

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SAN MATEO COUNTY OFFICE OF EDUCATION  
AND  
SAN MATEO COUNTY EDUCATORS ASSOCIATION**

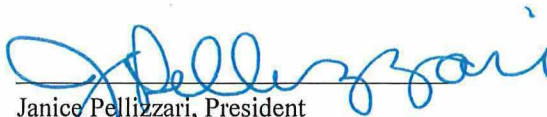
The San Mateo County Office of Education (County Office) and San Mateo County Educators Association (SMCEA) agree to this Memorandum of Understanding relating to the supervision of after school classes for the 2023-2024 school year.

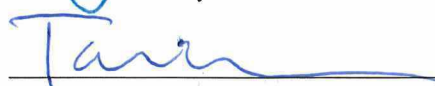
1. The parties agree to provide after school supervision and student support during Project Change classes provided by College of San Mateo. The unit member is responsible for being the supervisory certificated unit member and teacher of record. The unit member will provide after school supervision and student support from 3:00pm-4:15pm for 1.25 hours per day, 2 days per week, for a total of 31 days. Total pay after the end of the contract day will be based on 0.75 hours per day.
2. The parties agree to provide after school supervision and student support during VAPA classes. The unit member is responsible for being the supervisory certificated unit member and teacher of record. The unit member will provide after school supervision and student support from 1:00pm-3:30pm for 2.5 hours per day, 1 day per week. The unit member will be released from the staff meeting in order to provide supervision and student support for this program.
3. The unit member shall be paid a total stipend amount of \$2,975.00. The stipend shall be divided and paid out in equal increments during the months of service.
4. The County Office shall deliver to unit members (via email) notice of the after-school teaching vacancy. Unit members shall indicate their interest by replying to the notification email within 5 calendar days.
5. All interested unit members who have indicated their interest will be interviewed for the open position.
6. The selected unit member must accept or decline the position within two (2) workdays by providing written notice via email.
7. This Agreement shall continue through the 2023-2024 school year.
8. The parties represent that they are authorized to enter into this MOU.
9. The parties agree this Agreement is not precedential nor does it create a past practice or amend the Collective Bargaining Agreement.

The undersigned representatives of the parties, represent that they are authorized to enter into this MOU. The MOU will be effective upon its full execution.

1/26/24  
Date

1/26/24  
Date

  
Janice Pellizzari, President  
San Mateo County Educators Association

  
Tami Moore, Associate Superintendent  
San Mateo County Office of Education