

Memorandum of Understanding
Between
Orleans Central Supervisory Union
And
Orleans Central Education Association
August 28, 2020

Due to the lack of applicants to fill LPN and/or RN positions, we agree to create a position of "Unlicensed Assistive Personnel" (UAP) and to add a column to the support staff salary schedule for this position. Requirements for this position are outlined in the attached job description. This column shall be added to the support staff salary schedule beginning August 31, 2020.

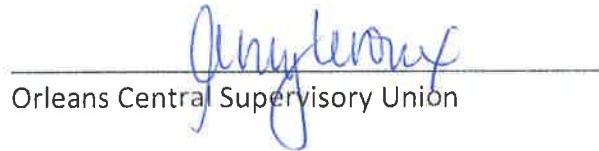


Orleans Central Education Association

Jennifer L. Bjurling
OCEA President

8/29/20

Date



Orleans Central Supervisory Union

9/2/20

Date

**ORLEANS CENTRAL SUPERVISORY UNION
JOB DESCRIPTION**

TITLE: Unlicensed Assistive Personnel

QUALIFICATIONS:

- High School diploma
- First Aid and CPR certified

REPORTS TO: Principal, School Nurse

SUPERVISES: n/a

TERMS OF EMPLOYMENT: Per the Support Staff collective bargaining agreement

PERFORMANCE RESPONSIBILITIES:

- Provide direct care to students as assigned.
- Identify student-specific problems and changes in conditions; report to principal or school nurse.
- Identify safety hazards and emergency situations and initiate corrective action.
- Follow school/district procedures related to therapeutic equipment and supplies.
- Participates in student care conferences and/or IEP meetings as requested.
- Attend in-service and professional development events as identified by /School Nurse/School Administrator.
- Documents the care and treatment provided to students and the students' responses to care provided.
- May assist students with meals or feed students as necessary; accurately record fluid intake or percentage of food ingested.
- Assists students in toileting and accurately records results.
- May take student vital signs and record them as assigned.
- Notify parents/guardians of accident or illness and secure medical care for students in emergency cases (if parents or emergency contact cannot be reached).
- Communicate regularly with the principal, school nurse leader, school counselor, teachers, parents, etc. regarding health service issues.

2020-2021	LPN	UAP
A	14.14	13.25
B	14.42	13.52
C	14.71	13.79
D	15.01	14.06
E	15.31	14.34
F	15.61	14.63
G	15.92	14.92
H	16.24	15.22
I	16.57	15.52
J	16.90	15.83
K	17.24	16.15
L	17.58	16.47
M	17.93	16.80
N	18.29	17.14
O	18.66	17.48
P	19.03	17.83
Q	19.41	18.19