

**Letter of Agreement  
between  
Detroit Public Schools Community District ("District")  
and  
Organization of School Administrators and Supervisors (OSAS "Union")**

**2019-2020 COVID-19 SCHOOL WORK CONTINUITY PLAN**

WHEREAS, the Honorable Governor Gretchen Whitmer has declared a state of emergency for the State of Michigan to respond to the novel coronavirus (COVID-19) virus and issued Executive Order No. 2020-35 regarding education and school functions for the remainder of the 2019-20 school year,

WHEREAS, the Parties agree that OSAS unit members shall perform and be responsible for the following work duties during the 2019-2020 COVID-19 school closure as outlined below:

1. On April 27, 2020, OSAS unit members shall begin and/or continue working in a telecommuting program approved by their immediate supervisor.
2. On April 27, 2020, OSAS unit members deemed essential personnel shall begin and/or continue to work and report to their work locations.
3. Deans shall report to their school locations twice a week beginning on April 27, 2020 to serve as an administrator on a rotational basis (same two days a week - not to exceed two days a week 9am-3pm) to perform duties, including, but not limited to:
  - a. Manage clerical employees that might need to report to the school location.
  - b. Issue monetary refunds to senior students.
  - c. Receive shipments and deliveries.
  - d. Manage District personnel who have reported back to work in the school location.
4. Deans reporting to school locations on April 27, 2020 shall adhere to social distancing guidelines, including but not limited to:
  - a. Only 5 people in the school location.
  - b. Remain 6 feet apart from any person in the school location.
  - c. To wear a mask and maintain 6 feet distance with any member of the public.
5. During the Covid-19 closure, OSAS unit members shall continue to perform job duties and work tasks as delineated in OSAS unit job descriptions and as directed by work site supervisors.
6. OSAS unit members working under a telecommuting program shall maintain regular work hours and remain available via email, Microsoft TEAMS, and by phone during the regular workday.
7. OSAS unit members shall make reasonable efforts to engage in virtual professional development as directed by the District and/or work-site administrator.
8. The terms of the LOA shall remain valid while the District is subject to a mandatory COVID-19 closure and expire on June 30, 2020, unless an extension is mutually agreed upon by the parties.

THEREFORE, by the representatives' signatures below, the parties agree to the terms of the LOA as outlined above.

For the OSAS:

Deborah Lewis-Ake  
OSAS President

For the District:

Ando J. Pappa  
EXECUTIVE DIRECTOR LABOR RELATIONS

Date: 4/24/2020

Date: 4-24-2020

Approved: \_\_\_\_\_  
Nikolai P. Vitti, Ed.D, General Superintendent