

# **Addendum to the Master Contract**

**between**

**School Board of Okaloosa County**

**and**

**Okaloosa County Education  
Association**

**Agreement reached at the table July 22, 2019**

## ARTICLE VI - TEACHING CONDITIONS

O. (para 4)

ESE teachers responsible for ~~IEPs~~ *managing an IEP caseload*, will be provided four (4) days *and \$750* per school year to complete required paperwork and/or to hold IEP meetings. ~~If an ESE teacher isn't provided a duty period to complete IEP development, or provided a daily paperwork period, in lieu of taking these four days, the ESE teacher may elect to be paid \$750 for the school year for developing students' IEPs on their caseload.~~ The District ESE department will verify each teacher's caseload. ~~However,~~ *During* a Florida DOE FEFP FTE/Transportation audit year, ESE teachers *managing an IEP caseload* who elect the payment option will receive *an additional \$150 for a total of \$900*. If the teacher chooses this option and fails to complete the student IEP's, the teacher will forfeit the money ~~and will lose the ability to select the monetary option for three years.~~

~~U. It will be the teacher's responsibility to provide daily lesson plans. The teacher should have an emergency lesson plan available.~~

## ARTICLE VIII - TEACHERS AUTHORITY AND PROTECTION

*M. Teachers will receive communication from a dean or administrator regarding disposition of a written discipline referral within five (5) workdays after the referral is submitted by the teacher.*

## ARTICLE XII - LEAVES

D. Personal Leave Without Pay

Absences without approved leave are subject to disciplinary action and/or termination. Employees can be assured that all requests for ~~leave without pay~~ *Leave without Pay (LWOP)* will be submitted to the School Board with a recommendation by the Superintendent for approval or non-approval. Employees on personal ~~leave without pay~~ *Leave without Pay* will not be allowed to switch to paid leave without first coming back to work. This provision shall have no effect on the use of the sick leave pool.

Any leave taken under this section that qualifies for leave under the Family Medical Leave section of the Article shall be taken in conjunction with the Family Medical Leave section.

If an employee is listed on the Leave without Pay report for taking unpaid leave without their supervisor's approval, the employee will be removed from the Leave without Pay report if the employee does not receive ~~an additional warning~~ *additional LWOP-related discipline* for twenty-four (24) months.

I. Parental Leave

1. The School Board shall grant unpaid leave for the purpose of child bearing, adoption and/or child rearing for up to one (1) year, provided sufficient notice is given and that a contractual relationship exists which will be in effect during the period of leave. Prior to the

commencement of such leave, the employee may utilize any portion of accrued sick leave. If possible, the effective date for the suspension of services shall be mutually agreed to by the employee and immediate administrative supervisor. Such decisions shall be based on, but not limited to, physical condition, effectiveness in performing assigned duties, availability of replacement, term of service required for credit for a year of service, and the recommendation of the attending physician. ***The employee will not be allowed to return to work during parental leave for flex days, pre-planning, post-planning or any other paid or compensatory status unless he or she agrees to terminate the leave period.***

#### L. Family and Medical Leave Act

The Board will comply with the Family and Medical Leave Act of 1993. The Family and Medical Leave Act entitles an "eligible employee" to take up to a total of 12 work weeks of unpaid leave during any 12-month period for the birth of a child and to care for such child, for the placement of a child for adoption or foster care, to care for a spouse or an immediate family member with a serious health condition, or when he or she is unable to work because of a serious health condition. To be eligible for leave, an employee must have worked for the District for at least 12 months and for at least 1,250 hours during the 12-month period preceding the commencement of the leave. Employee benefits ***to include sick leave*** shall not be diminished due to compliance with the Family and Medical Leave Act. ***Sick Leave earned while on FMLA can only be used after employee returns to work.*** Family Medical Leave does include unpaid days taken under Parental/Maternity or absence due to illness.

### **ARTICLE XIV-PROFESSIONAL DEVELOPMENT**

~~D. The Professional Development Department will pre approve, in writing, college courses the employee is told to complete, if teaching out of field or for additional certification endorsement. Pre approval is not required for certificate renewal purposes.~~