

# **DEPARTMENT OF DEFENSE EDUCATION ACTIVITY**

**AND**

## **FEDERAL EDUCATION ASSOCIATION**

### **Memorandum of Understanding**

#### **INTEGRATED LIBRARY SYSTEM PILOT**

The Department of Defense Education Activity (DoDEA) and the Federal Education Association (FEA), hereafter referred to as the “parties,” hereby agree to implement the Integrated Library System Pilot for the FEA DoDDS bargaining unit in accordance with the attached information paper dated February 10, 2011, as follows:

- a. The parties agree that DODEA will implement the Pilot Program in the FEA DoDDS bargaining unit at the designated schools by Headquarters on a volunteer basis where the principals and the FRS jointly agree to participate in the pilot.
- b. All DoDDS Information Specialists in the FEA bargaining unit who agree to participate in the pilot will receive a minimum of two (2) days of “face-to-face” training from management during the duty day on release time. If training cannot be accomplished during the duty day, the parties agree that management and the FEA representative at the appropriate level will consult about the time, place and length of the training.
- c. DoDDS Information Specialists participating in the pilot will be provided training, as needed, on the Information Center Automation as may be necessary to ensure the success of the pilot, as requested by the Information Specialist. The training will be conducted in the most cost efficient and effective manner.
- d. The parties agree to work together on a collaborative basis throughout the pilot to ensure minimal disruption to the DoDDS instructional program and student activities, as well as on any issues that arise in the course of the pilot at the organizational level where they arose. In the event an issue cannot be resolved at that level, the issue will be elevated through the chain of command until the issue can be resolved.
- e. The parties agree that the DoDDS Information Specialists in the FEA bargaining unit participating in the pilot will not have any aspect of the pilot used or included in their performance evaluations.
- f. The parties agree that for the duration of the pilot, DoDDS will maintain the existing system and the pilot system concurrently.

- g. If there is additional work, preparation or any other activities connected to, or part of, the pilot performed outside the duty day, the Information Specialist will request approval from the Building Administrator to be paid by an extra duty contract. This approval process may be raised by the parties at the national level.
  
- h. The parties agree that the pilot will terminate no later than the end of SY 2011/12. If the Agency decides to implement the Integrated Library System, the FEA will be given prior notice and the parties will bargain to a full and final conclusion before implementation of the program.



Lenoir Graham  
HR Director, DoDEA

Date 4/13/2011



Michael Priser  
FEA President

Date April 13, 2011