

# Memorandum of Understanding

Between the Board of Education of Carroll County  
and  
the Carroll County Education Association  
Regarding  
Classroom Coverage for the Second Half of the 2021-22 School Year  
and Recognition Bonus

**WHEREAS**, the ongoing COVID-19 pandemic has posed numerous challenges and disruptions to the 2021-22 school year; and

**WHEREAS**, the pandemic has placed burdens on CCPS officials, employees, parents, and students;  
*and*


**WHEREAS**, the Board and the Association, desire to work cooperatively in mutual recognition that our students' academic recovery and educational services are best provided by our own exceptional employees.

**NOW THEREFORE**, intending to be legally bound hereby, the parties agree as follows:

1. This MOU does not constitute a permanent modification of the Master Agreement and does not extend beyond the time periods stipulated herein;
2. This MOU shall not alter any terms of the Master Agreement. All other terms of the Master Agreement shall remain in full force and effect, including Article XXIII for all other purposes;
3. This agreement is not setting precedent or past practice;
4. This MOU applies to CCEA-represented employees in Central Office as well;
5. This MOU is effective from January 3, 2022 through the final student day of the 2021-22 school year; and
6. In situations when CCEA employees cover classrooms other than their assigned classes, the following provisions apply regarding that coverage:
  - a. Coverage will be voluntary, when possible;
  - b. Coverage will occur only after all substitute coverages have first been filled;
  - c. Doubling of classes shall be limited to circumstances where there is no other viable solution;
  - d. Non-tenured employees shall be assigned to coverage only in circumstances where there is no other viable solution unless the employee has volunteered; and
  - e. Compensation for coverage: The Board shall reimburse CCEA employees who cover other classes during their planning time at a rate of \$30 per hour.

Recognition compensation: All employees shall receive a \$1,000 recognition bonus paid in two installments. The first installment shall be remitted on the first pay period in April 2022. The second \$500 installment shall be remitted on the second pay period in June 2022.

For the Board of Education

  
11/26/2022

For CCEA

