



Memorandum of Understanding Staffing Isolation Rooms COVID - 19 (2020-2021)

This Memorandum of Understanding (MOU) dated, 8/21 2020 memorializes the agreement between the Duval County School Board (DCSB) and Duval Teachers United (DTU) (herein collectively the Parties) with regard to UOPD staff providing coverage in the isolation rooms for the 2020-2021 school year. The Parties agree as follows:

Whereas, DCSB desires to staff an isolation room, in which students that may be experiencing symptoms related to COVID-19 are assigned, to assist schools during the COVID-19 pandemic; and

Whereas, the parties desire to address the working conditions and compensation that will govern the UOPD employees who volunteer to work in the isolation rooms during their scheduled workday; and

Whereas, DCSB desires to provide office assistants priority to volunteer first, after which any other willing UOPD employee who chooses to volunteer to serve in the isolation room during their scheduled workday; and

NOW, THEREFORE, the parties agree as follows:

Collective Bargaining Agreement

Unless otherwise expressly agreed upon below, this MOU is only supplemental to the terms of the existing provisions of the Collective Bargaining Agreement.

Eligibility Criteria

Where available, the school will offer the isolation room supplement to office assistants first. In the absence of an office assistant volunteer, the school will offer the supplement to another UOPD employee who elects to volunteer to serve in the isolation room during their scheduled workday. Each school will be given one supplement for the 2020-2021 school year.

Personal Protection Equipment

The following Personal Protective Equipment (PPE) equipment will be provided to the employee who volunteers to work in the isolation room:

- Gloves
- Masks

- Shields
- Paper Gowns

Work Schedule

The UOPD employee working in the isolation room will be available during his/her regular work schedule to monitor students in the isolation room. If an employee chooses to stop working in the isolation room, then the supplement will be prorated based on the portion of the school year worked. Where needed, an employee's work schedule may be adjusted to allow an employee to staff the isolation room, for the 2020-2021 school year. Due to the impact of the COVID-19 Pandemic, all scheduling is subject to amendment upon express notice in advance.

Training

The employee will be provided training on safety procedures and job responsibilities. The training can be viewed at the following link: https://www.youtube.com/watch?v=UM-Q_zpuJGU.


Compensation

As fair and just compensation, UOPD employees that elect to work in the isolation room during the 20-21 school year shall be paid a supplement of \$1000 (\$250 per quarter). The compensation will be prorated based upon the number of quarters completed by the employee. Compensation made pursuant to this MOU shall be considered salary for the purposes of the Florida Retirement System and shall count towards retirement. The payment of the supplement will be remitted in December 2020 and June 2021. UOPD negotiated hourly rate and annual salary will not be negatively impacted by the supplement. No other employment compensation or benefits will be amended by the work or compensation for the coverage in the isolation room.

Further and while this MOU supplements the most current collective bargaining agreement with the procedures outlined herein, it is understood expressly that this MOU shall expire June 30, 2021.

Signature 
Victoria Schultz, Assistant Superintendent,
Human Resource Services
for Duval County Public Schools (DCPS)

Date 8/21/2020

Signature 
for Duval Teachers United (DTU)

Date 8/21/2020