

MEMORANDUM OF UNDERSTANDING

BETWEEN

CITRUS COUNTY SCHOOL DISTRICT ("District")

AND THE

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

Citrus eSchool

In recognition of the sometimes-unique instructional requirements to support virtual learning, the parties mutually agree to the following working conditions for Citrus County teachers assigned to Citrus eSchool for the 2023-2024 school year. There is no intent to limit, modify or diminish any rights or privileges contained within the collective bargaining agreement except as expressly stated herein.

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. 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.
4. 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).
5. 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.
6. When required by franchise agreement, teachers will be expected to return student and parent communication within 24 hours and grade assignments within 48 hours. Weekends and non-workdays shall not be counted in the 24 or 48 hours. 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.
7. 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 mutually determined by the teacher and Administration so as not to exceed a 7 ¼ hours workday.
8. Teachers will be expected to comply with the rules and procedures established in the Citrus eSchool staff handbook.
9. Full time teachers will be evaluated by the Citrus eSchool administration. Part-time teachers will continue to be evaluated by their respective school administration.
10. 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 who do not correct deficiencies.

11. The District and CCEA will meet as needed to discuss the status of eSchool.

This MOU shall be in effect through June 30, 2024. The parties recognize that the early years 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 13 of September, 2023



For the Board



For the Union