

MEMORANDUM OF UNDERSTANDING

BETWEEN

CITRUS COUNTY SCHOOL DISTRICT ("District")

AND THE

CITRUS COUNTY EDUCATION ASSOCIATION ("CEA" or "Union")

Citrus eSchool

The purpose of this Memorandum of Understanding is to memorialize the parties' agreement regarding the establishment of Citrus eSchool in the 2021-2022 school year. The District has entered into a franchise agreement with Florida Virtual School for Elementary and will utilize Edgenuity for Secondary online courses, hiring its own teachers to monitor, evaluate, and support student progress in those courses.

The parties mutually agree on the following working conditions for Citrus County teachers assigned to Citrus eSchool:

1. Full-time teachers will be compensated according to the Instructional Salary Schedule. Part-time teachers may be hired on an as needed basis and will be compensated at their hourly rate for one hour per course each regularly scheduled workday. All positions will be posted internally for current Citrus County teachers prior to posting for external applicants.
2. Recognizing the uniqueness of virtual instruction, teachers subject to involuntary transfer due to staff reductions at brick-and-mortar schools will not be force transferred to Citrus eSchool unless there are no other vacancies in the district for which they are qualified.
3. ~~If staff reductions due to declining enrollment in Citrus Virtual become necessary during the school year, volunteers will be sought first for transfer back to brick and mortar.~~
4. Barring significant performance or disciplinary concerns, and provided the request is made by April 1st of the first year with Citrus eSchool, a teacher who wishes to be returned to a brick and mortar setting shall be offered a voluntary transfer to an available position for which he/she is certified in the following school year. (7/21/21)
5. Citrus eSchool teachers, at the secondary level, will not be assigned more than four (4) course preparations per semester, unless agreed to prior to the beginning of the semester. (Note: need additional information)
6. A teacher's student load may vary across a semester based on individual student work pace. We recognize the state does not set class size limits on eSchool courses, however both parties agree that the number of students assigned to a teacher should be reasonable and fiscally attainable.
7. Teachers will be provided a laptop computer and will have access to an on-campus workspace with internet access and district telephone number with voicemail. Teachers will not be required or encouraged to utilize personal device(s). Teachers may be permitted to work remotely provided they have high-speed internet access. Teachers shall be given at least one week notice for any in person scheduled staff meeting.
8. Under the Virtual franchise agreement, Citrus eSchool teachers will be expected to return student and parent communication within 24 hours and grade assignments within 48 hours. Weekends and non-work days shall not be counted in the 24 or 48 hours. To maintain student work pacing and encourage course completion, eSchool teachers will ensure student work is graded as quickly as possible. Teachers may communicate proactively with Administration regarding any concerns(s) in meeting the deadline(s) in the franchise agreement. Administration will take into account any relevant circumstances that are communicated with them.

9. Teachers will be required to establish and publish weekly "office hours" during which students and parents will be able to communicate with the teacher via telephone. ~~These hours will be set by the teacher.~~ These hours will be mutually determined by the teacher and Administration so as not to exceed a 7 ¾ hours workday.
10. Teachers will be expected to comply with the rules and procedures established in the Citrus eSchool staff handbook. **Notification shall be provided to CCEA of any updates or changes.**
11. Full time teachers will be evaluated ~~at the Elementary and middle school level will be conducted~~ by the Citrus eSchool administration. Part-time ~~middle school and high school~~ teachers will continue to be evaluated by their respective school administration.
12. Deficiencies in performance will be addressed by Citrus eSchool administration. Citrus eSchool teachers who are unsuccessful in correcting virtual instruction performance deficiencies after appropriate retraining and supports have been offered could be reassigned to brick and mortar. Citrus eSchool teachers will have the same due process afforded to them as brick and mortar teachers that do not correct deficiencies.
13. During the first year of Citrus Virtual, The District and CCEA will meet ~~quarterly~~ as needed to discuss the ~~implementation~~ status of eSchool.

This MOU shall be in effect through June 30, 2022. The parties recognize that the first year of implementation of any new program could present many opportunities to problem-solve unanticipated challenges. The District and Union mutually agree to revisit and as necessary further modify the terms of this agreement.

Dated this 27 of October 2021

TA #17



For the Board



For the Union