

April 24, 2020

## TABCO FAQ

1. Recording students - TABCO advises all members to not record students. Educators are not required to record students. The MOU clearly states this. Administrators should not be directing you to record any online lessons with students. Please contact your UniServ Director immediately if you are being required to record students. If you decide to record students, it is your choice and you bear all the responsibility.
2. EDA – If you have completed all your EDA requirements you will received full payment. If you have started your EDA you may continue to meet and enrich your students. You will need your administrator to verify your plans for enrichment. If you do not finish your EDA requirements you will receive 70% payment of the EDA. You will receive full payment of your EDA if your principal verifies your enrichment plan and you complete any of the year close out requirements for your EDA. Plans to complete any end of year close out requirements are still being developed.
3. Work day – All educators are required to be available each work day for 6.5 hours. If an educator will be unavailable during the regular 6.5 hours the educator must enter into the SEMS the time they will not be available. This would be for ½ day or full day absence. If an administrator contacts you during your day, the expectation is you will respond back as you would normally do if you were at your worksite.
4. Sick Leave Bank – Educators may still use the SLB if they are ill for a period of time and are a member of the SLB.
5. Urgent Personal Business Days - Educators may still use their Urgent Personal Business days. Follow the same proceed as you normally would.
6. Access to worksite – As of this writing there is no access to worksites. TABCO continues to advocate for staff to access the worksite for personal items and school instructional materials.
7. Calendar: BCPS must apply to MSDE for a waiver to allow the 175 students days instead of the required 180 student days. The current calendar indicates staff will work 188 days. Contractually staff are required to work 191 days. TABCO has advocated for the district to waive the last 3 workdays beyond the 188. TABCO is waiting for the decision of the superintendent.

8. Observations: Educators should not be formally observed during this time using the current observation process as detailed in Article XIII of the Master Agreement. A small ad hoc committee will be meeting to develop an observation checklist. This checklist will be used as the observation tool for the remainder of the school year. Any specific questions educators may have about their observation/evaluation should be directed to their UniServ Director.
9. Student work packets: Student work packets for April 27 through May 15 are being uploaded to Schoology.