

M-DCPS/UTD
Letter of Understanding
Recruitment and Retention and Resiliency of School Based Mental Health Professionals

This Letter of Understanding (LOU) confirms the collaborative agreement held between Miami-Dade County Public Schools (M-DCPS) and the United Teachers of Dade (UTD) regarding the recruitment and retention of School-Based Mental Health Service Professionals.

This LOU sets forth the agreement between M-DCPS and UTD (collectively the "Parties") regarding the recruitment and retention of School-Based Mental Health Service Providers, which include Mental Health Coordinators, School Social Workers, and School Psychologists (hereinafter collectively referred to as "SBMHSP"). M-DCPS was awarded the School Based Mental Health Services Grant (the "Grant") to recruit and retain SBMHSPs. The Grant period starts on January 1, 2023, and expires on December 31, 2027.

GRANT TIME PERIOD

Throughout this LOU, the time periods for the Grant years shall be as follows:

1. Year One (1): January 1, 2023 through December 31, 2023
2. Year Two (2): January 1, 2024 through December 31, 2024
3. Year Three (3): January 1, 2025 through December 31, 2025
4. Year Four (4): January 1, 2026 through December 31, 2026
5. Year Five (5): January 1, 2027 through December 31, 2027

RECRUITMENT AND HIRING OF SBMHSPs

During the Grant period, M-DCPS will actively recruit and hire a maximum of twenty-five (25) SBMHSPs during the first year of the Grant, with the intention to hire up to three (3) additional SBMHSPs during the following three (3) years, for a total of twenty-eight (28) SBMHSP over the life of the Grant. These positions will be twelve (12) month positions and the job codes will be: 1588 – *Mental Health Coordinator*; 0718 – *School Psychologist*; and 1398 – *School Social Worker*.

In addition, M-DCPS will convert a maximum of five (5) currently employed School Social Workers and School Psychologists from ten (10) month positions to twelve (12) month positions.

RECRUITMENT INCENTIVE FOR CANDIDATES OUTSIDE OF MIAMI-DADE/BROWARD COUNTY

As set forth in this section, a one-time stipend in the amount of Five Thousand Dollars (\$5,000) may be paid to a newly hired SBMHSP, who has been recruited and hired from outside of Miami-Dade County or Broward County. Up to three (3) newly hired individuals may be eligible to receive this stipend during Grant Years Three (3) through Five (5), based on attrition and/or the availability of funds. If the funds are available, the stipend shall be paid as follows:

1. The first half of the stipend in the amount of Two Thousand Five Hundred Dollars (\$2,500) will be paid after the first ninety (90) days of continuous employment; and

2. The remaining half of the stipend in the amount of Two Thousand Five Hundred Dollars (\$2,500) will be paid after the conclusion of twelve (12) months of continuous employment.

CLINICAL FIELD INSTRUCTOR STIPENDS

Currently employed School Social Workers or School Psychologists, who are qualified and have Clinical Supervision, may be eligible to provide field instruction. For school psychologists the length of the internship is one (1) year. For school social workers the length of the internship is eighteen (18) weeks or one (1) school semester. A total of ten (10) Clinical Field Instructors will be selected as follows:

1. M-DCPS will select five (5) clinical field instructors during Year One (1);
2. M-DCPS will select two (2) clinical field instructors during Year Two (2); and
3. M-DCPS will select one (1) clinical field instructor for each of the following Years Three (3) through Five (5).

A Clinical Field Instructor for a Social Work Intern will be required to complete the following:

1. Review and sign the student's educational plan, making revisions as needed.
2. Review and analyze related M-DCPS policies and procedures.
3. Review School Social Work Program procedures and best practices.
4. Provide primary, direct supervision of the interns' daily activities.
5. Ensure interns' activities meet the field education objectives.
6. Review the report writing for all screenings, comprehensive social histories and adaptive behavioral assessments, completed by the interns.
7. Formally meet with the intern at least one (1) hour per week for direct supervision and maintain regular communication with school social work program staff.

A Clinical Field Instructor for a School Psychology Intern will be required to complete the following:

1. Guide, support, and oversee the development of intern's professional skills.
2. Provide individual, face-to-face structured clinical supervision with the intern at least one (1) hour per week.
3. Support the development of the intern's professional practice through clinical observation and supervision.
4. Be responsible for the intern's evaluation, feedback, and support.

5. Review the report writing and scoring for all evaluations completed by the interns.
6. Ensure that the interns demonstrate professional work characteristics and attain competencies needed for effective practice as school psychologists (i.e., meeting facilitation, technology skills and communication).

Each School Psychologist Clinical Field Instructor will receive a Three Thousand Dollar (\$3,000) stipend for each year that they serve in that role, as follows:

1. The first half of the stipend in the amount of One Thousand Five Hundred Dollars (\$1,500) will be paid after the first eighteen (18) week period or school semester as a clinical field instructor; and
2. The remaining half of the stipend in the amount of One Thousand Five Hundred Dollars (\$1,500) will be paid after the conclusion of the second eighteen (18) week period or second semester as a clinical field instructor.

Each School Social Worker Clinical Field Instructor will receive a One Thousand Five Hundred Dollar (\$1,500) stipend for each eighteen (18) week period or one (1) school semester that they serve in that role after the completion of eighteen (18) week period or one (1) school semester.

MENTORSHIP STIPENDS

Currently employed Mental Health Coordinators, School Social Workers, or School Psychologists who: (1) demonstrate high performance standards and capacity as demonstrated in their Instructional Performance Evaluation & Growth System (IPEGS) annual evaluations; (2) have two (2) through three (3) years of experience in the related position; and (3) completed the Clinical Education Training course, may be eligible to provide mentorship to newly hired SBMHSPs during the life of the Grant. Each mentor shall be responsible for up to six (6) newly hired SBMHSPs each academic year.

A mentor will be required to complete the following:

1. Guide, support, and oversee the development of mentee's professional skills.
2. Assist mentees with any office organization and set up of the clinician and student's space to facilitate counseling services.
3. Assist mentees with scheduling services for the student's case roster.
4. Schedule support sessions in-person and via Zoom for mentees.

Each mentor will receive a Three Thousand Dollar (\$3,000) stipend for each academic year that they serve in that role, as follows:

1. The first half of the stipend in the amount of One Thousand Five Hundred Dollars (\$1,500) will be paid after the conclusion of the first semester; and

2. The remaining half of the stipend in the amount of One Thousand Five Hundred Dollars (\$1,500) will be paid after the conclusion of the school year.

RETENTION STIPENDS

Each SBMHSP (newly hired and currently employed) will receive a Retention Stipend for each complete year of continuous employment and participation in a Grant Year, in the following amounts:

Year One (1): 25 SBMHSPs will be paid Three Thousand (\$3,000) per individual; and

Years Two (2) through Five (5): 28 SBMHSPs will be paid Three Thousand Dollars (\$3,000) per individual each year.

1. The first half of each yearly Retention Stipend will be paid after the first six (6) months of continuous employment.
2. The remaining half of the Retention Stipend will be paid after the conclusion of twelve (12) months of continuous employment.

CONCLUSION

Representatives from M-DCPS and UTD agree to consult on issues that arise as a result of this LOU and to discuss successes, opportunities for improvements, available funding, and any other concern(s). The provisions of this LOU are subject to annual review and renewal by both parties only during the grant award period.

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THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

UNITED TEACHERS OF DADE



Dr. Dawn M. Baglos Date
Chief Human Capital Officer
Office of Human Capital Management



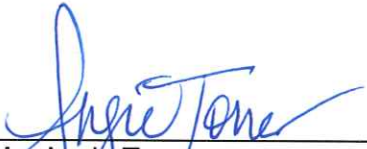
Ms. Karla Hernandez-Mats Date
President



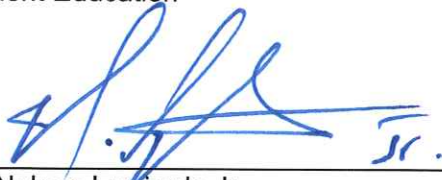
Ms. Lourdes Diaz Date
Chief Academic Officer
Office of Academics and Transformation



Ms. Sally Alayon Date
Assistant Superintendent
Department of Mental Health Services



Ms. Angie Torres Date
Assistant Superintendent
Office of Educational Services and Exceptional
Student Education



Mr. Nelson Izquierdo Jr. Date
Assistant Superintendent
Office of Labor Relations and Compensation
Administration