

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE PALM BEACH COUNTY CLASSROOM TEACHERS ASSOCIATION (CTA)
AND
THE SCHOOL DISTRICT OF PALM BEACH COUNTY (DISTRICT)**

The School Board of Palm Beach County (the "District") and the Palm Beach County Classroom Teachers Association (the "CTA"), as evidenced by the respective signatures below, agree to this Memorandum of Understanding ("MOU") related to the Palm Beach Check-In/Check-Out Stipend for the Point of Contact ("POC") at each District-run school.

General Provisions

The Parties recognize the need to prevent and reduce school violence by training school personnel and educating students on preventing school violence, including strategies to improve a school climate. To reach this goal, the District will intervene to improve students' relationship competence with each other and with at least one trusted adult at each school site. This will be accomplished by implementing Palm Beach Check-In/Check-out ("PBCICO"), an intervention that ensures that every student has at least one caring adult that they can trust at their school and that this person is trained to mediate students' interpersonal conflicts and promote their sense of belonging and feelings of safety. Therefore, the Parties agree to provide a selected staff member at each school site with a stipend of \$700 annually, minus standard deductions, to serve as the POC for the PBCICO intervention. The selected POC will assume this assignment voluntarily, and has the right to decline the assignment. The POC will be responsible for implementing the day-to-day site-based activities of the program, identifying and managing the school-based adult participants, training and supporting site-based mentors, and coordinating outreach to potential students in need of the program. The POC and selected school mentors will be privy to sensitive student information and will agree to protect that information under the Family Educational Rights and Privacy Act (FERPA). As Mandatory Reporters under Chapter 39 of the Florida Statutes, the POC and school mentors will be required to properly report any knowledge or suspicion of abuse to the Florida Abuse Hotline of the Department of Children and Families. To earn the stipend, the designated PBCICO POC must accomplish the following tasks:

- Attend the PBCICO one-time POC Launch Meeting for 2 hours
- Attend 30-minute monthly PBCICO status meetings
- Select student participants for the program
- Select and train school mentors
- Monitor the implementation of the program
- Provide feedback on the successes and difficulties encountered

Compensation

For completing all required tasks, each POC will receive \$400 in FY24, minus standard deductions. Beginning in FY25, each POC will receive \$700 annually, minus standard deductions, for completing all required tasks. The stipend payment will be distributed as one lump sum at the end of the year.

Duration

This MOU will become effective upon the Parties' representatives affixing their signatures below and will expire on June 30, 2026.

**For the Palm Beach County
Classroom Teachers Association**



Gordan Longhofer, President

Date: 3/25/2024



Justin Katz, Executive Director

**For the School District of
Palm Beach County, Florida**



Michael J. Burke, Superintendent

Date: 3/29/24



Keith Oswald (Mar 27, 2024 15:40 EDT)

Keith Oswald, Chief of Equity and Wellness

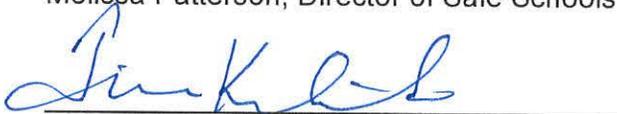


Heather Frederick, Chief Financial Officer



Melissa Patterson (Mar 27, 2024 13:53 EDT)

Melissa Patterson, Director of Safe Schools



Tim Kubrick, Chief of Human Resources