



# THE SCHOOL DISTRICT OF LEE COUNTY

## MEMORANDUM OF UNDERSTANDING

This document shall constitute a Memorandum of Understanding (MOU) between the Support Personnel Association of Lee County (SPALC) and The School District of Lee County relating to Article 7 (Work Schedule) of the Collective Bargaining Agreement. This agreement is necessary to clarify the standard workday requirements by establishing standard paid lunch periods and rest periods for SPALC employees. In accordance with Article 7.01(1), lunch periods shall be duty-free, except as otherwise determined by the supervisor, and paid lunch periods shall be for a maximum **thirty (30) minutes**.

Lunch periods and rest periods for SPALC employees shall be as indicated in the chart below. Lunch periods shall be scheduled as near to the middle of the day as possible.


Hours Worked	Rest Period(s)	Lunch Period
Less than 3 hours	0	No
3 hours	1	No
4 hours	1	No
5 hours	1	Yes
6 hours	1	Yes
7 hours	2	Yes
8 hours	2	Yes
10 hours	3	Yes

Appendix C-3 in the Collective Bargaining Agreement shall be modified to reflect the standard scheduled workday is 8.0 hours and that the lunch period is paid for all SPALC employees who are subject to the terms of the Collective Bargaining Agreement.

In accordance with Article 7.04(2)(a)(1), all authorized work performed more than forty (40) hours in any one work week shall be considered overtime and employees will be entitled to overtime payment in a manner consistent with the Fair Labor Standards Act (FLSA). The changes in this MOU shall be effective on January 3, 2024.

**Agreed to:**

**The Support Personnel Association of Lee County**

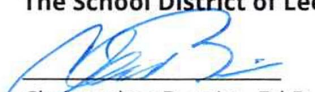
  
Arlease Williams  
President

12/6/23  
Date

  
Lois Dubay  
Chief Negotiator

12/6/23  
Date

**The School District of Lee County**

  
Christopher Bernier, Ed.D.  
Superintendent

12/6/23  
Date

  
Robert Dodig, J.D.  
Chief Negotiator

12/7/23  
Date