

For Ratification

Addendum to the

Master Contract

between

School Board of Okaloosa County

and

**Okaloosa County Educational
Support Professional Association**

Agreement reached at the table July 26, 2016

ARTICLE 7 – WORKING CONDITIONS

F. Additional Working Conditions for Bus Drivers

4. Any route (for both drivers and transportation assistants) that becomes vacant will be posted on a designated bulletin board at the transportation offices within five (5) working days. The transportation department will send a copy of the route to the Association at least three (3) working days prior to the route being permanently filled. Bus routes (for both drivers and transportation assistants) for the new school year will be posted six (6) working days, not to include weekends or holidays, prior to the students' first day of school at all three bus barns. All postings shall include a route description, date of posting, and other appropriate information and shall be posted for six (6) working days. In filling the route vacancy (for both drivers and transportation assistants) the Board shall *in no particular order* first use length of continuous uninterrupted service with the Okaloosa School District, then evaluations (when finalized), and third, qualifications for driving the bus *or being a transportation assistant* assigned to the route. In the event that two (2) or more drivers/assistants are equal in the above criteria, then geographic location of the driver/assistant's residence to the bus shop shall break the tie. Any route which begins or ends in Destin, west of Hurlburt Field gate, five (5) or more miles from the Niceville bus shop and five (5) or more miles from the Crestview bus shop will be assigned by the transportation department to a driver if they live within the same area. If a driver does not live in the same area the route will be posted the same as any other route and the bus will be parked at the bus barn. All routes shall be filled by receiving driver/assistant within seven (7) working days.

22. Prior to transporting students on a school bus, each driver shall meet the following requirement(s):

g. Demonstrate physical and mental capabilities required to carry out all assigned responsibilities as a school bus driver *and transportation assistant*.

K. Probation and Termination

1. New employees are classified as any person entering the School District for the first time or who have resigned and returned. New employees shall be considered probationary for the first six (6) months during which time employees may be terminated without cause. Summer weeks not worked by nine or ten month employees will be excluded from the six (6) months. After an employee has been employed by the employer for more than six (6) months, termination shall be for just cause.

a. If someone is hired in a position not in the approved staffing pattern and that position is less than six (6) calendar months, they should be given that information in writing at the time the job is offered and will not be renewed for the following school year. However, if the employee is rehired into a position at the same worksite in the approved staffing pattern the following year with no break in

service, the probationary period will follow the language in the above paragraph.

2. *Positions for which the job duties are project oriented and which are funded from contracts, grants, or other sources of funds that are expected to be available only for a specified period may be designated as time limited. Employees hired in these positions should be given that information at the time the job is offered. Should the employee be hired by the district in a staffing pattern position they will keep their original hire date.*
3. Before termination by the School Board, the following procedure shall occur:
4. *An employee who is absent from the workplace for three (3) or more consecutive workdays without authorized leave shall be considered to have abandoned his/her position and resigned from the District.*

Article 10 – Transfers, Reassignment and Vacancies

- A. Vacancies defined
 2. Employees will have *three (3)* working days in which to apply prior to filling of any vacancies.

ARTICLE 13 - COMPENSATION

B. General Provisions

11. Employees that proctor or administer state assessments will be paid \$5 per hour in addition to their normal wage. Support professionals will not be required to administer DEA without a teacher present. *Proctoring should be rotated equally among all qualified support staff that do not require coverage.*

AGREEMENTS

Salary Schedule: Step and 1% general improvement

Restructure Pay Grade II – Pay Rate for Step 1 will become Pay Rate for Step 0 and all other pay rates will shift down one step and a new pay rate will be established for Step 21.

Longevity and Supplements: 1% general improvement
School Bookkeeper Supplement
Elementary \$250
Middle \$334
High \$417

Interpreter-ESL Supplement \$1.08

Lead Custodians hired prior to July 1, 2011 will be held harmless.