

**Memorandum of Understanding between the
Cleveland Metropolitan School District and the
Cleveland Teachers Union, AFT Local 279, AFL-CIO
Re: 2025 Summer Ohio State Tests (OST) End-of-Course Exam Proctoring**

This Memorandum of Understanding ("MOU") between the Cleveland Metropolitan School District (the "District") and the Cleveland Teachers Union, AFT Local 279, AFL-CIO ("CTU") memorializes the District and CTU's shared commitment to continue the current collaborative working relationship thus enhancing the shared responsibility to provide quality educational services for all District students.

The District and CTU recognize that all provisions in the current Collective Bargaining Agreement (CBA) between the District and the CTU and future CBAs as ratified, as well as other binding agreements on the CTU and the District in the form of Memoranda of Understanding (collectively the "CBA"), shall remain in full force and effect. The terms of this MOU are subject to the parties' grievance and arbitration procedure as established in Article 6 of the CBA.

The parties agree that, notwithstanding the deadlines contained in Article 28, Section (B) of the Collective Bargaining Agreement ("CBA"), all applications for the 2025 Summer OST will be available on the WorkDay site, no later than **Monday, March 10, 2025**. Applications must be completed and submitted via WorkDay to Talent by **Monday, March 28, 2025 at 5:00 p.m.**

No later than **Friday, April 18, 2025**, the first round of bargaining unit members shall be notified by District e-mail if they have a 2025 OST assignment. If there are jobs rejected, offers will continue to be sent to bargaining unit members until all positions are filled. Each bargaining unit member has 24 hours to accept the assignment (not including weekends). Each bargaining unit member who fails to accept this assignment by District e-mail within 24 hours of notification will forfeit their right to a 2025 OST assignment. CTU members who apply for OST Proctoring as well as another Summer assignment that does not conflict with the hours for OST Proctoring can be assigned both positions.

OST TESTING DAILY SCHEDULE (Monday–Thursday) for Max S. Hayes High School and John F. Kennedy High School:

Testing – AM Session:

7:45 a.m.	Assessment staff arrives & setup
8:00 a.m.	AM Student Sign-In/Check-In [Assessment Department Staff]
8:10 a.m.	AM Proctor Team arrives & setup
8:30 a.m. – 12:00 p.m.	Testing - all subjects
12:00 p.m.	AM Proctor Team collects testing materials (scrap paper/testing tickets)
12:10 p.m.	AM Proctor Team departs

Testing – PM Session:

11:45 a.m.	PM Student Sign-In/Check-In [Assessment Department Staff]
12:00 p.m.	PM Proctor Team arrives & setup
12:15 p.m. – 3:45 p.m.	Testing - all subjects

3:45 p.m. PM Proctor Team collects testing materials & equipment
breakdown (scrap paper/testing tickets)
4:00 p.m. PM Proctor Team departs

- 1) The following provisions in the CBA will be waived: Article 9, Section 4 [no more than three preparations]
- 2) All bargaining unit members will be paid four (4) hours at their prorated daily rate for each day of the 2025 OST testing window, **June 23– June 26, 2025**, for a total of four (4) testing days, and one (1) professional development session paid at two hours) of their daily rate on June 18, 2025.
- 3) The District and the CTU will jointly develop the job posting and job application for the OST Proctor position. Bargaining unit members, who are employed by the District, hold a valid teaching license or certification, have administered the End of Course Exam and/or OST and participated in the online training prior to **April 22, 2025** are eligible to apply. Bargaining unit members should apply on the 2025 Summer Program application in WorkDay. The parties expressly acknowledge that the development of job postings and job applications does not guarantee that such positions will be available. Job postings will include the applicable information contained in this Memorandum of Understanding.
- 4) Bargaining unit members will be awarded positions for the 2025 OST Program by seniority.
- 5) The projected OST Testing sites shall be **Max S. Hayes High School and John F. Kennedy High School**. In the event that the air conditioning is not functional at this projected site at any given time, the District will provide fans for each room as needed.
- 6) The CTU will be supplied with the list of all bargaining unit members who apply for an OST position, a list of all bargaining unit members awarded OST Program positions, and the bi-weekly payroll for all bargaining unit members employed for the OST Program.
- 7) A commitment of an OST Program assignment by the Talent Office will guarantee a bargaining unit member an appointment for the OST's duration, unless notified otherwise, no later than 4:00 p.m. on June 20, 2025. However, a change in school or assignment may occur after that time if necessary.
- 8) All provisions of the CBA shall be in full force and effect except those mutually agreed to be modified.
- 9) This Memorandum of Understanding expires **August 1, 2025**. If there are any conflicting provisions with the current CBA, this Memorandum of Understanding shall take precedence over the CBA.

SIGNED AND AGREED TO BY:

For the District:

Dr. Warren G. Morgan II Date 3/3/25

Warren G. Morgan II, EdD

For the Union:

Sharl Obrenski Date 3.3.25

Sharl Obrenski

Chief Executive Officer

Cleveland Metropolitan School District

President

Cleveland Teachers Union