

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE BOARD OF DIRECTORS OF INTERMEDIATE UNIT #25  
AND  
EARLY HEAD START/HEAD START POLICY COUNCIL  
AND  
UNITED CHILD CARE UNION/NUHHCE/AFSCME, AFL-CIO**

This Memorandum of Understanding (the “MOU”) is made by and between Delaware County Intermediate Unit (hereinafter “Employer”) and the Delaware County Intermediate Unit Early Head Start/Head Start Policy Council and United Child Care Union/NUHHCE/AFL-CIO Association (hereinafter “Association”). The Employer and the Association will be referred to collectively as “the Parties”.

**WHEREAS**, the Employer and the Association are parties to a Collective Bargaining Agreement (hereinafter “CBA”) effective from July 1, 2021 through June 30, 2026;

**WHEREAS**, the DCIU Board of Directors and the Executive Director recognize the difficulty experienced in filling positions within the Early Head Start/Head Start Programs. In response, the parties agree to offer a Hiring Bonus in the amount of \$2,500 for each newly hired bargaining unit member.

**NOW THEREFORE**, intending to be legally bound hereby, it is agreed that,

1. Each newly hired bargaining unit member, as that term is defined in section 8 below, will be paid a Hiring Bonus in two payments as follows:
  - a. 1<sup>st</sup> payment of \$1250 shall be paid following completion of 60 working days.
  - b. 2<sup>nd</sup> payment of \$1250 shall be paid following completion of 120 working days.
2. Employee must be actively working and in good standing to receive payment. For each of the two Hiring Bonus payments, “in good standing” shall be defined as having not received any disciplinary referrals, or verbal or written reprimands, or been suspended or written reprimands or a “needs improvement” or “failing” evaluation. Further, the employee must have a successful probationary period and not have one’s probationary period extended. If the probationary period is extended and the employee is successful at the 121-day period of time, he/she will receive the second hiring bonus payment of \$1,250.
3. The payment shall be considered income for tax purposes and the Employer shall proceed with the appropriate withholdings.
4. These payments are not eligible for deductions to the Public-School Employees’ Retirement System (PSERS).
5. Long term substitutes are not eligible for this Hiring Bonus.
6. Individuals employed exclusively for seasonal work are not eligible for this Hiring Bonus.
  - a. (e.g., Extended School Year (ESY))
7. Payments will be prorated for part time employees based on their schedule and date of hire.
  - a. (e.g., A teacher who is employed in a .5 assignment would receive 50% of payment)
8. The Hiring Bonus will apply to all bargaining unit members hired on or after July 1, 2022.
9. The Hiring Bonus will expire on June 30, 2023, with the option of extending the incentive through June 30, 2024, if mutually agreed upon by all parties.
10. The Employer may discontinue the Hiring Bonus at any time for any reason.
11. The terms of this MOU are not subject to the Grievance Procedure outlined in ARTICLE XII.
12. Neither the entry into this MOU nor any payment of Hiring Bonus amounts shall constitute a past practice between the parties or set a precedent of any kind.

13. This MOU contains the entire agreement between the parties.

14. All other terms and conditions of the CBA between the parties hereto shall remain in full force and effect.

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Delaware County Intermediate Unit No. 25  
Board of School Directors

President

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Date

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Delaware County Intermediate Unit No. 25  
Early Head Start/Head Start Policy Council and United  
Child Care Union/NUHHCE/AFL-CIO Association  
President

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Date