

MEMORANDUM OF UNDERSTANDING  
Salinas City Elementary School District  
And  
Salinas Elementary Teachers' Council  
April 13, 2023

This Memorandum of Understanding (MOU) is by and between the Salinas City Elementary School District (SCESD) and the Salinas Elementary Teachers' Council (SETC).

The purpose of the MOU is to set forth the mutually agreed upon terms and conditions for the Salinas City Virtual Academy for the 2023-2024 school year. Both parties agree to renegotiate the terms of this MOU if a single party deems it necessary. Requests will be made in writing.

All of the rights and responsibilities of the SETC Master Agreement will remain in effect with the following modifications for Salinas City Virtual Academy

I. Hours of Employment

- A. Staff will be on campus 15 minutes before the start time of class. Those 15 minutes will be used for preparation.
- B. In addition to required instructional minutes by grade level, each teacher will provide 20 minutes per day of teacher-led activities, in lieu of in-person supervision. This time will be for student clubs or other electives. Bargaining unit members will each run a separate club or elective (art, music, dance, etc) for the students to join online for enrichment and social interaction. One of the 20 minute sessions per week may be for preparing for the clubs and electives. Upon agreement between the employee and site administration, these minutes can be accumulated and used for student activities that do not occur daily and are longer than 20 minutes per session. Minutes cannot be carried over from week to week.
- C. Back to School Night
  - 1. Back to School Night will be held virtually
    - a) The time needed for Back to School Night will not exceed 90 minutes
  - 2. An additional in-person meet and greet will be scheduled before school begins
    - a) The first week's club/elective periods will be used for the meet and greet(s)
- D. Open House
  - 1. Open House will be held in-person and will be an end of unit/project showcase.

II. Evaluation

- A. Formal observations will be conducted of online instruction.

III. Transfer and Reassignment

- A. SCVA positions will not be considered as open positions through the consolidation process.

IV. Teacher Location

A. Bargaining unit members will be provided a teaching space on the school campus. Bargaining unit members will be required to work their workday minutes on the school campus.

1. For special teaching activities/events, like virtual field trips, teachers may request in advance to teach lessons from a different location that necessitates a curriculum-based environment.

V. Online Classroom

A. Bargaining unit members will be required to have their site administrator as a co-teacher on their Google Classroom or other platform.

SETC



Pamela Conner  
SETC President



Merissa Dacpano  
SETC Negotiations Chair

Date: 4.13.23

SCESD



Dr. Rebeca Andrade  
Superintendent



Susana Mancera-Juárez  
Interim Assistant Superintendent H.R.

Date: 4/13/23