

**Memorandum of Understanding  
Between the  
St. Johns County School District  
And  
St. Johns Educational Support Professional Association  
2020-2021**

Due to the current State of Emergency, the St. Johns County School Board has taken action to change the master calendar requiring the school year to begin for students on August 31, 2020, reducing spring break to 3 days and ending the school year for students on June 10, 2020. The district understands that this change has an effect on the pay calendars that had already been published.

The district will adjust the work schedules of support staff to assist with the changes in the pay calendars. Insurance deductions will occur between September 15, 2020 and June 15, 2020 (19-paychecks).

**I. 12-Month Support Staff (252 days):**

The changes to the calendar does not affect these staff members.

**II. 10-Month Paraprofessionals and Clerks and Extended Day Aides (196/190 days):**

**Full-Time (196 days) and Part-Time (190 days):** Paraprofessionals and clerks will return to work on August 11 and August 12 to receive a paycheck on August 14, 2020. Any employee that does not return to work on these days will be required to follow leave procedures and use their leave time. The paycheck on August 14, 2020 will consist of two days of work.

Paraprofessionals and clerks will come to work on August 13. They will be off from August 14 – August 24; returning back to work on August 25. The paycheck on August 31, 2020 will include 3 workdays (August 13, 25, and 26).

**III. 10-Month Bus Drivers and Food Service Workers (187/181 days):**

**a. These employees will receive one additional day of work for the 2020-2021 school year.**

**Full-Time (187 days):** Bus drivers and food service workers will return to work on August 13, 2020. Any employee that does not return to work on this day will be required to follow leave procedures and use their leave time. Two paid holidays will be “advanced from Veterans’ Day and Martin Luther King Day” so that the employee may receive a check for 3 workdays on August 31, 2020. Bus drivers and food service workers will be off from August 14 – August 27; returning back to work on August 28, 2020.

**Part-Time (181 days):** Bus drivers and food service workers will return to work on August 13, 2020. A paycheck will be distributed for 1 workday on August 31, 2020. Bus drivers and food service workers will be off from August 14 – August 27; returning back to work on August 28, 2020.

*Cathy Weber*

**Cathy Weber**  
**Chief Negotiator, SJCS**

*7-29-20*

**Date**

*tamara r whitaker*

**Tammy Whitaker**  
**Chief Negotiator, NEFSU**

7/29/2020

**Date**