical               | 6                |
| Support Services Clerk III, Bilingual, Spanish (PALMAS)                  | Clerical               | 6                |
| <b><u>Training Representative (Extended Day)</u></b>                     | <b><u>Clerical</u></b> | <b><u>17</u></b> |
| Training Representative (Food Service)                                   | Clerical               | 17               |
| Training Representative (Transportation)                                 | Clerical               | 17               |
| Transportation Payroll Clerk   | Clerical               | 10               |
| Volunteer Coordinator  | Clerical               | 11               |
| Wellness Program Coordinator   | Clerical               | 16               |

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| Job Title  | Job Family           | Job Grade |
|--|----------------------|-----------|
| Custodial Crew Leader                                      | Custodial            | 8         |
| Custodial Crew Leader Master                               | Custodial            | 10        |
| Custodial Technician                                       | Custodial            | 13        |
| Custodian  | Custodial            | 3         |
| Custodian Resident   | Custodial            | 5         |
| Braille & Tactile Materials Specialist I                   | Ed. Paraprofessional | 17        |
| Braille & Tactile Materials Specialist II                  | Ed. Paraprofessional | 18        |
| Ed Paraprofessional Pre-K Certified                        | Ed. Paraprofessional | 3         |
| Ed. Paraprofessional Basic Certified                       | Ed. Paraprofessional | 3         |
| Ed. Paraprofessional Bilingual, Arabic, Certified          | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Chinese, Certified         | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Creole, Certified          | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, French, Certified          | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, German, Certified          | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Haitian-Creole, Certified  | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Portuguese, Certified      | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Russian, Certified         | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Spanish, Certified         | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Urdu, Certified            | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Bilingual, Vietnamese, Certified      | Ed. Paraprofessional | 5         |
| Ed. Paraprofessional Computer Lab, Certified               | Ed. Paraprofessional | 6         |
| Ed. Paraprofessional Exceptional Ed, Certified             | Ed. Paraprofessional | 6         |
| Ed. Paraprofessional Phys Ed. Certified                    | Ed. Paraprofessional | 4         |
| Ed. Paraprofessional Severely Handicapped, Certified       | Ed. Paraprofessional | 7         |
| Ed. Paraprofessional Sign Language, Certified              | Ed. Paraprofessional | 7         |
| Ed. Paraprofessional Title I Certified                     | Ed. Paraprofessional | 3         |
| Educational Captionist & Sign Language Interpreter Level 1 | Ed. Paraprofessional | 14        |
| Educational Captionist & Sign Language Interpreter Level 2 | Ed. Paraprofessional | 17        |
| Educational Captionist & Sign Language Interpreter Level 3 | Ed. Paraprofessional | 18        |
| Nurse, LPN (Note: RN's are on Instructional pay schedule)  | Ed. Paraprofessional | 12        |
| P/O Therapy Assistant                                      | Ed. Paraprofessional | 12        |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| Job Title  | Job Family                             | Job Grade        |
|--|--|------------------|
| Permanent Substitute, 2 yr Degree                                | Ed. Paraprofessional                   | 8                |
| Permanent Substitute, 4 yr Degree                                | Ed. Paraprofessional                   | 11               |
| Program Assistant, Basic, Certified                              | Ed. Paraprofessional                   | 13               |
| Program Assistant, Bilingual, Haitian/Creole, Certified (PALMAS) | Ed. Paraprofessional                   | 13               |
| Program Assistant, Bilingual, Spanish, Certified (PALMAS)        | Ed. Paraprofessional                   | 13               |
| Program Assistant, CTE, Certified                                | Ed. Paraprofessional                   | 13               |
| Program Assistant, District ESE Specialist, Certified            | Ed. Paraprofessional                   | 13               |
| Program Assistant, ESE Post HS Employment Spec, C                | Ed. Paraprofessional                   | 13               |
| Program Assistant, ESE, Certified                                | Ed. Paraprofessional                   | 13               |
| <b><u>Program Assistant, Horticulture, Certified</u></b>         | <b><u>Ed. Paraprofessional</u></b>     | <b><u>13</u></b> |
| Program Assistant, Job Coach, Certified                          | Ed. Paraprofessional                   | 13               |
| Program Assistant, Parenting, Bilingual, Creole, Certified       | Ed. Paraprofessional                   | 13               |
| Program Assistant, Parenting, Bilingual, Portuguese, Certified   | Ed. Paraprofessional                   | 13               |
| Program Assistant, Parenting, Bilingual, Spanish, Certified      | Ed. Paraprofessional                   | 13               |
| Program Assistant, Parenting, Certified                          | Ed. Paraprofessional                   | 13               |
| Program Assistant, PASS, Certified                               | Ed. Paraprofessional                   | 13               |
| Program Assistant, STEM, Certified (TIF Grant)                   | Ed. Paraprofessional                   | 13               |
| Program Monitor, Certified                                       | Ed. Paraprofessional                   | 10               |
| School Health Assistant  | Ed. Paraprofessional                   | 5                |
| Culinary/Catering Representative                                 | Food Service                           | 17               |
| Delivery Operator  | <b><u>Maintenance Food Service</u></b> | 9                |
| Delivery Operator, Lead  | <b><u>Maintenance Food Service</u></b> | 12               |
| Kitchen Services Technician I                                    | Food Service                           | 11               |
| Kitchen Services Technician II                                   | Food Service                           | 13               |
| Mobile Culinary/Catering Representative                          | Food Service                           | 18               |
| Quality Assurance Technician (Food Service)                      | Food Service                           | 16               |
| School Food Service Assistant I                                  | Food Service                           | 3                |
| School Food Service Assistant II                                 | Food Service                           | 4                |
| School Food Service Assistant III                                | Food Service                           | 7                |
| School Food Service Assistant Lead                               | Food Service                           | 13               |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| Job Title                             | Job Family         | Job Grade |
|---------------------------------------|--------------------|-----------|
| Air Conditioning Technician           | Maintenance        | 12        |
| Air Conditioning Technician Master    | Maintenance        | 14        |
| Building Automation Technician Master | Maintenance        | 15        |
| Building Services Technician I        | Maintenance        | 11        |
| Building Services Technician II       | Maintenance        | 13        |
| Cabinet Maker                         | Maintenance        | 12        |
| Cabinet Maker Master                  | Maintenance        | 14        |
| Carpenter                             | Maintenance        | 10        |
| Carpenter Master                      | Maintenance        | 12        |
| Communications Technician             | Maintenance        | 10        |
| Courier Driver                        | Maintenance        | 8         |
| Draftsperson                          | Maintenance        | 13        |
| Draftsperson Master                   | Maintenance        | 17        |
| Electrician                           | Maintenance        | 11        |
| Electrician Master                    | Maintenance        | 13        |
| Energy Control Scheduler              | Maintenance        | 13        |
| <b>Environmental Tech, Senior</b>     | <b>Maintenance</b> | <b>48</b> |
| <b>Environmental Technician</b>       | <b>Maintenance</b> | <b>46</b> |
| Fire Alarm Technician                 | Maintenance        | 13        |
| Fire Alarm Technician Master          | Maintenance        | 15        |
| Fire Prevention Tech                  | Maintenance        | 16        |
| Grounds/Landscaper I                  | Maintenance        | 5         |
| Grounds/Landscaper II                 | Maintenance        | 7         |
| Grounds/Landscaper III Crew Leader    | Maintenance        | 9         |
| Grounds/Landscaping Chemical Tech     | Maintenance        | 12        |
| Heating/Boiler Technician             | Maintenance        | 12        |
| Heating/Boiler Technician Master      | Maintenance        | 14        |
| Heavy Equipment Operator              | Maintenance        | 13        |
| Irrigation Tech                       | Maintenance        | 10        |
| Irrigation Tech M                     | Maintenance        | 12        |
| Locksmith                             | Maintenance        | 11        |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| Job Title                            | Job Family         | Job Grade |
|--------------------------------------|--------------------|-----------|
| Logistics Technician                 | Maintenance        | 15        |
| <b>Mason</b>                         | <b>Maintenance</b> | <b>40</b> |
| <b>Mason Master</b>                  | <b>Maintenance</b> | <b>42</b> |
| Materials Expeditor                  | Maintenance        | 10        |
| Operations & Maintenance Planner     | Maintenance        | 16        |
| Operations & Maintenance Safety Tech | Maintenance        | 16        |
| Operations and Maintenance Scheduler | Maintenance        | 15        |
| Painter                              | Maintenance        | 10        |
| Painter Master                       | Maintenance        | 12        |
| Plumber                              | Maintenance        | 10        |
| Plumber Master                       | Maintenance        | 12        |
| Quality Assurance Tech (Facilities)  | Maintenance        | 16        |
| Recycling/Parking Attendant          | Maintenance        | 3         |
| Refrigeration Tech Master            | Maintenance        | 14        |
| Roofer                               | Maintenance        | 10        |
| Roofer Master                        | Maintenance        | 12        |
| Small Engine Mechanic                | Maintenance        | 13        |
| Storekeeper/Warehouse Tech Master    | Maintenance        | 10        |
| Storekeeper/Warehouse Technician I   | Maintenance        | 6         |
| Storekeeper/Warehouse Technician II  | Maintenance        | 8         |
| Sustainability Specialist            | Maintenance        | 16        |
| Trades Tech I (Maintenance)          | Maintenance        | 16        |
| Trades Tech II (Maintenance)         | Maintenance        | 17        |
| Truck Driver Heavy                   | Maintenance        | 10        |
| Truck Driver Heavy Master            | Maintenance        | 13        |
| Welder                               | Maintenance        | 9         |
| Welder Master                        | Maintenance        | 12        |
| Database Coordinator                 | Technology         | 14        |
| General Technical Support            | Technology         | 6         |
| Graphic Arts Coordinator             | Technology         | 18        |
| Help Desk Support Representative     | Technology         | 16        |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| <b>Job Title</b>                                   | <b>Job Family</b> | <b>Job Grade</b> |
|--|-------------------|------------------|
| Help Desk Support Representative, Senior           | Technology        | <b>18</b>        |
| Microcomputer Repair Technician                    | Technology        | <b>14</b>        |
| Microcomputer Repair Technician Lead               | Technology        | <b>16</b>        |
| Network Operator                                   | Technology        | <b>18</b>        |
| Technology Inventory Specialist                    | Technology        | <b>11</b>        |
| Technology Support Representative                  | Technology        | <b>16</b>        |
| Technology Support Representative, Senior          | Technology        | <b>18</b>        |
| Telecommunications Support Technician              | Technology        | <b>11</b>        |
| Telecommunications Technician                      | Technology        | <b>11</b>        |
| Telecommunications Technician Master               | Technology        | <b>13</b>        |
| User Services Scheduler                            | Technology        | <b>15</b>        |
| Video Producer/Director                            | Technology        | <b>17</b>        |
| Video Production Assistant                         | Technology        | <b>9</b>         |
| Video Production Technician                        | Technology        | <b>16</b>        |
| Webmaster  | Technology        | <b>18</b>        |
| Auto Refinisher I                                  | Transportation    | <b>9</b>         |
| Auto Refinisher II                                 | Transportation    | <b>11</b>        |
| Auto Refinisher Master                             | Transportation    | <b>13</b>        |
| Bus Monitor  | Transportation    | <b>5</b>         |
| Bus Operator                                       | Transportation    | <b>9</b>         |
| Bus Operator Lead                                  | Transportation    | <b>12</b>        |
| Bus Operator, Sub Relief                           | Transportation    | <b>10</b>        |
| CDL Examiner                                       | Transportation    | <b>11</b>        |
| Communications Technician Master (Transportation)  | Transportation    | <b>12</b>        |
| Driver Trainer                                     | Transportation    | <b>11</b>        |
| Fleet Parts Inventory Coordinator (Transportation) | Transportation    | <b>13</b>        |
| Fleet Parts Specialist                             | Transportation    | <b>13</b>        |
| Fleet Services Coordinator                         | Transportation    | <b>17</b>        |
| Fleet Technician I                                 | Transportation    | <b>11</b>        |
| Fleet Technician II                                | Transportation    | <b>13</b>        |
| Fleet Technician III                               | Transportation    | <b>16</b>        |

**DISTRICT PROPOSAL #6**  
**Job Title Revisions**  
**July 9, 2021**

| <b>Job Title</b>                                       | <b>Job Family</b>         | <b>Job Grade</b> |
|--|---------------------------|------------------|
| Fleet Technician IV                                    | Transportation            | <b>18</b>        |
| Garage Assistant                                       | Transportation            | <b>6</b>         |
| Transportation Electronics Tech                        | Transportation            | <b>13</b>        |
| Transportation Electronics Tech, Master                | Transportation            | <b>15</b>        |
| Transportation Specialist                              | Transportation            | <b>16</b>        |
| Upholsterer and Glazier                                | Transportation            | <b>10</b>        |
| Communication Specialist (Safety and Security)         | Uniformed Security        | <b>16</b>        |
| Communication Specialist, Senior (Safety and Security) | Uniformed Security        | <b>18</b>        |
| Security Attendant                                     | Uniformed Security        | <b>3</b>         |
| Security Systems Technician                            | Uniformed Security        | <b>13</b>        |
| Uniformed Security Guard Shift Coordinator             | Uniformed Security        | <b>15</b>        |
| Uniformed Security Officer -- <u>District</u>          | Uniformed Security        | <b>12</b>        |
| <u>Uniformed Security Officer – ESE</u>                | <u>Uniformed Security</u> | <u><b>12</b></u> |
| <u>Uniformed Security Officer -- School</u>            | <u>Uniformed Security</u> | <u><b>12</b></u> |

# Appendix G



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July 21, 2021

Mr. Ron Pollard, President  
Orange Educational Support Professionals Association  
5122 Edgewater Drive, Suite 100,  
Orlando, FL 32810

RE: Routing Process Utilized by Transportation

Dear Ron:

Pursuant to our discussion on July 21, 2021, the School Board of Orange County, Florida (hereinafter the "District") provides this Letter of Understanding (LOU) to the Orange Education Support Professionals Association (hereinafter the "Union"). This document memorializes our discussion during bargaining regarding the routing process utilized by Transportation. The parties agree to:

- Meet to address the routing process beginning no later than September 1, 2021
- Prepare an agenda for each meeting at least five (5) business days in advance
- Submit data to the all parties at least two weeks in advance of meeting
- Continue to meet until the parties mutually agree to stop meeting

Regards,

James Preusser  
Senior Executive Director  
Human Resources Division

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Union

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Date:

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District

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Date:

# Appendix H



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July 21, 2021

Mr. Ron Pollard, President  
Orange Educational Support Professionals Association (OESPA)  
5122 Edgewater Drive, Suite 100  
Orlando, Florida 32810

RE: Negotiating 2022-23 Wage Increases

Dear Mr. Pollard:

Pursuant to our discussion on July 21, 2021, the School Board of Orange County, Florida (hereinafter the "District") provides this Letter of Understanding (LOU) to the Orange Educational Support Professionals Association (hereinafter the "Union"). This document memorializes our discussion during bargaining with respect to negotiating 2022-23 wage increases. The District and the Union acknowledge the following point:

- Wage increases for 2022-23 depend on funding available for the 2022-23 fiscal year
- Both parties maintain their right to negotiate an agreement with respect to wages for the 2022-23 fiscal year.

Regards,

James Preusser  
Senior Executive Director  
Human Resources Division

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Union

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Date:

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District

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Date:

# Appendix I

# DISTRICT COUNTER PROPOSAL TO OESPA PROPOSAL #3

## Route Bid Process

July 9, 2021

### APPENDIX B - 2

#### Transportation Services

##### Route Bid Process

3. All routes are subject to change by the routing department based on management decisions regarding the level of service to be provided, program changes, changes in student riders, as well as the additions and deletions of stops that have a safety or financial impact to the District. ~~A quarterly (every 3 months starting in October), re-evaluation/evaluation shall be conducted on all recently changed (within the last 3 months) routes. If a route changes more than once quarterly, an emergency transportation UMM shall be held prior to the change. A copy of the safety or financial impact shall be provided to the Union prior to the aforementioned UMM.~~ Upon completion of the aforementioned route changes, the bus operator and bus monitor shall be given no less than two (2) duty days to complete dry runs prior to taking over the route, except in emergency situations.

7. Awarded bids will not take effect until the successful bidder has completed the seating chart, registration cards, student safety referrals and cleaned their bus for their current route. Bus operators or bus monitors who are awarded bids during the FEFP count period shall remain on their routes until the close of the count period. Upon award of the bid, the bus operator or bus monitor is to familiarize themselves with the route and shall be given no less than two (2) duty days to complete dry runs, except in emergency situations, prior to taking over the route. Bus operators must use a school bus when completing dry runs. This allows the bus operator to observe and report conditions and hazards to the school bus.

9. If routes are consolidated by the routing department due to reduction in service needs, the bus operator or bus monitor with the most seniority will be given the consolidated route. The bus operator or bus monitor removed after route consolidation will be required to bid on the next available cycle. Upon consolidation of the routes, the bus operator or bus monitor is to familiarize themselves with the route and shall be given no less than two (2) duty days to complete dry runs prior to taking over the route, except in emergency situations.

# Appendix J

**DISTRICT COUNTER PROPOSAL TO OESPA PROPOSAL #4**  
**Additional Hours**  
**July 9, 2021**

APPENDIX B – 1  
Transportation Services

O. Assignments for additional hours and/or routes shall be made exclusively by management, dispatchers and/or the field trip clerks. No classified employee other than those authorized herein shall assign additional hours and/or routes to another classified employee, **except in emergency situations.**

# Appendix K

**OESPA Proposal # \_5\_\_\_\_\_**  
**Article IX**  
**General Personnel Provisions**  
**7/21/21**

**A. Job Descriptions**

1. The Board shall maintain a separate job description for each position listed in Appendix A. It is understood by the parties that every incidental duty connected with the functions enumerated in the job description may not be specifically described and such shall not preclude the required performance of related duties.

- a. It is understood between the parties that employees ~~normally~~ will be assigned duties consistent with those set forth in their job descriptions.
- b. Specific duties shall not be assigned in a capricious manner.
- c. Employees shall not be required to perform "other duties as assigned" as a substantial portion of their duties.

# Appendix L

**OESPA PROPOSAL # 6**  
**July 9, 2021**

L. Paid Holidays and Additional Paid Days Off

1. Paid Holidays for ~~12-month~~ employees shall be as follows:

| 10 Month Employees   | 12 Month Employees   |
|--|--|
| <b><u>6 Paid Holidays</u></b><br>1) Labor Day<br>2) Thanksgiving<br>3) Day After Thanksgiving<br>4) December 24<br>5) December 25<br>6) Martin Luther King Jr.'s Birthday (celebrated) | <b><u>6 Paid Holidays</u></b><br>1) Independence Day<br>2) Labor Day<br>3) Thanksgiving Day<br>4) Day After Thanksgiving<br>5) December 24<br>6) December 25<br><br>Additional Paid Days Off<br>7) New Year's Day<br>8) Martin Luther King Jr.'s Birthday (celebrated)<br>9) Memorial Day<br>10) Employee's Birthday **<br><b><u>11) Juneteenth</u></b><br><br>** The employee birthday is to be taken on the employee's birthday or on a date mutually agreed upon by the employee and his/her supervisor |

# Appendix M

# **OESPA COUNTER TO DISTRICT PROPOSAL #5**

## **Transportation Perfect Attendance Bonus for ~~2021-22~~ 2021-24**

### **July 21, 2021**

In an effort to incent Bus Operators\* and Bus Monitors to achieve perfect attendance, which ultimately ensures the reliable transport of the students of OCPS to and from school, the Transportation Department conducted a three-year pilot of the Perfect Attendance Bonus, hereafter referred to as "Bonus". The purpose of this Bonus was to decrease absenteeism, reward perfect attendance and retain Bus Operators and Bus Monitors. The District wishes to extend this pilot Bonus program for ~~the 2021-22 school year~~ three (3) years.

The description and eligibility criteria of this Bonus are outlined below:

- This Bonus program is an additional ~~three~~one-year pilot. It will commence with the first marking period of the 2021-22 school year. It will sunset on the last duty day of the fourth marking period for the ~~2021-22~~ 2023-24 school year.
- The Transportation Department will evaluate this pilot program at the end of the ~~2021-22~~ 2023-24 school year.
- The total amount of the Bonus will not exceed \$1,100, payable after the employee's last paycheck of the school year.
- The ability to earn the \$1,100 Bonus will be divided into four (4) marking periods. These marking periods shall be defined by the school calendar.
- For each marking period where the employee has perfect attendance, s/he will receive \$250. If the employee achieves perfect attendance for all four (4) quarters, the employee will receive an additional \$100 bonus for the year. To be eligible for the end-of-year, \$100 bonus, the employee must have perfect attendance for all four marking periods.
- Perfect attendance calculations will re-set at the end of each marking period to allow Bus Operators and Bus Monitors four (4) opportunities throughout the school year to earn up to \$1,100.
- The calculation for perfect attendance shall begin with the first day of the first marking period and end with the last day of the last marking period for the school year. New employees will have to complete a full marking period with perfect attendance in order to receive a bonus.
- To receive this Bonus, Bus Operators and Bus Monitors must remain in an active driver and/or monitor position for the entire marking period. They must be in an active employment status when the Bonus is paid to receive the Bonus.
- Absences that will NOT count against perfect attendance are limited to:
  - Jury Duty Leave
  - Court Subpoenaed Leave
  - Military Leave
  - District Sponsored Temporary Duty Elsewhere, TDY (i.e. Emerging Leaders Academy)
  - Union Leave
  - Discretionary Leave (Superintendent approved or Districtwide Shutdown)
  - Bereavement Leave
  - Light Duty (Worker's Comp)
  - Covid Related Leave

All other leave will count as an absence and the employee will be ineligible for the Bonus

**OESPA COUNTER TO DISTRICT PROPOSAL #5**  
**Transportation Perfect Attendance Bonus for ~~2021-22~~ 2021-24**  
**July 21, 2021**

for the marking period in which the leave was taken.

- \* Bus Operators shall include: Bus Operators, CDL Examiners, Driver Trainers and Bus Operators, Sub-Relief

DRAFT

# Appendix N

**DISTRICT COUNTER PROPOSAL TO OESPA COUNTER PROPOSAL  
TO DISTRICT PROPOSAL #5  
Transportation Perfect Attendance Bonus for ~~2021-21~~ ~~2021-24~~ 2021-23  
July 21, 2021**

In an effort to incent Bus Operators\* and Bus Monitors to achieve perfect attendance, which ultimately ensures the reliable transport of the students of OCPS to and from school, the Transportation Department conducted a three-year pilot of the Perfect Attendance Bonus, hereafter referred to as "Bonus". The purpose of this Bonus was to decrease absenteeism, reward perfect attendance and retain Bus Operators and Bus Monitors. The District wishes to extend this pilot Bonus program for ~~the 2021-22 school year~~ three (3) years 2021-22 and 2022-23 school years.

The description and eligibility criteria of this Bonus are outlined below:

- This Bonus program is an additional ~~three~~two-year pilot. It will commence with the first marking period of the 2021-22 school year. It will sunset on the last duty day of the fourth marking period for the ~~2021-22 2023-24 2022-23~~ school year.
- The Transportation Department will evaluate this pilot program at the end of ~~the 2021-22 2023-24 2022-23~~ school year.
- The total amount of the Bonus will not exceed \$1,100, payable after the employee's last paycheck of the school year.
- The ability to earn the \$1,100 Bonus will be divided into four (4) marking periods. These marking periods shall be defined by the school calendar.
- For each marking period where the employee has perfect attendance, s/he will receive \$250. If the employee achieves perfect attendance for all four (4) quarters, the employee will receive an additional \$100 bonus for the year. To be eligible for the end-of-year, \$100 bonus, the employee must have perfect attendance for all four marking periods.
- Perfect attendance calculations will re-set at the end of each marking period to allow Bus Operators and Bus Monitors four (4) opportunities throughout the school year to earn up to \$1,100.
- The calculation for perfect attendance shall begin with the first day of the first marking period and end with the last day of the last marking period for the school year. New employees will have to complete a full marking period with perfect attendance in order to receive a bonus.
- To receive this Bonus, Bus Operators and Bus Monitors must remain in an active driver and/or monitor position for the entire marking period. They must be in an active employment status when the Bonus is paid to receive the Bonus.
- Absences that will NOT count against perfect attendance are limited to:
  - Jury Duty Leave
  - Court Subpoenaed Leave
  - Military Leave
  - District Sponsored Temporary Duty Elsewhere, TDY (i.e. Emerging Leaders Academy)
  - Union Leave
  - Discretionary Leave (Superintendent approved or Districtwide Shutdown)

**DISTRICT COUNTER PROPOSAL TO OESPA COUNTER PROPOSAL  
TO DISTRICT PROPOSAL #5  
Transportation Perfect Attendance Bonus for ~~2021-21~~ ~~2021-24~~ 2021-23  
July 21, 2021**

- Bereavement Leave (with proper documentation from the employee before the bonus is paid)
- Light Duty (Worker's Comp)
- ~~Covid Related Leave~~

All other leave will count as an absence and the employee will be ineligible for the Bonus for the marking period in which the leave was taken.

- \* Bus Operators shall include: Bus Operators, CDL Examiners, Driver Trainers and Bus Operators, Sub-Relief

# Appendix O

## DISTRICT COUNTER PROPOSAL TO OESPA PROPOSAL #5

### Other Duties

July 21, 2021

#### Article IX

##### General Personnel Provisions

###### A. Job Descriptions

1. The Board shall maintain a separate job description for each position listed in Appendix A. It is understood by the parties that every incidental duty connected with the functions enumerated in the job description may not be specifically described and such shall not preclude the required performance of related duties.
  - a. It is understood between the parties that employees ~~normally~~ normally will be assigned duties consistent with those set forth in their job descriptions.
  - b. Specific duties shall not be assigned in a capricious manner.
  - c. ~~Employees shall not be required to perform "other duties as assigned" as a substantial portion of their duties.~~ Recognizing that situations arise requiring employees to "perform other duties as assigned", the parties agree that such tasks shall not be assigned on a continual basis.