

September 30, 2020

The following highlights updates as an addendum to the MOU between CUSD and CUEA dated August 12, 2020. These will be incorporated into the original MOU, but are outlined below to help clarify the updates.

CUEA In-Person Start Date

<u>Grade Level/Program</u>	<u>Students</u>	<u>Staff</u>
SpEd Programs and Services	Monday, September 28	Wednesday, September 23
PK, TK, K, 1st Grade	Tuesday, September 29	Thursday, September 24
2nd and 3rd Grades	Thursday, October 1	Monday, September 28
4th and 5th Grades	Monday, October 5	Wednesday, September 30
Middle School	Tuesday, October 6	Tuesday, September 29
High School	Tuesday, October 13	Tuesday, October 6

2.9 Secondary program A and B general education students receive at least 1 live, synchronous, lesson daily for each period of regularly scheduled classes (i.e. block schedule). Teachers are expected to be available with students throughout the class period. Program A and B students and teachers will follow the same schedule.

2.9.1 A period may include the live lesson and the following: direct instruction, small group instruction, 1 on 1 instruction or assessment, and independent student practice. Teachers shall be available to students during instructional minutes.

2.9.2 During independent student practice (e.g. APEX, UC Scout, working on an assignment after lesson instruction...), the teacher will be available for Program B (online) students.

2.9.2.1 Availability may take the form of but not limited to email, discussion board, shared google doc, and/or virtual meeting room during the class period.

2.9.2.2 Program B students may interact with Program A students during the class period, through a virtual meeting room, at teacher discretion.

2.9.2.3 Ed Code 51512 and the District's Technology Use Policy will be upheld to the highest standard.

2.10 Secondary teachers will have both Program A and Program B students on their rosters.

- Efforts will be made to equalize the number of Program B students in each cohort, as practicable.
- Program B students shall be counted as “in-person” for the purposes of establishing cohort maximums.
- Teachers with both Program A and Program B students will receive 2 hours per month of non-instructional additional assignment hours when schools return to in-person instruction.
- Teachers will have the option to request no more than 10 Program B students in their class. Administrators will collaborate with teachers and decide schedule changes, as practicable.
- Teachers with one or more classes including more than 10 online students in a class period will receive an additional 2 hours per month of non-instructional additional assignment hours when schools return to in person instruction.
- Sites with specialized programs such as Two-Way Immersion and Tutorial will use Article 20 and/or EERC for specific site solutions related to their programs.

5.3 Student cohort sizes in the physical, in-person, classroom will be approximately half of the class roster with all efforts made to balance the number of live and online students equally between the two cohorts. When building classes, all efforts will be made to place 16 live students with a hard cap maximum of 20 in person students in each cohort. Cohorts may not be combined in the event of teacher absence for in-person instruction, unless all CDPH guidelines can be met.

5.3.1 PE classes are exempt from this maximum so long as they are online. Article 8.5.2 of the Collective Bargaining Agreement (CBA) continues to be followed.

5.3.2 In the event there is not room for a Program B student wishing to return to a Program A model for a particular class period, they will be transferred to another teacher and/or period which will accommodate them.

5.4 PE Classes will remain on-line until class sizes can be returned to normal size according to Article 8.5 of the CBA.

6-12 Teachers may be allowed to work from home on virtual Mondays as per the qualifications listed in 4.2 - 4.8 of this MOU.

TK-5 Addendum:

Teachers are expected to be with their students upon the commencement of the classroom teacher's instructional time.

Regular duty schedules will be created as outlined in Article 5.3.5.

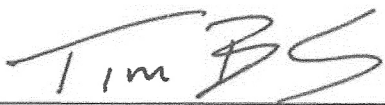
Teachers needing to use the restroom during their morning and afternoon session shall be encouraged to contact the front office for supervision for the purposes of using the restroom.

Teachers TK-12 will spray and wipe the tops of student desks, chair surfaces and door handles with approved disinfectant in between classes. Teachers may ask students to remove debris from their desks prior to exiting the classroom.

Teachers TK-12 may be asked to take student temperatures. Students measured with a temperature above normal will be referred to the health office.

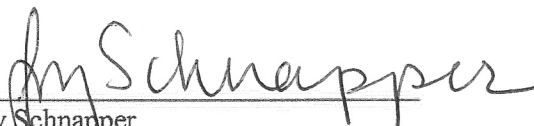
2.7 All Elementary teachers will have 3 independent planning days per month during ACE time, through October 31, 2020. Professional Learning Communities (PLC) work with colleagues around assessment data and its influence on instruction will be completed during the regular professional day. All regular Collective Bargaining Agreement (CBA) expectations for PLC time are in effect once students return to in-person learning in either hybrid or traditional model.

TK - 5 parent-teacher conferences may be offered in a virtual setting at the discretion of the teacher.



Tim Brooks
Associate Superintendent, Human Resource Services
Capistrano Unified School District

9/30/2020
Date



Joy Schnapper
President
Capistrano Unified Education Association

9-30-2020
Date