

Memorandum of Understanding

Milford Senior High

WHEREAS, this is a Memorandum of Understanding between the Milford Education Association, DSEA/NEA and the Milford School District Board of Education regarding a temporary modification of the daily work schedule as outlined in article XV section 15.2.1 of the Agreement between the Milford School District Board of Education and the Milford Education Association, DSEA/NEA, Teachers Negotiated Agreement 2023-2025. This agreement is in effect for the 2023-2024 school year.

THEREFORE, the MEA and District do hereby agree to the following:

Administration may utilize up to twenty (20) minutes of one (1) planning period per week on a rotating basis to provide coverage in classrooms. Administration will evaluate all available options in making best attempts to limit the twenty (20) minutes of coverage to one (1) planning period per week and four (4) times per month. Equity of coverage, within a class period, shall be kept consistent on a monthly basis. This may result in a loss of consecutive planning time; however, each coverage person should still receive their forty-five (45) minutes of planning time.

With the exception of emergency or illness, teachers will be given twenty-four (24) hours' notice of coverage. With the exception of emergency or illness, TAM partners will not be called out of scheduled classes to cover another class.

If a coverage person does not show and a teacher loses an additional twenty (20) minutes of planning, the coverage credit will be taken from the missing teacher and applied to the other. All efforts will be made to minimize this. Teachers should call student services and/or the main office immediately if coverage does not show after their assigned twenty (20) minutes.

Loss of 45 minutes or more of planning due to attending an IEP meeting(s) will result in one coverage credit.

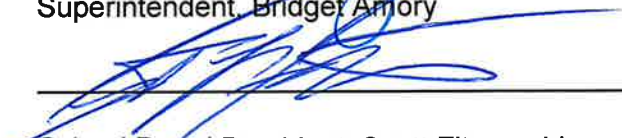
Administration will create, and share with the faculty, a spreadsheet to ensure that coverage is spread equally through all available faculty members, which will be filled out and maintained by the staff responsible for assigning coverage. The MEA may request a meeting with administration to review the implementation at any time. Administration will make all attempts to ensure that all coverage is documented with fidelity.

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MEA President, Kristin Galati

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Superintendent, Bridget Amory

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School Board President, Scott Fitzgerald