

MEMORANDUM OF UNDERSTANDING #8
between the
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
and the
FOLSOM CORDOVA EDUCATION ASSOCIATION

Revise of 8.16 240-Minute Minimum Days
February 5, 2025

The Folsom Cordova Unified School District (“District”) and the Folsom Cordova Education Association (“FCEA”), collectively referred to as “the Parties,” enter into this Memorandum of Understanding (“MOU”) to clarify contract Article 8.16: 240-Minute Minimum Days, and the 2023-24 MOU #6 “Minimum days at comprehensive secondary schools.”

1. On March 15, 2024, the Parties entered into a Memorandum of Understanding (“MOU #6”) for the year 2024 - 2025, all comprehensive secondary sites will mirror the minimum days scheduled for 2023 - 2024. FCUSD and FCEA agree to meet and negotiate the above contract language to reflect current practices and ensure feasibility at all sites. Elementary minimum days will remain unchanged.
2. Pilot Language

For the duration of this MOU, the following language shall supersede 8.16 of the CBA

8.16 240-Minute Minimum Days

8.16.1 The elementary student school day calendar (grades K-5) allows up to ten (10) 240-minute days. At the elementary schools, these minimum days can be used for, but are not limited to parent conferences, back to school night(s), open house, completing mandatory annual training modules, and report card preparation.

8.16.2 The middle school student school day (grades 6-8) and the high school student day calendar (grades 9-12) allows ten (10) 240 minute minimum days. At the secondary level these minimum days are to be used for, but are not limited to: Final exams, grade report preparations, back-to-school night(s), parent conferences, completing mandatory annual training modules, graduation, or other school wide events.

8.16.2.1 Middle schools will have two days for grade report preparation at the end of each quarter (8 days total). Remaining days' purpose to be determined by the site collaboratively by staff and administration.

8.16.2.2 Remaining days may be used for professional development. Site administration and staff shall work collaboratively to determine purpose and dates.

8.16.3 At all sites, days shall be determined for the next academic calendar prior to the end of the current school year. Two hundred and forty (240) minute minimum dates used for PD or other school wide activities shall be arrived at in consultation with the site staff and leadership team and with final approval by the Assistant Superintendent of Education Services.

8.16.4 At all elementary, secondary, and alternative education sites, on grade report preparation days staff may complete their work off site following the dismissal of students upon notification of administration. Teachers will be reachable by phone during their normal work day hours.

8.16.4.1 Elementary teachers may use flexibility for staff to schedule parent conferences outside of the workday.

8.16.4.2 For all schools, staff shall be on campus for non-grade report preparation days such as back to school night, parent conferences, open houses as well as site determined school wide events or professional development, recognizing that staff may be off site between student dismissal and an evening event.

8.16.5 Alternative Education programs shall develop minimum day schedules as described in their side letters appropriate to the unique needs of the program and students.

3. Duration

This MOU will be piloted during the 2025-2026 and 2026-2027 school years and revisited spring of 2027. This MOU will sunset on July 1, 2027, absent mutual agreement unless both parties agree in writing to move it into the contract to replace existing article 8.16.

FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT

By: 
Donald Ogden Ed D., Associate
Superintendent Human Resources

Date: 2-7-25

FOR THE FOLSOM CORDOVA
EDUCATION ASSOCIATION

By: 
Tracy Suter, FCEA Executive Officer
Bargaining Chair

Date: 2-7-25

Board Approved: 03/06/2025