

MEMORANDUM OF UNDERSTANDING
Early Separation Notice Plan

Whereas the Cleveland Municipal School District (District) and the Cleveland Teachers Union (Union) believe that it is in the best interest of the students, its employees and the District to encourage bargaining unit members planning to separate from the District at the end of the 2021-2022 school year to provide early notification of such plans so that the District can take appropriate steps to staff the District's schools for the 2022-2023 school year.

Now, Therefore, the District and the Union hereby agree to the following Employee Early Separation Notice Plan (ESNP), to be effective immediately upon ratification by the Union and District.

EMPLOYEE EARLY SEPARATION NOTICE PLAN

This shall be known as the Employee Early Separation Notice Plan of the 2021-2022 school year (hereinafter the "ESNP").

.01 Terms of the ESNP - Any bargaining unit member who is evaluated by the TDES process, which shall include teachers, related service providers, sign language interpreters, and paraprofessionals, who provides irrevocable notice of separation by the date set forth in **.02** below shall be exempt from that process for the remainder of the 2021-2022 school year. Participation in the ESNP does not preclude the intent of the District to monitor, manage and support high quality teaching and learning. In addition, participants are required to administer all required assessments.

.02 Effective Date of Separation A bargaining unit member will not be eligible to participate in the ESNP unless an irrevocable letter of separation (copy attached) for the following academic year is received by the Talent Department, to the attention of Gracie Lockhart at 1111 Superior Avenue East, Suite 1800 by 5:00 p.m. Friday, December 3, 2021.

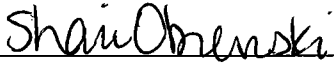
.03 ESNP Exclusions – The following conditions will cause a bargaining unit member to be ineligible to participate in this ESNP:

.031 Failure to meet deadlines as listed in this agreement.

.032 Failure to meet any of the terms of this agreement.

FOR THE UNION

FOR THE BOARD



Shari Obrenski, President
Cleveland Teachers Union

Eric S. Gordon, Chief Executive Officer
Cleveland Municipal School District

Date: 10.4.21

Date: 10/04/2021



CLEVELAND
METROPOLITAN
SCHOOL DISTRICT

Human Resources Department

1111 Superior E Suite 1800, Cleveland, OH 44114, 216-838-0071

**** MUST BE UPLOADED IN WORKDAY****

2021 IRREVOCABLE EMPLOYEE EARLY SEPARATION NOTICE PLAN FORM

(Must be completed and submitted by 5:00 p.m. on 12/03/2021)

Last Name: _____

Employee ID _____

First Name: _____

MI: _____

Job Title: _____

Worksite: _____

Effective Date of Separation: _____

Reason for Separation: (Check one)

- Accepted New Job
- Completion of Assignment
- Returned to School
- Personal Reasons
- Medical Reasons

- Relocation
- Dissatisfaction with Job
- No Reason Given
- Other _____

Service Retirement

(If you intend to retire, you must also complete and uploaded a NOTICE OF RETIREMENT).

Employee Signature: _____ Date: _____

Upon separation, you must surrender all property of the Cleveland Metropolitan School District, which includes, but is not limited to, employee identification card, cell phone, laptops, CMSD software, keys, etc. to your Supervisor or Department Head.