

Memorandum of Understanding

Between the Board of Education of Carroll County (Hereinafter "County Board" or "Board")

and

The American Federation of State, County, and Municipal Employees Local 2741/Council 3 (Hereinafter "Association" or "AFSCME")

regarding

Establishing a sign-on bonus to any new Plant Maintenance and/or Plant Operations employee represented by AFSCME who is hired through December 31, 2023.

WHEREAS, the COVID-19 pandemic resulted in persistent staffing challenges in Carroll County Public Schools (CCPS), particularly for Plant Operations staff;

WHEREAS, the nationwide labor shortage has impacted the recruitment and hiring of Plant Operations staff;

WHEREAS, CCPS Plant Maintenance and Plant Operations employees serve an integral role in ensuring that CCPS schools operate daily for in-person instruction in a safe manner;

WHEREAS, the Board and AFSCME desire to work cooperatively in mutual recognition that CCPS students' success is based on the efforts of CCPS staff;

NOW THEREFORE, intending to be legally bound hereby, the parties agree as follows to short-term strategies, aimed to address staffing challenges and ensure the safe operations of CCPS schools:

1. Sign-on Bonus:

- a. Newly hired Plant Operations employees will receive a sign-on bonus.
- b. The sign-on bonus is \$1000 to be paid to those Plant Operations employees who meet the criteria above in two installments as follows. The first \$500 shall be paid at the next pay date following successful completion of 45 duty days of employment. The second \$500 installment shall be paid at the next pay date following successful completion of the employee's probationary period.
- c. Current contractual employees leaving contractual employment who then apply for or seek a transfer to contractual or hourly Plant Maintenance or Plant Operations positions within the time frame of this MOU will not be eligible.

2. Referral Bonus:

- a. Existing AFSCME-represented Plant Maintenance or Plant Operations employees may receive a referral bonus under the conditions below.
- b. Each new hire must provide a completed CCPS/AFSCME referral form listing one (1) referring AFSCME-represented Plant Maintenance or Plant Operations employee who referred them to CCPS at the time of onboarding for the referral bonus to be awarded.
- c. Referral bonus will be awarded after the successful completion of the newly hired Plant Maintenance or Plant Operations employee's probationary period.
- d. The referral bonus is \$500 to be paid to those AFSCME-represented employees who meet the criteria above at the next pay date following the time that all criteria are met.

3. Addressing Staffing Shortages in Schools

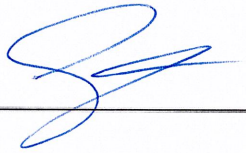
- a. Separate from the formal negotiations process, in order to address the impact that persistent staffing shortages, have had on schools, the Board will temporarily increase the FTE of floater custodian positions. The following mutually agreed to terms and conditions will apply to all floater custodians during the time period of this MOU.
- b. The floater custodian job announcement will be published as an on-going opening for a pool unless or until all vacancies are filled.
- c. Existing CCPS Plant Operations staff are not eligible to apply for these additional floater positions.
- d. Floater custodian work assignments will be coordinated by Plant Operations leadership based on the priority needs of the schools.
- e. All floater custodians will be reimbursed for their work-related mileage under the following terms:
 - i. A standard mileage total will be set for each floater custodian that is defined as the distance from the floater's residence to Plant Operations.
 - ii. Each day the floater will record his/her mileage from home to the assigned school/work location for that day. Any mile(s) for that day greater than the standard mileage is eligible for reimbursement at the CCPS/IRS reimbursement rate at that time.
 - iii. The floater custodian will submit his/her mileage form to Plant Operations leadership on a monthly basis to be processed for reimbursement.
- f. At the point that adequate staffing, as determined by Plant Operations leadership on or before December 31, 2023, is achieved and school needs have been better addressed, floater custodians above the permanent budgeted FTE amount will be assigned to school-based custodian positions as they are available. Assignment of custodians in this process will occur in the following manner:
 - i. First, volunteers will be sought for each school position;

ii. If there are no volunteers, then Plant Operations leadership will assign.

4. Terms and Conditions of this MOU:

- a. This MOU is not setting precedent or past practice.
- b. Both parties agree to review the progress of this initiative 60 calendar days after date signed and modify, if needed, through mutual agreement.
- c. This MOU does not constitute a permanent modification to the AFSCME Master Agreement, especially Articles V and X, and is for the period of this signed MOU through December 31, 2023.
- d. This MOU may be extended beyond December 31, 2023, upon agreement by both parties.

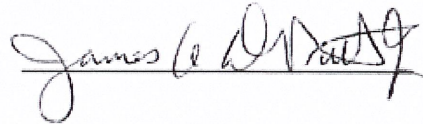
For the Board of Education



Date:

4/27/23

For AFSCME



Date:

4/25/2023