

Board Proposal

July 10, 2023

MEMORANDUM OF UNDERSTANDING

Department of Transportation Services Return to Work Supplement

In recognition of, and appreciation for, the efforts of the District's bus drivers, relief drivers, and transportation assistants, in safely transporting Pasco County Schools students under difficult circumstances brought on by staff shortages and a shrinking workforce during the 2022-2023 school year, the District is proposing a return to work supplement for eligible transportation employees during the 2023-2024 school year, contingent upon the eligibility outlined below.

Eligibility:

1. The return to work supplement is for bus drivers, relief bus drivers, and transportation assistants only (eligible transportation employees).
2. All eligible transportation employees must have worked all or at least part of the 2022-2023 school year, as either a bus driver, relief bus driver or transportation assistant, and be employed by the District as either a bus driver, relief driver, or transportation assistant on the last day of their contract on May 26, 2023.
3. All eligible transportation employees must return to work for the 2023-2024 school year as either a bus driver, relief bus driver or transportation assistant and work all of the following days:
 - a. Both Inservice/Department Training days: July 25 and August 2 for eligible transportation employees at the West, Northwest and South garages, July 26 and August 2 for eligible transportation employees at the East, Southeast and Central garages;
 - b. August 3 for Trial Run day;
 - c. August 10 through September 5;
 - d. All eligible transportation employees must have perfect attendance for the above 21 days. Perfect attendance is defined as being at work for the entire day of the employee's shift and/or inservice session. Employees who are unable to report to work/inservice for the entire day of the above listed days, regardless of the reason, will not be eligible for the supplement.
4. To be eligible for the return to work supplement, an eligible transportation employee must remain actively employed by the District through November 1, 2023.
5. Eligible transportation employees must also maintain satisfactory attendance, by not using more sick/personal time than they accrue, from September 6 through November 1, nor receive documentation for poor attendance during that time, to be eligible for the return to work supplement.

Supplement Breakdown:

1. Approximately \$263,000 in non-recurring funding has been made available for the return to work supplement payments. Approximately \$59,350 of this amount must be used to cover the required benefits (Social Security, Medicare, FRS, Unemployment Insurance, Workers Compensation Insurance, etc.) associated with the supplement payments, leaving approximately \$203,650 for the actual supplement payments to eligible transportation employees.

2. Each eligible transportation employee who meets all five of the requirements in the Eligibility section above will receive an equal share.
3. The exact amount of each share will depend on how many eligible transportation employees meet all five of the requirements in the Eligibility section above.

Other Considerations:

1. The supplement is non-recurring and does not become part of the eligible employee's base salary.
2. The supplement payment is for the 2023-2024 school year only.
3. The supplement will be subject to applicable withholdings.
4. The supplement shall be paid no later than the last scheduled pay date in December 2023.
5. The District and Union agree that the Return to Work Supplement outlined in this memorandum is contingent upon state and/or federal approval of the amendment to the District's plan to utilize federal COVID relief funds (i.e., ESSER I/II and/or America Rescue Plan funds) and receipt of these funds for this program.

End of Memorandum

For the Board

Date

For the Union

Date