

**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY**

**AND**

**FEDERAL EDUCATION ASSOCIATION**

**Memorandum of Understanding**

**Culinary Arts Program Implementation**

The Department of Defense Education Activity (DoDEA) and the Federal Education Association (FEA), hereafter referred to as the "parties," hereby agree to the following guidelines concerning the implementation of the Culinary Arts Program in DoDDS schools in the FEA bargaining unit.

- 1) Management will provide several options for initial training of Culinary Arts educators in the new curriculum. Educators will be notified in a timely manner regarding the date of the training. Educators will choose one of the following options for training:
  - a. Educators will be provided with one day or late release at the end of school year (SY) 13/14 to complete initial training in the Culinary Arts curriculum, with educators paid at their daily rate.
  - b. Educators will have one day early return prior to the start of SY 14/15 to complete initial training in the Culinary Arts curriculum, with educators paid at their daily rate.
  - c. Educators will have one sub day in September 2014 to complete initial training in the Culinary Arts curriculum.
- 2) Prior to the initial training date, management will provide all bargaining unit members required to use and/or teach the Culinary Arts Program with the materials and resources, to include hardware, software and accompanying equipment expected to be used in support of the program and/or a list of the resources to be provided.
- 3) During the first grading period of SY 14/15, management will provide bargaining unit members required to use and/or teach the Culinary Arts Program the option of two (2) one-half (1/2) days or one (1) day for follow up training in support of the new Culinary Arts Program implementation. Bargaining unit members will request release time from their school administrator.
- 4) In the event any bargaining unit member requires more time to review the new materials and resources for successful implementation of the Culinary Arts Program, they may request release time from their school administrator for additional training from the applicable ISS.
- 5) In the event of technological malfunction during training, the bargaining unit member, the school FRS, and the school principal will meet to determine how the lost time will be rescheduled.

- 6) The agency will provide all resources required for the success of the Culinary Arts Program to include, but not limited to, equipment and the necessary funding to purchase food products.
- 7) If there is additional work, preparation or other activities in the use of the Culinary Arts curriculum and/or training, any DoDDS educator in the FEA bargaining unit who performs any aspect of using the Culinary Arts curriculum outside of the duty day will request approval from the building administrator to be paid at their prorated hourly rate for all time spent outside the duty day. This approval process may be brought to the parties at the national level.
- 8) Bargaining unit members completing the Culinary Arts Program training will be evaluated in accordance with the standards as outlined in their performance appraisal in SY 15/16.
- 9) The parties will make every effort to resolve any disputes that arise at the organizational level where they arise prior to forwarding the matter to the next higher level.
- 10) Any instructions, FAQ's, or other guidance designed to implement or interpret this MOU on the new Culinary Arts curriculum will be negotiated to completion with the Association before they can be disseminated to the Areas. Districts or schools.
- 11) DoDDS educators in the FEA bargaining unit who were part of the implementation of the new Culinary Arts curriculum will participate in an anonymous survey about the implementation. This survey may be jointly developed and conducted by the parties. The survey will include questions regarding: what issues they encountered, whether any additional resources are needed for the course, and whether they have any additional concerns about the Culinary Arts program that may be addressed. The full results of the survey and data collected from the pilot, excluding identifiable data, will be shared with the Association.



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Chuck McCarter  
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Date May 22, 2014

Date May 14, 2014