



**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL DISTRICT OF POLK COUNTY, FLORIDA  
AND  
THE POLK EDUCATION ASSOCIATION, INC.**

**PROFESSIONAL DEVELOPMENT DEPARTMENT  
ASSESSMENT LITERACY TEACHER CADRE  
2024-2025**

**WHEREAS**, the Polk Education Association, Inc. (PEA) is the certified bargaining agent for the School District of Polk County, Florida (D/B/A Polk County Public Schools) (PCPS); and the PCPS is the employer and party to the Teacher Collective Bargaining Agreement (CBA) with PEA; and,

**WHEREAS**, the parties have agreed that up to 60 teacher leaders (instructional coaches, classroom teachers, and non-classroom teachers) may be selected from a pool of voluntary applicants to participate in the professional learning series focused on promoting purposeful assessment processes to monitor learning and adjust instruction at the classroom level; and,

**NOW, THEREFORE**, the parties agree to the program as follows:

- 1. Teacher Selection:** Assessment Literacy Cadre (ALC) flat rate stipends - Classroom teachers and instructional coaches focusing on classroom formative & summative assessment purpose and use. The intent of this professional learning series is to build the professional capacity of cadre members and facilitate and contribute to assessment literacy professional learning communities in their school through a partnership with their administrative team upon the completion of the series.
- 2. Duties and Expectations:** ALC cadre members will participate in asynchronous & synchronous virtual learning from October 2024 - May 2025. Asynchronous modules will be available for members to complete outside of regular contract hours as for pre-work to prepare members for the corresponding synchronous session meetings to be held outside of contract hours from 5:00 -7:30 pm.
- 3. Stipend Payment:** Cadre members will receive a one-time stipend of \$1000.00 for full completion of asynchronous modules (independent study), virtual synchronous meetings (whole group), and implementation tasks.




**MEMORANDUM OF UNDERSTANDING  
TEACHER CAMPUS INDUCTION COORDINATOR PROGRAM**

**This Memorandum of Understanding will expire June 30, 2025.**

**POLK EDUCATION ASSOCIATION, INC.**

**POLK COUNTY SCHOOL DISTRICT**

By:   
**Stephanie Yocum**  
**President**  
**Polk Education Association**

By:   
**Frederick R. Heid**  
**Superintendent**  
**Polk County Public Schools**

9/25/24  
**Date**

9/25/24  
**Date**

- c: Jason Pitts, Deputy Superintendent, Chief of Staff
- Joseph McNaughton, III, Associate Superintendent, Chief Academic Officer
- Brian Warren, Associate Superintendent, Human Resource Services
- Andrew Baldwin, Senior Director, Federal Programs
- Tara McDowell, Senior Director, Payroll Department, Business Services
- Dr. Curtis Williams, Senior Director, Human Resource Services
- Alyson Dort, Director, Title I, Federal Programs
- Kellie Jarrett, Senior Coordinator, Federal Programs
- Tomeka Thompson, Senior Coordinator, Professional Development

Cost Center: 9390000000  
Fund: 42041725  
Funded Program: G42036725-39  
Functional Area: 6400  
IIQ Ticket: 244112