



Date: March 2, 2023
To: All Principals
From: LeighAnn Blackmore, Director
 Labor Relations
 James Preusser, Senior Executive Director
 Human Resources
Recipients: Principals, Assistant Principals
Subject: Memorandum of Understanding #10 Regarding Adjustments as a Result of Hurricane Nicole including Use of Early Release Days for April 2023

Memorandum of Understanding #10 Regarding Adjustments as a Result of Hurricane Nicole including Use of Early Release Days for April 2023

On November 18, 2022, the District and the Orange County Classroom Teachers Association (OCCTA) signed a Memorandum of Understanding (MOU) addressing adjustments as a result of Hurricane Nicole. Labor Relations wishes to provide some guidance regarding the provisions of this agreement found [here](#).

Due to the March 10, 2023, student makeup day falling on the previously scheduled teacher workday, the District and OCCTA agreed to the following:

- Provide a virtual workday on Monday, March 13, 2023
 - Instructional personnel will not be required to report to his/her worksite
 - No mandatory or required administrative meetings or tasks other than the requirement for submitting grades
 - **Extend the deadline for the submission of grades for the third marking period to the afternoon of March 13, 2023**
- Allow instructional personnel who worked to prepare their classrooms prior to preplanning during Summer 2022 to be excused on May 31, 2023

In addition, the District and OCCTA agreed to the following schedule for the use of early release days in the months of January, February and April:

Days Used at Discretion of Administrator	Days Used for Uninterrupted Planning Time After Student Contact (Instructional Personnel)
April 19, 2023	April 12, 2023
	April 26, 2023

If you have any questions, please contact LeighAnn Blackmore at leighann.blackmore@ocps.net or Scott Lindsey at scott.lindsey@ocps.net.