

MEMORANDUM OF UNDERSTANDING
2025-2026

This Memorandum of Understanding is entered into between Independent School District #2159 Buffalo Lake-Hector-Stewart Public Schools and Education Minnesota EA 7035 for the contracted year of 2025-2026.

Whereas, the School District and the Union are parties to a Master Agreement, and

The Minnesota Department of Education (MDE) has approved the Flexible Learning Year, which alters the teacher work and instructional day according to the master agreement.

Whereas, the parties wish to modify certain terms and conditions of employment while operating with a Flexible Learning Year to protect teacher preparation periods.

Now, therefore, the parties hereto have agreed as follows:

1. Article X, Hours of Service, Section 5, Teacher Periods. The parties agree to a modified instructional day which does not allow for all members to receive daily preparation time of a minimum of 68 minutes.

- 4 Day Instructional Week= 272 minutes of preparation time
- Middle School/ High School Instructional Time= 52 Minutes (208 minutes of preparation time per week)
- Elementary= 285 minutes of preparation time per week
 - 5- 45 minute specialists per week
 - 2- 30 minute specialist per week
- a. Elementary Members may not meet daily preparation time requirements, however, do meet the weekly minimum required preparation time.
- b. Middle School/ High School Members do not meet daily or weekly preparation time requirements
 - The current calendar reflects the following shortage of preparation time requirements for MS/HS Members. Listed below are monthly preparation totals, which will be protected for Members that are affected on one Staff Development Day per month:
 - September- 4.25 hours
 - October- 4.5 hours
 - November- 4 hours
 - December- 3.5 hours
 - January- 4 hours
 - February- 4 hours
 - March- 4.5 hours

- April- 4.25 hours
- May- 4.06 hours
- As a staff member, if you are on leave and not in the building, the owed preparation time is forfeited.
- Article IX, Leaves of Absence. Section 5, Personal Leave Day reflects the process of approval on Staff Development Days.

2. This Memorandum Of Understanding is incorporated into the Master Agreement and is subject to the grievance procedure.

3. Any rights or duties pursuant to the Master Agreement not identified in this Memorandum of Understanding, but affected by MDE approved plan, shall be subject to bargaining with the Union and subject to the grievance procedure.

4. This MOU is effective until such time the parties negotiate otherwise or the Flexible Learning Year is discontinued.

5. In the event that the Flexible Learning Year is discontinued, the provisions of the Master Agreement in place for the Traditional Schedule shall go into effect.

By signing below, the parties agree to the terms of this Memorandum of Understanding.

INDEPENDENT SCHOOL DISTRICT NO. 2159



District Representative

9/4/2025
Date

EDUCATION MINNESOTA-BLHS



Union Representative

8/28/2025
Date