

SEA Proposal #1
SCPS Counter #1
SEA Counter #1
SCPS Counter #2 6/23/26

4/20/2026
6/23/2026
6/23/2026

ARTICLE XXXII - WORKING CONDITIONS

A. Supplies/Equipment

1. The Board, as it deems sufficient, will provide for the purchase of new or replacement textbooks, library books or other instructional materials, supplies and equipment to support the instructional programs of the school.

2. The Board shall establish the F.T.E. values for the purpose of appropriating funds to the schools for the instructional and extra-curricular programs in accordance with Florida Statutes and the Florida School Code.

3. The principal shall advise the faculty each spring of the projected amount of monies available for the purchase of instructional supplies, materials, and equipment for the coming school year. In developing the instructional program budget for the school, the principal shall seek input from the faculty. The distribution of funds at the school level shall be determined by the building principal after consideration of input from the faculty.

4. The Board may shall provide garments and protective equipment for special subject teachers (e.g., shop, art, science). Teachers may make recommendations toward establishing priorities on local school funds to be used for this purpose. When such garments are purchased from local school funds, teachers shall wear same in the performance of their applicable duties.

~~5. The Board shall provide, at District expense, all consumables and maintenance necessary for District owned copiers and printers used for instructional or school business purposes, including toner or ink, drums, staples, maintenance kits, and copy. No teacher will be required or expected to purchase such consumables with personal funds or to print at home. Sites shall maintain an accessible process for replenishment, and replacement consumables will be supplied within two (2) workdays. Any print/copy quotas or cost-control measures shall be input and shall not impede the provision of required instructional materials.~~

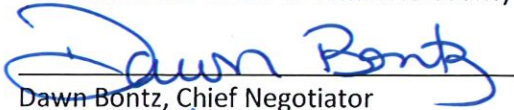
5.6. Teachers shall not be required to use personal cellular phones or other personal electronic devices, personal telephone numbers, or personal service plans to conduct District business, including calls, texts, emails, messaging, or the downloading or use of applications.

A teacher may voluntarily use a personal device for convenience, but such use shall not be expected, required, or a condition of employment, and no teacher shall be evaluated, disciplined, or retaliated against for declining to do so.

B. Facilities

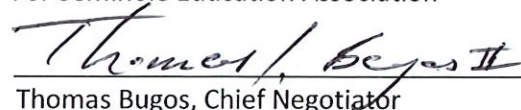
1. The administration shall provide the following facilities:

For The School Board of Seminole County


Dawn Bontz, Chief Negotiator

Date: 6/23/26

For Seminole Education Association


Thomas Bugos, Chief Negotiator

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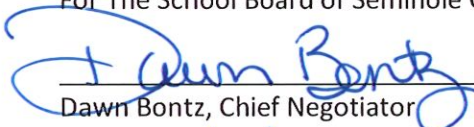
- a. A filing cabinet, serviceable chair and desk for each teacher;
- b. Appropriately equipped, lighted rest room;
- c. Lockable storage space in each classroom;
- d. A work area for teachers;
- e. A communication system for the school;
- f. Air-conditioned classroom;
- g. Telephone service available in classrooms and planning areas to teachers for official school business;
- h. Parking areas for teachers at each school;
- i. Teaching stations for special subject areas;
- j. Computer work stations for each teacher for classroom management and instruction;
- k. Appropriate safety equipment;
- l. Space in each school building for special services/classes; and,
- m. Custodial services shall be provided by the Board to maintain classrooms and other learning areas of each school in a clean condition.

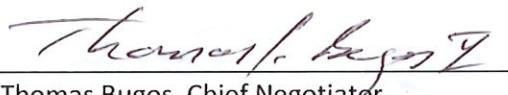
2. Comfort Standard Environmental Comfort and HVAC Maintenance

- a. ~~The District shall operate HVAC systems to maintain indoor classroom temperatures between 68°F and 78°F during occupied hours, with relative humidity $\leq$ 60%, measured at approximately 3–5 feet above the floor away from supply diffusers, consistent with industry thermal comfort practice (ASHRAE Standard 55) and OSHA indoor comfort recommendations. Brief excursions due to door openings, class transitions, or defrost cycles will not constitute a violation if promptly corrected.~~
- b. ~~Priority and Response Times.~~
Unplanned HVAC failures in occupied classrooms are Priority 1 work orders. The site will open a work order immediately and provide same-day acknowledgement to the affected teacher(s). A qualified technician shall be dispatched on the same day when feasible, or no later than the next workday; the target for restoration is within 48 hours. If parts lead times or major repairs prevent timely restoration, the site must implement the mitigation in subsection (c). (Nothing herein limits the District's authority to close rooms/buildings where safety or code requires.)
- c. ~~Mitigation and Temporary Relocation.~~
~~When a classroom's temperature is $\geq$ 85°F for 30 consecutive minutes, $\leq$ 66°F for 30 consecutive minutes, or the heat index measured in the room is $\geq$ 90, the site will within 60 minutes either:~~
 - a. ~~relocate the class to a suitable conditioned space; or~~
 - b. ~~provide effective mitigation (e.g., approved portable cooling/ventilation or heating) that brings conditions back within the ranges in subsection (1).~~

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d. ~~Transparency and Documentation.~~

~~Sites shall maintain an HVAC outage log visible to staff that shows the work-order number, date/time opened, technician status, and any mitigations in place. Temperature, humidity, and heat-index readings for triggering events will be taken and recorded in the log.~~

a. Safe and Reasonable Learning Environment

The District will make reasonable efforts to provide a safe and comfortable working and learning environment through the proper operation, maintenance, and repair of HVAC systems consistent with available resources, facility conditions, and operational needs.

b. HVAC Service Requests

Reports of HVAC malfunctions in occupied instructional spaces shall be promptly communicated through established maintenance work order procedures. HVAC issues affecting occupied classrooms shall receive priority consideration based upon the severity of the condition, impact on building operations, availability of personnel, and required repairs.

c. Temporary Measures

When HVAC conditions substantially interfere with instruction or employee working conditions, the principal or designee, in consultation with Facilities Services, may implement appropriate temporary measures, including but not limited to relocation of students or staff, adjustment of activities, use of portable equipment where appropriate, or other reasonable accommodation until repairs can be completed.

d. Communication

The District shall provide periodic updates to the affected site regarding the status of significant HVAC repairs and anticipated restoration timelines when such information is available.

e. Management Rights

Nothing in this section shall require the District to maintain specific temperature or humidity levels, guarantee repair completion within a prescribed timeframe, create additional staffing positions, purchase specific equipment, or limit the District's authority to determine maintenance priorities and operational decisions.

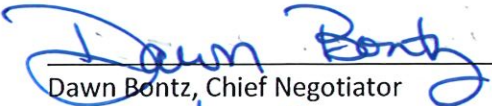
3.-2. If automatic/electronic telephones are not available at a school site, teachers may be required by the principal to telephone parents of students absent from class in order to ensure communications with the parents regarding unauthorized absence from class by students (according to the District Staff and Handbook and Board Policy 5.373).

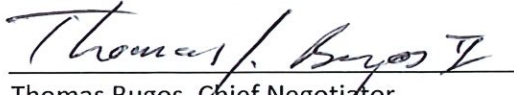
4. 3- Any teacher assigned to more than one room shall have lockable storage space for his/her use.

5.-4. Upon request, the principal may allow a teacher temporary access to his/her classroom or other areas necessary to carry out work assignment during non-school days or when the building is normally locked.

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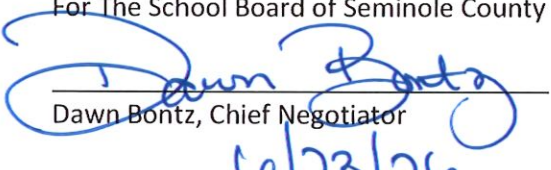
6. Schools will make every effort to provide a working space appropriate to the duties and responsibilities of itinerant teachers and the students served. Concerns relative to space assignment should first be directed to the school administrator and can also be presented to the supervisor of the itinerant teacher.

C. Duties/Responsibilities

1. The principal will appoint curriculum representatives (team leaders, department chairpersons, curriculum representatives' primary, and/or subject area representatives) from a group of subject or grade level specific volunteers. If there are no volunteers the principal will appoint members to serve. It is understood that curriculum representative responsibilities may include duties that extend beyond the normal workday. Such persons will receive a supplement in accordance with the differentiated salaries as found in APPENDIX B - SUPPLEMENTS. Teachers will not be required to serve as curriculum representatives unless they receive the supplement stated above. Curriculum representatives shall be appointed and notified in writing prior to pre-planning of each year.
2. Teacher participation in extra-curricular activities shall be voluntary.
3. Teachers shall be required to keep records and prepare reports as may be required by State and Federal Statutes, Regulations of State Board of Education and the Florida School Code.
4. The principal may delegate to any teacher the responsibility for the control and direction of the students of the school. Distribution of these duties among teachers available at the designated time will be equitable. Teachers will not be delegated this responsibility during their plan time.
5. During the time when teachers are not assigned classes, the working day shall be devoted to tasks assigned by the principal or other administrators. Said task shall be assigned in an equitable manner.
6. Teachers shall not be required to check for head lice on a regular basis. In cases of suspected school-wide infestation, as a last resort, teachers may be requested to check for head lice.
7. When the administration, after notification by and consultation with the teacher, **and appropriate testing by facilities**, determines the existence of an unhealthy or hazardous condition, **including but not limited to mold, or poor indoor air quality**, teachers **shall be appropriately relocated until the issue is mitigated**. ~~not be requested to perform tasks under such conditions. Teachers shall not be required to inspect facilities for bombs or weapons.~~
 - a. ~~Upon the indication of unhealthy or hazardous conditions, including but not limited to mold or poor indoor air quality, the District will test for the suspected unhealthy or hazardous condition within 24 hours and take necessary measures to mitigate.~~

D. Visitation of a teacher's class by persons other than School Board members, administrative/supervisory personnel shall be allowed only after permission has been granted by the building principal **and make every reasonable effort to notify notification made to affected teacher(s)** no less than twenty-four (24) hours prior to such visitation. Twenty-four (24) hour notice may be waived by the teacher **in writing**. School tours are exempt from the twenty-four (24) hour notice. ~~and are limited to common areas.~~

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E. School-wide announcements shall be made at certain designated periods. Reasonable effort will be made to avoid unnecessary announcements and interruptions.

F. Reprimands involving the teacher's professional ability, character or integrity shall be conducted in private. Teachers will receive reasonable advanced notice if they are going to be removed from their classroom for any inquiries or investigations. In instances where the behavior of the teacher requires immediate action on the part of the administrator, the administrator will use professional discretion.

G. Profits from food and soft drink vending machines in areas not accessible to students, such as teacher workrooms and/or teacher lounges, shall be expended as determined by the employees in the school with a written vote determined by the end of pre-plan. Records of receipts and expenditures of such machines shall be on file with the school's bookkeeper and shall be made available upon reasonable request.

H. When special programs or assemblies are planned; teachers shall be given at least a two (2) day notice.

I. Teachers working in self-contained classrooms shall be given a restroom break, as needed, during that portion of the day in which their regular planning period is not scheduled.

J. CIVILITY AND CONDUCT

1. If a parent, **other visitor, or employee** becomes verbally abusive to a teacher(s) when no administrator is present, the teacher(s) shall not be expected to remain as a participant in the **conversation, meeting, or conference**. If the administrator is present during a **conversation, meeting, or conference** in which a teacher may be verbally abused, the administrator will use his/her professional judgment to determine whether or not the **conference interaction** will continue. Pursuant to Board Policy 3380 (**Civility and conduct of parents, other visitors to schools and school district facilities, and district employees**), if any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly.

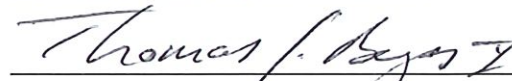
~~K.~~ 2. If verbal abuse continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the ~~meeting, conference, or telephone conversation~~ **interaction**. If the meeting or conference is on a school or Board premises, any employee may request that administrator or other authorized personnel direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement.

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