

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.

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

Whereas, the Minnesota Department of Education (MDE) has approved the Flexible Learning Year submitted by the School District and

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

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

1. Article XI, Length Of The School Year. Section 1, Teacher Duty Days. The parties agree to a modified school year, referred to as Flexible Learning Year beginning the 2025-2026 school year in accordance with the MDE approved plan. The length of the school year shall be modified to state that the teacher duty days shall consist of 167 days as noted on the attached calendars.

2. Article X, Hours Of Service. Section 3, Building Hours. For the purposes of this document and the Flexible Learning School Calendars, there will be three types of basic days defined. The addition of hours represented by these days will equal 1419 hours. Preparation time will be adjusted to provide teachers with uninterrupted preparation based on their scheduled day, either by instructional periods or hourly schedules as assigned. Preparation time will be given in one uninterrupted time period or more during the student contact day.

- Student Days: 149
- Professional Development Days:
  - 16 days at 8.5 Hours per day for a total of 136 Hours.
  - 4 of the 16 days in the 2025-2026 Calendar will be designated for Professional development and Parent-Teacher Conferences (16 hours) 4:00 PM- 8:00 PM These are designated for family engagement opportunities only.
- E-Learning Days:
  - E-Learning days (Snow days only) for students will start at 8AM and will conclude at 12PM. Students will be instructed online synchronously. Students will complete work assigned during instruction from 12:30PM -3:30PM and will have the opportunity to check in virtually with their classroom teachers. Staff are required to work their full contracted day
  - E- Learning days will only be utilized when designated Snow Make-Up Days have been utilized.

3. Article X. Hours Of Service. Section 3. Building Hours. The specific hours of a teacher's workday may vary according to the needs of the educational program of the School District. Teachers will be expected to work 8.75 Hours daily. In the instance of a required meeting, the teacher must attend even if outside of their workday.

A teacher shall have the option to work the hours of 7:00 AM-3:45 PM or 7:15 AM to 4:00 PM. This will be selected at the beginning of the year by each teacher and remain consistent.

4. Professional development days scheduled on Mondays will provide time for teacher preparation, grading, staff meetings, mandatory trainings and other district meetings that may be required.

4. Article IX. Leaves Of Absence. For the purpose of calculating earned or unused sick leave or any other categorical leave (personal leave, bereavement) in Article IX, all days previously earned as a "day" will remain a "day" regardless of the hours previously attached to them.

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

6. 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.

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

8. 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