MEMORANDUM OF UNDERSTANDING
between
The Board of Education of Baltimore County
and
The American Federation of State, County and Municipal Employees (AFSCME)

Cash in of Five (5) Earned Excess Vacation Days

Whereas the Board of Education of Baltimore County (Board) and Council 67/Local 434 of the American Federation of State, County, and Municipal Employees (AFSCME) (hereinafter jointly referred to as the “Parties”) seek to recognize the work being done by AFSCME represented employees and offer incentives to foster the continued execution of their critical duties in support of the BCPS, and

Whereas the Parties, in accordance with the Memorandum of June 22, 2021, on the Accumulation of Vacation Time and Use of Compensatory Time agreed to suspend Article XII, Section 8 of the Master Agreement between the Parties establishing the annual maximum accumulation of vacation days at forty (40) days for FY 21 and FY 22, and

Whereas many AFSCME represented employees have accumulated vacation days beyond the established cap of forty (40) days and the Master Agreement only allows for the payment for accumulated vacation at the time of separation,

The Parties now agree to a one-time exception to the Agreement to allow AFSCME represented employees with earned vacation days more than the established cap to cash in up to five (5) vacation days. Those employees interested in cashing in vacation days shall complete the AFSCME One-Time Vacation Payout Form, located on the Office of Payroll's internet page, and submit the form to their immediate supervisor for authorization on or before December 31, 2022. Supervisors shall review, approve, and submit completed forms to the Office of Payroll for processing. The Payroll Office shall process the hours for the next regular payroll following the receipt of the completed request form.

AFSCME: Bryan Epps
Printed Name
Signature 7/29/2022

BOE: George M. Duque
Printed Name
Signature 8/2/2022

Date