



**MEMORANDUM OF UNDERSTANDING DIFFERENTIATED  
ACCOUNTABILITY (DA) and TURNAROUND OPTION PLAN (TOP)  
RETENTION AND PERFORMANCE INCENTIVES FOR CRYSTAL  
LAKE MIDDLE SCHOOL AND NORTH LAKELAND ELEMENTARY**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL DISTRICT OF POLK COUNTY, FLORIDA AND  
THE POLK EDUCATION ASSOCIATION, INC.  
2025-2026  
CRYSTAL LAKE MIDDLE SCHOOL AND NORTH LAKELAND  
ELEMENTARY**

The **SCHOOL DISTRICT OF POLK COUNTY, FLORIDA** (D/B/A Polk County Public Schools) (**PCPS/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 party to the Teacher, Paraeducator, and Educational Support Personnel Collective Bargaining Agreements (CBA) with the PEA; and,

**WHEREAS**, [Section 1008.33](#), *Florida Statutes* (2023), authorizes the State Board of Education to apply intensive intervention and support strategies tailored to the needs of schools earning consecutive grades of "D" or a grade of "F." PCPS must immediately implement intervention and support strategies prescribed in rule and by September 1 provide the FDOE with the memorandum of understanding negotiated pursuant to [s. 1001.42\(21\)](#); and,

**WHEREAS** [Section 1001.42\(21\)](#), *F.S.* (2023), provides that an educational emergency exists when one or more schools in the District have a school grade of "D" or "F," and PCPS must implement intervention programs and support strategies to improve student performance, and provide the FDOE with a negotiated memorandum of understanding regarding the selection, placement, and expectations of instructional personnel in these schools.

**NOW, THEREFORE**, with the mutual goal of increasing student achievement the parties agree to additional expectations and requirements for school-based staff for the 2025-2026 school year.

1. **Retention Incentive**-Teachers, Paraeducators and Educational Support Personnel who have worked at the school since the first contract day for that employee group or position will receive the following incentive. Employees must be active the entire quarter to receive this incentive. Employees will be paid with the Supplemental Pay App.
2. **Sign On Incentive**-Teachers, Paraeducators and Educational Support Personnel who transfer or are newly hired after the first contract day of the 25-26 SY will receive the full value of the retention incentive as though they were at the school from the first contract day. This provision defines the sign on incentive to assist in recruiting staff and will be paid with the Supplemental Pay App.



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Teachers-

1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	Total
\$1,250	\$1,250	\$1,250	\$1,250	\$5,000

Paraeducator-

1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	Total
\$625	\$625	\$625	\$625	\$2,500

Educational Support Personnel-

1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	Total
\$375	\$375	\$375	\$375	\$1,500

Employees are not eligible for the Retention/Sign On incentive while on an approved leave or Paid Administrative Leave (PAL). Should the allegation that placed the employee on PAL be found to be not sustained, the incentive will be provided to the employee retroactively with the Supplemental Pay App.

### **3. School Performance Incentives**

Teachers of ELA and/or Math contents as well as other content areas (all teachers) will receive \$5,000 if the school receives a grade of "C" or higher. Employees will be paid with the Supplemental Pay App. The teacher must be active to receive the incentive. Otherwise, they would receive the incentive upon return to active status.

### **4. Student Performance Incentives**

Consistent with Section 1012.22, F.S. (performance-based pay requirements) K-8 Teachers of ELA and/or Math, grades 4-8 ELA and/or Math with an effective or highly effective VAM or teachers with a growth metric set by the district from PM1-PM-3 from the state progress monitoring assessment (to be developed) will receive \$5,000. Employees will be paid with the Supplemental Pay App. The teacher must be active to receive the incentive. Otherwise, they would receive the incentive upon return to active status.





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**Summary of Incentives**

<b>Incentive</b>	<b>Amount</b>	<b>Description</b>	<b>Employee Group(s)</b>	<b>Payment Method</b>	<b>Payment Timeline</b>
<b>Retention</b>	<b>\$5,000</b>	<b>Current employees at school since first contract day of 25-26 SY.</b>	<b>All Teachers Paraeducator ESP</b>	<b>Supplemental Pay App</b>	<b>Pay period at the end of the month following each nine weeks.</b>
<b>Sign On</b>	<b>\$5,000</b>	<b>Transferred or newly hired employees after first contract day of 25-26 SY.</b>	<b>All Teachers Paraeducator ESP</b>	<b>Supplemental Pay App</b>	<b>Pay period at the end of the month following each nine weeks.</b>
<b>School Performance</b>	<b>\$5,000</b>	<b>School grade of "C" or higher.</b>	<b>All Teachers</b>	<b>Supplemental Pay App</b>	<b>Pay period at the end of the month following release of school grades.</b>
<b>Student Performance</b>	<b>\$5,000</b>	<b>K-8 Teachers of ELA and/or Math, grades 4-8 ELA and/or Math with an effective or highly effective VAM or teachers with a growth metric set by the district from PM1-PM-3 from the state progress monitoring</b>	<b>Teachers- ELA and/or Math Contents</b>	<b>Supplemental Pay App</b>	<b>Pay period at the end of the month following PM-3 or VAM scores as applicable.</b>



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		<b>assessment (to be developed)</b>			
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**5. Teachers Reassigned from Central Office**

Teachers will be paid an incentive of \$250/week for temporary instructional reassignment during recruitment initiatives to fill instructional vacancies. Teachers will be paid with the Supplemental Pay App and receive appropriate mileage reimbursement. Mileage will be calculated from central office to school location and back daily. Mileage to North Lakeland Elementary will be \$120.54 and \$86.59 for Crystal Lake Middle School. Mileage will be paid through the Supplemental Pay App. Reassignment incentives will cease upon the first day a candidate is scheduled with students for the position the teacher is serving. Teachers reassigned under this provision are not eligible for the retention, sign on, school performance or student performance incentives.

**Additional Provisions**

- Application Process:
  - Staff interested in the incentive program must apply for a posted vacancy at one of the TOP Schools and notify the Recruitment and Engagement Office by September 19, 2025, at [jobs@polk-fl.net](mailto:jobs@polk-fl.net).
- Verification:
  - Human Resources will verify eligibility, including certification, VAM rating, assignment, and employment status, consistent with §1012.34, Fla. Stat. and Article XV of the CBA
- Limitations:
  - This program applies exclusively to instructional personnel as defined in §1012.01(2), Fla. Stat.
  - Funding is limited to allocations provided to Differentiated Accountability/Turnaround schools with an approved Turnaround Option Plan under §1008.33, Fla. Stat.
  - Nothing in this MOU alters or supersedes contractual protections under Article XXII – Professional Compensation
  - Separation (termination, 90 probationary release, retirement, or resignation) from the school or PCPS invalidates eligibility.
  - Employees assigned by the district but support these schools-for example, ESE facilitators or itinerant staff are not eligible as they are not permanent staff members for these schools.
  - Contracted employees outside of PCPS are not eligible for these incentives.
- Notification:
  - Teachers selected to receive the bonus will be given official written notification from Human Resources.





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**Duration**

This MOU is effective for the 2025–2026 school year only, unless extended by mutual agreement of the Board and the Association, consistent with Article II – Negotiations Procedure of the Collective Bargaining Agreement.

**This Memorandum of Understanding will expire June 30, 2026.**

**POLK COUNTY SCHOOL DISTRICT**

By: \_\_\_\_\_

**Frederick R. Heid  
Superintendent  
Polk County Public Schools**

Date

9/15/25

**POLK EDUCATION ASSOCIATION, INC.**

By: \_\_\_\_\_

**Stephanie Yocum  
President  
Polk Education Association, Inc.**

Date

9/16/25

- c: Tracy Collins, Chief of Schools  
Jason Pitts, Operations, Deputy Superintendent  
Joseph McNaughton, III, Associate Superintendent, Chief Academic Officer  
Telay Kendrick, Chief of Human Resource Services  
Brian Warren, Chief of Labor and Employee Relations  
Nicole Bennett, Regional Assistant Superintendent, Transformation/SI (Contact)  
Andrew Baldwin, Senior Director, Federal Programs & Grant Management  
Business Services Finance and Payroll Departments  
Human Resource Services