

Memorandum of Understanding

Milford Central Academy

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 2024-2025 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 emergencies, teachers will be given notice of coverage by 8:00 AM the morning of. 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 the main office immediately if coverage does not show after their assigned twenty (20) minutes.

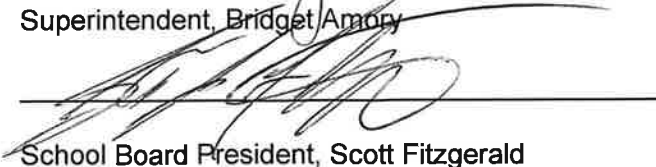
Administration will create, and share with the faculty, a spreadsheet to ensure that coverage is spread equally through all available faculty members, which will be filled out and maintained by the staff responsible for assigning coverage. The MEA may request a meeting with administration to review the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

A handwritten signature in cursive script, reading "Kristin Galati", written above a horizontal line.

MEA President, Kristin Galati

A handwritten signature in cursive script, reading "Bridget Amory", written above a horizontal line.

Superintendent, Bridget Amory

A handwritten signature in cursive script, reading "Scott Fitzgerald", written above a horizontal line.

School Board President, Scott Fitzgerald