

MEMORANDUM

January 11, 2024

TO: All School Principals
All School UTD Building Stewards

FROM: Nelson Izquierdo Jr., Assistant Superintendent
Office of Labor Relations and Compensation Administration

Karla Hernandez-Mats, President
United Teachers of Dade

SUBJECT: 2024-2025 EDUCATIONAL EXCELLENCE SCHOOL ADVISORY COUNCIL (EESAC) WAIVERS

I. *Educational Excellence School Advisory Council (EESAC) and Alternate Supplement Model Waivers (Form #4256)*

Educational Excellence School Advisory Councils (EESAC) have been established at each school and are charged with the responsibility of assisting in the preparation and evaluation of School Improvement Plans (SIP). One of the key components of a high quality education system is increasing local flexibility. Schools may request waivers to labor contract provisions, including an alternate supplement model, provided that the waivers support one or more objectives and/or strategies of the SIP. **All EESAC and Alternative Supplement Model (ASM) waivers are subject to faculty vote annually in accordance with the Miami-Dade County Public Schools (M-DCPS)/United Teachers of Dade (UTD) Collective Bargaining Agreement.** EESAC Waiver Procedures, which provide comprehensive instructions are attached.

Submitted waivers shall be reviewed by the appropriate District office based on their content and by a joint M-DCPS/ UTD subcommittee of the Professionalization of Teaching Task Force and must be included as part of the SIP. Subsequent to this review, all SIP waivers shall be presented to the School Board for approval as part of the SIP review process prior to the beginning of the school year. Accordingly, **all schools must complete the attached 2024-2025 Educational Excellence School Advisory Council (EESAC) Waivers to Labor Contract Provisions Signature Form (with appropriate attachments) whether the school is requesting a waiver or not. Completed 2024-2025 EESAC Waiver forms must be HAND DELIVERED to the respective Region Office on the date specified for each Region.**

The form to be used to process unique supplements under the ASM is attached. **Principals *MUST* complete the ASM Waiver form on an annual basis, even if there are *NO* changes to existing Alternative Supplement Model Waivers.** Please be advised that pursuant to Appendix E, Section 7 of the M-DCPS/UTD labor contract, various supplemented activities are **excluded** from the ASM process.

II. *Secondary School Reform Initiative (SSRI) (Form #7199)*

Middle and Senior High Schools Currently Implementing the Secondary School Reform Initiative

Middle and Senior High Schools currently implementing a Secondary School Reform Initiative model must conduct a vote to continue the implementation for the 2024-2025 school year. The vote must be conducted following the guidelines in the M-DCPS/UTD labor contract, Article XXVI, Section 6 (III). A copy of these provisions is provided in this packet. Additionally, the attached 2024-2025 Secondary School Reform Initiative Form must be completed with the appropriate signatures. A copy of this form must be **HAND DELIVERED to the respective Region Office on the date specified for each Region.**

Secondary School Reform Initiative for all other Middle and Senior High Schools

Any middle or senior high school, other than the designated Secondary School Reform Initiative Senior High Schools, may consider adopting a redesign plan which includes an eight period schedule. If considered, the site administrator must set aside the budget necessary to fund the redesign plan. **Funding from the District will not be provided.** Schools selecting this model must conduct a vote (66% or more required) following the guidelines in the M-DCPS/UTD labor contract, Article XXVI, Section 6 (III). A copy of these provisions is provided in this packet. Additionally, the attached 2024-2025 Secondary School Reform Initiative Form must be completed with the appropriate signatures, including approval from the Region Superintendent. A copy of this form must be **HAND DELIVERED** to the respective Region Office on the date specified for each Region.

COMPLETED ORIGINAL FORMS MUST BE HAND DELIVERED BY ADMINISTRATORS TO THEIR RESPECTIVE REGION OFFICE ON THE FOLLOWING DATES:

Central Region Office: Tuesday, March 5, 2024
South Region Office: Wednesday, March 6, 2024
North Region Office: Thursday, March 7, 2024

If there are any questions regarding SIP waivers, please review the M-DCPS/UTD labor contract, Article XXVI, Section 4(D). In addition, administrators may contact the following:

Information on Waiver Process and Labor Contract Waivers:

- ☐ **Dr. Derick McKoy**, Administrative Director
Office of Labor Relations, at 305-995-1590
- or -
- ☐ **Mr. Joe Minor**, UTD, Director of Advocacy, at 305-854-0220

Information on EESAC Composition Waivers:

- ☐ **Dr. Sherian Demetrius**, Curriculum Support Specialist
Office of School Improvement, at 305-995-1520
- or -
- ☐ **Mr. Michael Molnar**, UTD, Chief of Staff, at 305-854-0220



Nelson Izquierdo Jr.



Karla Hernandez-Mats

NI/KHM:vll

Attachments

cc:	Dr. Dawn M. Baglos	Region Superintendents
	Dr. John D. Pace, III	Dr. Derick McKoy
	Ms. Lourdes Diaz	Ms. Andrea M. Williams
	Ms. Lissette M. Alves	Dr. Sherian Demetrius
	Dr. Trynegwa Diggs	Mr. Joe Minor, UTD
	Dr. Patricia M. Fernandez	Mr. Michael Molnar, UTD

2024-2025 EDUCATIONAL EXCELLENCE SCHOOL ADVISORY COUNCILS (EESAC) WAIVER, ALTERNATIVE SUPPLEMENT MODEL, BLOCK SCHEDULE, AND SECONDARY SCHOOL REFORM PROCEDURES

General Provisions

1. Each school through its EESAC, identifies the SIP goal(s) which may require a waiver(s) of Labor Contract provisions.

A review of current waivers is necessary to determine if any modifications, additions, or deletions are indicated for the 2024-2025 school year. Please see attachment.

2. All EESACs should have available Region Offices, District and UTD staff to assist them in the development of their SIP (including waivers). This will ensure that goals are accurately developed and are in compliance with State and District standards.
3. The following waiver requests will not be processed through this procedure but by the respective Region Offices and appropriate Assistant Superintendent using the established procedure:
 - a. change of opening and/or closing school hours; and
 - b. all extra-period supplements.
4. EESAC waiver forms must be submitted for the School Board's approval. The form(s) must be **HAND DELIVERED** by administrators to their respective Region Office on the designated delivery date.
5. For further assistance and information regarding the waiver process or additional waiver forms, please call Labor Relations at 305-995-1590.

EESAC Waivers

1. All appropriate sections of the waiver form must be completed and the following guidelines should be observed:
 - a. Identify the article and section of the labor contract provision for which a waiver is being requested.
 - b. Demonstrate the relationship between the SIP goal(s), objectives or strategies and the waiver request.
 - c. Review the SIP and the current waivers to determine if additional waivers or modifications to existing waivers are needed. If no changes are necessary, complete the signature page of the EESAC Waiver and the Alternative Supplement Waiver (Form #4256) and **HAND DELIVER** completed form to their Region Office on the designated delivery date. (Must be completed annually)
 - d. If no waiver is requested, complete Form #4256 by marking the box designating "No Contract Waiver(s) Requested" and fill in the school information where requested. After acquiring the

necessary signatures, **HAND DELIVER** completed form to their Region Office no later than the date specified for each Region Office.

- e. All **waivers** to labor contract provision(s) **require an ANNUAL school vote by secret ballot of the faculty**. A **vote must be conducted during a faculty meeting which must be noticed to the faculty at least five (5) working days prior to voting**. Hand raising votes are NOT acceptable. EESAC waivers require a simple majority affirmative vote.

Alternative Supplement Waivers

1. If an **Alternative Supplement Waiver** is requested, complete the signature page of the EESAC Waiver and the Alternative Supplement Waiver (Form #4256) and **HAND DELIVER** to your respective Region Office on the specified date of delivery. (Must be completed annually)
2. Alternative Supplement Model Waivers are subject to approval by the Principal and require an **ANNUAL school vote by secret ballot** of the faculty. A **vote must be conducted during a faculty meeting which must be noticed to the faculty at least five (5) working days prior to voting**. Hand raising votes are NOT acceptable. Alternative Supplement Waivers require a **two-thirds approval (66%)** by the faculty present and voting.
3. Following School Board approval, Compensation Administration will notify schools of the applicable supplement code(s) and procedures to utilize for implementing approved supplements. Budgetary adjustments required to support supplement allocations must be processed separately.
4. Supplements for Lead Teachers, established through this waiver process, **shall not** exceed \$4,000.

Block Schedule

1. Secondary schools considering a **block schedule** model must adhere to the following procedures:
 - a. **A vote must be conducted during a faculty meeting which must be noticed to the faculty at least five (5) working days prior to voting**. Only certificated UTD bargaining unit members who work with students or in student-related work and are present at the meeting will be eligible to vote on the model. **A 60 percent affirmative vote of the faculty present voting must be obtained**.
 - b. Following the vote, the attached Block Schedule (Form #7617) must be completed with the appropriate signatures and the original **HAND DELIVERED** to your respective Region Office on the specified date of delivery. (Must be completed annually)

Secondary School Reform Initiative

1. FACULTY IMPLEMENTATION

Provisions of this initiative regarding School Reform Models shall only become effective upon an affirmative vote of **66% or more** of the teachers present and voting at each of the schools considering program implementation during the 2024-2025 school year. The vote must be conducted by secret ballots during a faculty meeting which must be noticed to the faculty at least five (5) working days prior to taking the vote. The Principal or designee, in conjunction with

the UTD Steward(s), shall conduct the vote and count the vote in full view of the faculty during this scheduled faculty meeting (M-DCPS/UTD labor contract, Article XXVI, Section 6, III).

2. IMPLEMENTATION PERIOD

This establishes the Middle School and Senior High School reform framework which will be valid for the 2024-2025 school year.

3. WORKDAY

Middle and Senior High Schools considering use of the reform model shall work the regular workday hours as described in Article XX, Section 3(A), of the M-DCPS/UTD labor contract.

4. INSTRUCTIONAL DAY

The instructional day at reform model sites may utilize a schedule which consists of eight classes over two days. If an eight-period schedule is utilized, teachers will be required to teach six of eight classes and two of the eight classes will be for planning. In special cases where a schedule for a specific teacher does not permit a daily planning period, the teacher will be provided with planning time equal in minutes to daily planning periods.

5. COMPENSATION

Those teachers who instruct six classes of the eight-class block will receive no additional compensation. If a teacher instructs seven classes out of eight, he/she will receive one extra teaching period supplement. If a teacher instructs eight out of eight classes, then he/she will receive two extra period teaching supplements. Any related compensation must be funded through school site allocations with Region Office approval. *NO SUPPLEMENTAL FUNDING FROM THE DISTRICT WILL BE PROVIDED TO SUPPORT REFORM INITIATIVES.*

6. PLANNING TIME

Uninterrupted preparation/planning time is not to be used for faculty meetings or other such required meetings, except in cases of emergency or by mutual agreement of the faculty and the principal. However, schedules will allow for common planning times so that teachers will have opportunities to plan together.

7. TRANSFERS

Teachers assigned to Middle School and Senior High Reform Model sites will be granted the opportunity to voluntarily apply to transfer out of the reform location per Article XII, Section 7 of the M-DCPS/UTD labor contract.

8. NEW SCHOOLS

Any school which will open at the start of the 2024-2025 school year must conduct a faculty vote by July 1, 2024. In order for a vote to be valid, a majority of the staff must be hired and present at the meeting when the vote is taken.

SAMPLE WAIVER LANGUAGE

INSERVICE/STAFF DEVELOPMENT TIME

Modify Article XX, Teaching Conditions, Section 5(B), Planning/Preparation Days, to read as follows:
"Utilize the one hour gained on Wednesday because of early dismissal for professional development activities for teachers rather than as the designated time outlined in this article (Preparation). A schedule will be developed to facilitate professional development activities."

Modify Article XX, Teaching Conditions, Section 5(E), Planning/Preparation Days, to read as follows:
"Teacher planning/preparation days may be designated for inservice workshops. This time may be extended to full days if needed. The total time, however, shall not exceed two planning/preparation days per grading period."

ALTERNATIVE SUPPLEMENT MODEL WAIVER (EXAMPLE ONLY)

\$	Activities Sponsor.....	\$	_____
\$	Grade Level Chairs (#__ @ \$_____).	\$	_____
\$	FSA Teacher Leader	\$	_____
\$	Reading Leader	\$	_____
\$	Safety Facilitator	\$	_____
\$	Before/After School Intramural Sponsor.....	\$	_____
TOTAL SUPPLEMENTS		\$	_____