

**Memorandum of Understanding between The Cleveland Metropolitan School District  
and Service Employees International Union District 1199, WV /KY /OH**

**Re: Telework Positions**

This Memorandum of Understanding (MOU) between the Cleveland Metropolitan School District (District) and the Service Employees International Union District 1199, WV/KY/OH (1199) memorializes the District and 1199's shared commitment to continue the current collaborative working relationship to provide quality support to district staff and district students.

The District recognizes that all provisions in the 2019-2020 Collective Bargaining Agreement (hereinafter collectively "CBA") between the District and 1199 and future CBAs as ratified, as well as other binding agreements on 1199 and the District in the form of Memoranda of Understanding (hereinafter collectively "CBA"), shall remain in full force and effect.

Whereas, Telework expands the flexibility and effectiveness of the District workforce, providing completion of essential job functions from an alternate worksite. Careful planning and implementation of these procedures should result in safer and healthy work environments, increased work-life integration, enhanced productivity and excellence in service to the District and community.

Whereas, Positions eligible for remote work or telework are those that are non-bargaining in nature and do not require daily presence at a specified location for face-to-face services, customer support, safety, maintenance, operations, cleaning, or access to sensitive information. Eligible positions must also have essential job functions that can be performed remotely without disruption towards productivity of the department, diminishing quality or coordination of work, or limiting availability of services to customers.

Whereas, Telework provisions are not to serve in place of workplace accommodation processes. Telework is also not to be used to care for elders, children, or other dependents.

Whereas, the Cleveland Board of Education approved the District's Telework Policy, GH, on June 22, 2021 for non-bargaining personnel;

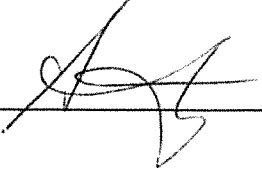
Therefore, the District and 1199 agree to the following terms and conditions regarding the following modifications:

1. Positions in the Finance Department, specifically, the Accounts Payable Specialist and the Auxiliary Services Senior Secretary, are eligible to apply for scheduled Telework;
2. The above 1199 Members will have the opportunity to apply for scheduled Telework, which will be reviewed by their Supervisor; and
3. The Supervisor will determine if the members role will be approved and the schedule to support the efficient operation of the District.

The MOU will expire on June 30, 2022.

Signed and agreed to by:


For the Union:



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9/17/21  
Date

For the District:



Digitally signed by Eric S. Gordon  
DN: cn=Eric S. Gordon, o=Cleveland  
Metropolitan School District, ou=Chief  
Executive Officer,  
email=eric.gordon@clevelandmetrosc  
hools.org, c=US  
Date: 2021.07.27 15:52:11 -0400

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

July 27, 2021  
Date