



MEMORANDUM OF UNDERSTANDING

**BETWEEN
THE SCHOOL DISTRICT OF POLK COUNTY, FLORIDA
AND
THE POLK EDUCATION ASSOCIATION, INC.**

**SOCIAL WORKER
STUDENT NON-ENROLLMENT ASSISTANCE SUB-GRANT**

The **SCHOOL DISTRICT OF POLK COUNTY, FLORIDA** (D/B/A Polk County Public Schools) (**District**) and the **POLK EDUCATION ASSOCIATION, INC. (PEA)** as evidenced by the respective signatures below, are parties hereto and agree to this Memorandum of Understanding (MOU) as more specifically set forth herein.

WHEREAS, the PEA is the certified bargaining agent for the District, and the District is the employer and a party to the Teacher Collective Bargaining Agreement (CBA); and,

WHEREAS, the Elementary and Secondary School Emergency Relief (ESSER 2) funds under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act are education stabilization funds provided to school districts to address the impacts that the Novel Coronavirus Disease 2019 (COVID-19) continues to have on schools in Florida; and,

WHEREAS, the ESSER 2 Non-Enrollment Assistance Sub-Grant provides funds for the continuing identification of students by grade level who meet the initial criteria for Non-Enrolled Students.

NOW, THEREFORE, the parties agree as follows:

1. Scope of Work:

- a. Social workers are eligible to participate in additional duties beyond the regular duty day that should be assigned by their supervisor(s). All work completed should be pursuant to identifying and re-enrolling students not currently enrolled due to the COVID-19 pandemic or to ensure students remain enrolled and regularly attend school in order to mitigate learning loss associated with the COVID-19 pandemic.



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- b. Throughout the school year social workers have coordinated with the Information Services Department and school staff to identify non-enrolled students and provide ongoing communication and support to students in an effort to re-enroll each student. Staff will continue to provide identification and support activities throughout the school year in an effort to identify, contact, and re-enroll 100% of the non-enrolled students residing in Polk County.
 - i. Ongoing review of student enrollment data.
 - ii. Individual parent/student contacts of unenrolled students.
 - iii. Persistent follow up communications.

2. Compensation:


- a. School and District-based social workers will be compensated at their regular hourly rate of pay for the supervisor-assigned duties.
- b. Additional work hours under this agreement should occur on or before September 30, 2023.
- c. Special Activity Pay Report forms must be received in the Federal Programs Department before October 15, 2023 in order to be eligible for payment.
- d. The grant will be monitored to ensure that additional duties are not approved by the supervisor after the funding is expended. Payment is contingent upon the approval of sub-grant funds.
- e. Provisional Substitutes are not eligible for any pay under this Agreement.
- f. Kelly Educational Services substitutes are not eligible for any pay under this Agreement.

This agreement will expire when the sub-grant has been expended, and no later than October 31, 2023.



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POLK EDUCATION ASSOCIATION, INC. POLK COUNTY SCHOOL DISTRICT

By: 
Stephanie Yocum
President
Polk Education Association

By: 
Frederick R. Heid
Superintendent
Polk County Public Schools

5/11/20
Date

5/13/22
Date

- c: Jason Pitts, Chief of Staff
- Brian Warren, Associate Superintendent, Human Resource Services
- Andrew Baldwin, Senior Director, Federal Programs
- Business Services Finance and Payroll Departments
- Human Resource Services Personnel Department