

MEMORANDUM OF UNDERSTANDING  
SCHOOL DISTRICT OF MANATEE COUNTY  
AND  
MANATEE EDUCATION ASSOCIATION

PAYROLL - 2020-2021

All other language contained in the contract between the Manatee Education Association and the School Board of Manatee County will remain unchanged unless negotiated between the parties and ratified.

ARTICLE XII COMPENSATION AND HEALTH INSURANCE  
Section 6 Codification of Salary Guidelines and Fringe Benefits

Subdivision 6 - Teacher Payday:

Semi-Monthly Bi-Weekly Pay: Salary shall be distributed to employees based on the payroll distribution selected by the teacher from the below options. Selection of a pay option will be in the spring of the preceding school year and cannot be changed for that school year. All options shall be available for Teachers hired prior to the beginning of the work year. Payments shall be distributed on the Friday following the end of the pay period. Salary shall be divided by 24 equal pays issued on the 10<sup>th</sup> and 25<sup>th</sup> of the month with these exceptions:

- a. Salary shall be distributed in 26 payroll distributions. The first payroll distribution in each year shall be for the number of days worked prior to the close of the first pay period of the work year of no less than 5 days pay. The remaining 25 regular payroll distributions shall be of equal amounts based on the annual salary of the teacher minus the initial payroll distribution.
- b. Salary shall be distributed in 26 payroll distributions. The first payroll distribution in each year shall be for the number of days worked prior to the close of the first pay period of the work year of no less than 5 days pay. The remaining 25 regular payroll distributions shall be of equal amounts based on the annual salary of the teacher minus the initial payroll distribution. The teacher shall receive the final five (5) regular payroll distributions within the first pay period in June of each year as the final payment for the work year.
- c. Salary shall be distributed in 22 payroll distributions. The first payroll distribution in each year shall be for the number of days worked prior to the close of the first pay period of the work year of no less than 5 days pay. The remaining 21 regular payroll distributions shall be of equal amounts based on the annual salary of the teacher minus the initial payroll distribution.

Exceptions:

- a. If a pay date falls on a non-work day or holiday, teachers shall receive their paychecks on the last ~~workday~~ weekday prior to the payday, ~~even if it is a non-work day.~~

~~b. Teachers shall receive one check equivalent to five regular pay checks on 10<sup>th</sup> of June. Their final paycheck will be paid on the 10<sup>th</sup> of June. Should June 10<sup>th</sup> fall on a non-work day or holiday, teachers shall receive their paychecks on the last weekday prior to the June 10<sup>th</sup> payday. If the school year ends in June, the final paycheck will be paid on the 25<sup>th</sup> of June and will include one check equivalent to the balance of the remaining contract.~~

~~b. e. Teacher's end of December 25<sup>th</sup> check will be deposited into employees' bank account on the last workday weekday prior to the holiday for the District Office, even if it is a non-work day.~~

~~d. Employees will be paid as described in "b" above, or Teachers have the option of 24 equal payments over a 12-month period. Selection of this pay option will be in the spring of the preceding school year and cannot be changed for that school year.~~

~~e. The first paycheck of the school year will be issued on the scheduled semi-monthly pay date in accordance with the Pay periods and Pay Dates published annually by the District. Pay on the 10<sup>th</sup> of each month includes work days from the 16<sup>th</sup> through the end of the month and pay on the 25<sup>th</sup> includes work days from the 1<sup>st</sup> through the 15<sup>th</sup>.~~

~~The parties shall meet no later than January 30, 2018, to establish mutually agreeable procedures to ensure that payroll discrepancies that may occur within the new payroll system are timely addressed.~~

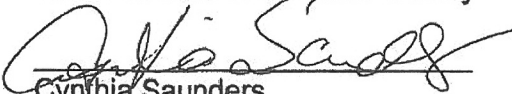
**Subdivision 7. Payroll Errors:**

Payroll errors which are not the result of teacher error shall be corrected within five (5) days of notification unless the teacher and the Board mutually agree to extend the correction period.

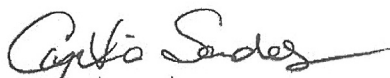
It is the Board's intent to extend the date for those teachers who have been inadvertently overpaid. Extensions may be for no longer than one calendar year from the time the error is identified. At no time will extensions occur beyond the final employment date of the employee.

All other provisions of the contract not addressed in this MOU will remain as contained in the current collective bargaining agreement between the School Board of Manatee County and the Manatee Education Association.

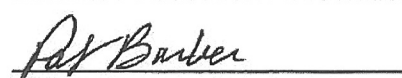
School District of Manatee County

  
Cynthia Saunders  
Superintendent


Dated: \_\_\_\_\_

  
12/16/2020

Manatee Education Association

  
Pat Barber  
President

Dated: 5/27/2020

  
12/16/2020

**Memorandum of Understanding  
And the  
Manatee Education and  
The School Board of Manatee County  
Conforming Language for Pay Options**

**All other language contained in the contract between the Manatee Education Association and the School Board of Manatee County will remain unchanged unless negotiated between the parties and ratified.**

**Article XII  
Compensation and Health Insurance**

**Section 5 - Plan Design**

1. Summary - A summary of the health insurance plan designs and their associated premiums for the 2017-2018 plan year are located in Appendix E.

Participants in the health insurance plans for 2017 will have a premium holiday for the month of December 2017, as a result of a premium cycle change. Participants will not have employee premiums deducted for the December 2017 paydays. The Board premium will continue to be paid.

All benefit premiums will be divided equally among employee pay checks with the exception of the pay dates of August 14, 2020 and December 18, 2020. Participants will not have employee premiums deducted on the above dates.

**Section 11 - Longevity**

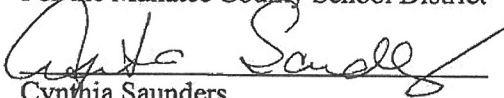
1. Longevity payments will be based on total time of employment with the Manatee County School Board (MCSB) in the Instructional Bargaining Unit position. However, initial assessment and notification of eligibility will be based upon JDE date started. If a bargaining member who broke service believes he or she is eligible and did not receive a longevity grant via salary schedule step movement, it is the responsibility of the employee to notify Human Resources within sixty (60) days from ratification of contract. In cases where service is broken, only time as an active duty status employee will be eligible for longevity purposes.
2. The length of service for longevity purposes shall be determined based on years on active duty status as an MSCB employee, one day more than half of a normal work year counting as a year of service. Active service is defined to include time of duty plus any time the employee is on paid leave or Worker's Compensation Leave.
3. Beginning with the 2017-2018 school year, on July 1, of any given school year, each eligible employee will be placed into the appropriate longevity salary grouping as follows:

Years of Service Completed As of June 30	Longevity Salary Grouping As of July 1
16	16 plus years
25	25 plus years

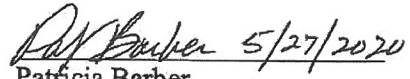
4. Longevity payments will be considered as a salary supplement for the purposes of the Florida Retirement System.
5. Longevity payments will be divided by ~~24~~ 22 or 26 depending on the pay option selected by the employee and added to each paycheck effective with the 2017-2018 school year.
6. The Longevity Supplement is in addition to any advancement in level or adjustment on the salary schedule.
7. The amount of the Longevity Supplement is subject to negotiations each year. However, employees that received the supplement in prior years shall continue to receive the Longevity Supplement so long as those employees continue to be employees of MCSD.


Signed by,


For the Manatee County School District

  
Cynthia Saunders  
Superintendent

Manatee Education Association

  
Patricia Barber  
President

  
12/14/2020

  
12/16/2020