

**Memorandum of Understanding between  
The Cleveland Metropolitan Schools District  
And  
The Cleveland Teachers Union, AFT Local 279, AFL-CIO**

**RE: Contracted Supports for the Attendance Liaisons in the Office of Attendance Services**

This Memorandum of Understanding (MOU) between the Cleveland Metropolitan School District (District) and the Cleveland Teachers Union, AFT Local 279, AFL-CIO (CTU) memorializes the District and CTU's shared commitment to continue the current collaborative working relationship and enhance the shared responsibility to provide quality educational services for all District students.

The District recognizes that all provisions in the current Collective Bargaining Unit (CBA) between the District and the CTU and future CBAs as ratified, as well as other binding agreements on the CTU and the District in the form of Memoranda of Understanding (hereinafter collectively "CBA"), shall remain in full force and effect.

1. The District and CTU agree to contract with an external provider to retain temporary services of (4-6) attendance support staff to provide the clerical services in support of the attendance liaisons;
  - a. Review eligibility criteria for tier 2 and 3 students using previous attendance data, truancy thresholds with input from appropriate parties
  - b. Communicate clearly and accurately through verbal and written communication with attendance teams, parents/caregivers, and students
  - c. Create and track spreadsheets to manage workflow
  - d. Send written notifications in support of attendance guidelines
  - e. Address family inquiries with a strong focus on client experience
  - f. Run reports using Student Information System to support attendance liaison and Director of the Attendance office.
  - g. Assist with sending reports to families and school team members to support the attendance liaison and Director of the Attendance office.
2. The District will also post and secure two additional full time attendance liaisons, so there will be a total of 12 attendance liaisons and allow for two attendance liaisons to support each network. The addition of two liaisons coupled with the temporary support staff referenced in #1 above will provide an increase direct service support at the school level by the attendance liaisons.
3. Postings for two additional Attendance Liaisons will remain open until filled.
4. This MOU expires June 30, 2023.

SIGNED AND AGREED TO BY:

FOR THE UNION:

Shari Obrenski/9.15.22 (date)  
Shari Obrenski, President  
Cleveland Teachers Union

FOR THE DISTRICT:

Eric S. Gordon/9.15.22 (date)  
Eric S. Gordon, Chief Executive Officer  
Cleveland Metropolitan School District