

**Memorandum of Understanding
between the
Tustin Unified School District
and the
Tustin Educators Association**

The parties agree that the provision below shall be in effect in the ~~2023-2024~~ **2024-25** school year for teachers of Grades 3-5.

Article 5 – Hour of Employment

Background:

5.6 Preparation Periods, Non-student Work Days and Planning Days

5.6.3 Classroom teachers of grades three (3), four (4), or five (5) shall have two (2) release days for planning during the year which shall be student instructional days and shall be scheduled by the bargaining unit member on dates mutually agreed upon by the grade level team and the site administrator.

These teachers may choose to work one (1) or both days during the first two (2) weeks before or after the bargaining unit members' work calendar, or during spring break, and be compensated at the long-term sub rate of pay, provided that summer cleaning, deferred maintenance and construction are not disrupted.

5.6.3.1 If the planning day is to be taken off-campus, the site administrator must give prior approval.

It is agreed that general education and special education teachers of Grades 3-5, who still have one or both release planning days remaining under 5.6.3, have the option to take them outside the work year for a stipend, including weekends or during non-student/non-work days. The contract already allows for them to be taken during spring break or the two weeks before/after their work year. This new agreement allows for weekends or any of the upcoming non-student/non-work days noted below for ~~2023-2024~~ **2024-25** for a stipend of \$191, which is the current long-term sub pay. If the day is to be taken off-campus, the site administrator must give prior approval.

Planning date options for ~~2023-2024~~ 2024-25 for a \$191 stipend:

- Any weekend
- November 11
- **November 25-29** (Thanksgiving break)
- **December 23- January 3** (Winter break)
- January **20**
- February **14, 17**
- **March 17-21** (Spring break)
- **May 26**
- May 30-June **13**

For the District

For the Association

Date

Date