

**Activities**

**RECOGNIZED EMPLOYEE ORGANIZATIONS, NON-INSTRUCTIONAL-- SERVICES GRANTED**

The Board will provide:

- I. Payroll deduction for membership dues and other services
  - A. Benefits as specified by the organizations only for those organizations which have received official Board recognition;
  - B. Benefits endorsed by the organizations for the state, regional and national counterpart organizations of the local employee organizations;
  - C. Payroll deduction for membership dues to be made in accordance with Board Rules.
- II. Permission to contact employees on school property for the purpose of membership solicitation in accordance with Rule 6Gx13- 1C-1.041.
- III. The administration agrees to post and allow the organization use of a bulletin board in each unit throughout the system for the following purposes:
  - A. Recreational and social affairs of the organization;
  - B. Organization elections;
  - C. Reports of the organization;
  - D. Organization meeting notices.

Notices and announcements shall not contain anything political or of a libelous nature.

- IV. Use of school facilities
  - A. Monday through Friday without charge when the principal is notified in advance provided the meeting ends and the facilities are vacated prior to the time school custodians complete their work day and provided such meetings do not interfere with the operation of the normal school day;
  - B. Saturday or Sunday - the officers of the organization must file a rental application with the Department of Plant Operations. The

schedule of rental charges for the facilities requested will apply.

- C. All Rules governing the use of school facilities will apply (See Chapter 1, Section 6Gx13- 1D).
- V. The administration will supply lists of new employees as such lists become available through the year.
- VI. Names of officers, directors and building representatives will be listed in the school system directory.
- VII. Released time for representatives to attend countywide meetings beginning at 3 p.m., if arrangements are made for the representatives to attend without the use of substitutes.
- VIII. Temporary duty assignment for one representative of each organization to attend School Board meetings provided:
  - A. It is granted for one-half day for either a morning or afternoon session of the Board or for a full day if both morning and afternoon sessions are scheduled;
  - B. The organization designates one representative on a continuing basis in order that a hardship will not be created on the school programs and consistent arrangements may be made to carry out the employee's regular responsibilities;
  - C. The organization reimburses the Board for the salary of the substitute, if required, and any and all fringe benefits paid by the Board.
- IX. Layoff defined is the separation of an employee for lack of work or funds without fault or delinquency on his/her part. The Board or its representative agrees to provide the organization with a list of names of employees being laid off and such notice shall be sent at the same time that it is issued to the employees so affected.
- X. Full-time employees to be laid off shall be notified as soon as possible after the decision for layoff has been made and the Board or its representative will give such employees at least 14 days notice.
- XI. When a layoff of a regular employee is necessary from a position in a class in a series, the Board or its representative will attempt to place the laid off employee in another class to which it appears the employee is capable of occupying.
- XII. The administration agrees to promptly furnish the organization a copy of disciplinary action taken against an employee if the Board or its

representative has knowledge that the employee is a member of the organization.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 230.22(1) and (5); 447.201; 447.303 F.S.

**History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

Repromulgated: 12-11-74

Technical Change: 5-1-98