



DUVAL COUNTY
PUBLIC SCHOOLS

Memorandum of Understanding Staffing Isolation Rooms COVID - 19 (2021-2022)

This Memorandum of Understanding (MOU) dated, 8/3 2021 memorializes the agreement between the Duval County School Board (DCSB) and Duval Teachers United (DTU) (herein collectively the Parties) with regards to UOPD staff providing coverage in the isolation rooms for the 2021-2022 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, then 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 2021-2022 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
- Mask
- Shield
- Paper Gown

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 2021-2022 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


For schools with a staffed clinic (Nurse, School Health Aide, Department of Health (DOH) Staff, or contracted employee) - As fair and just compensation, UOPD employees that elect to work in the isolation room during the 21-22 school year shall be paid a supplement of \$500 (\$250 per semester). The UOPD employee that volunteers, will not be the primary contact for the Isolation Room, but rather a support in the absence of the assigned medical staff. 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 2021 and June 2022. 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.

For schools without a staffed (Nurse, School Health Aide, Department of Health (DOH) Staff, or contracted employee) clinic for one or more months per semester - As fair and just compensation, UOPD employees that elect to work in the isolation room during the 21-22 school year shall be paid a supplement of \$1000 (\$500 per semester). 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 2021 and June 2022. 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, 2022.

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

Date 8/3/2021

Signature 
for Duval Teachers United (DTU)

Date 8/3/2021