

MEMORANDUM OF UNDERSTANDING

Between the
St. Johns County School District
And the
St. Johns Education Support Professional Association
2026-2027 School Year

“Critical Temporary Support Positions”

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association to be referred to as “Critical Temporary Support Positions” beginning July 1, 2026, to June 30, 2027. Both parties agree that the need to fill posted vacancies with internal staff on a temporary basis is still a need as we approach the summer months when it is a critical time to deep clean our facilities without students present and maintain services during the 2026-2027 school year. These temporary positions may be temporarily filled with a “Temporary Regular Part Time” basis (working a consistent schedule with identified days and hours until the vacancy is filled).

Both parties to the items below:

1. The memorandum only applies to these positions: Bus Attendant, Clerk, Custodian, Extended Day Aide, Food Service Worker, Paraprofessional and ESE Paraprofessional.
2. These temporary positions will be paid at \$15.00 per hour (ESE Paraprofessionals will receive \$15.75).
3. Payments will be made in accordance with the Fair Labor Standards Act rules when overtime applies and overtime compensation will be at the blended rate.
4. The district will continue to post vacancies for which these temporary positions are assisting (both internally and externally) and actively interview to fill open slots with non-temporary hires.
5. Once a vacancy is filled with a non-temporary hire, that specific “critical temporary support position” will immediately end.
6. Critical Temporary Support Positions that become available shall be posted and filled under the following procedures:
 - a. emailed and posted*, first, in the school where the vacancy exists for a period of two (2) days. Priority consideration will be given to qualified support staff first, followed by instructional then administrative personnel from within the school where the vacancy exists.
 - b. If not staff member is interested and/or qualified after two (2) days, the position will be emailed to the Administrative Assistant in Human Resources for a district email distribution to all employees.
 - c. If interested, District employees should email the designated Principal regarding the posted position.
 - d. School Administration with openings will contact individuals expressing interested in posted position(s), giving priority to support staff first. Interviews will occur when more than one staff member expresses interest in a single position. In the event no support staff applies or qualifies, the school

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administration will then consider instructional and administrative staff that have expressed interest. The same interview process will occur until an employee is selected.

7. All work completed in the “critical temporary support position” must be completed outside of the employee’s work hours of their regularly established position.

*Posted shall include but is not limited to an email to all employees and a hard copy of the email displayed near employee mailboxes, in faculty lounges, or union bulletin board, etc.

This memorandum shall commence effective July 1, 2026, through June 30, 2027.

Bethany Koch 7/9/26
Bethany Koch Date

Patric Snodgrass 7/9/26
~~Wayne King~~ Date
Patric Snodgrass