

MEMORANDUM OF UNDERSTANDING #25-26-16
between the
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
and the
FOLSOM CORDOVA EDUCATION ASSOCIATION

Teachers Working on Their Prep Period
May 13, 2026

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") regarding the terms and conditions of employment when a teacher assigned to a secondary school site works during their prep period to cover a vacancy. For the period of this MOU, the language set forth below shall supersede any conflicting language in Article 8.

1. Full-time Teachers Working a Prep Period

8.4 Comprehensive secondary schools often have the need for full time (1.0 FTE) staff members to work during their prep period to cover vacancies. This need can arise as a result of many factors including, but not limited to, the leave of absence of a colleague or the inability to fill a position.

8.4.1 On a voluntary basis, a staff member may request to work during their prep period to cover a vacancy for which they are qualified.

8.4.2 The opportunity to volunteer will be rotated as equally as reasonably possible.

8.4.3 Payment for assignment

8.4.3.1 Two Consecutive Weeks or More in a Single Vacancy

8.4.3.1.1 Use table from 8.3 to determine additional FTE percentage; using this percentage, compensation will be prorated at his/her step placement on the salary schedule.

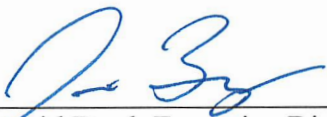
8.4.3.2 Less than Two Consecutive Weeks in a Single Assignment

8.4.3.2.1 Compensated at the current substitute teacher rate per Appendix E-1.

8.4.4 Amounts over 100% (1.0 FTE) are only applied to the STRS supplemental account. Any percent over 100% is not considered base salary schedule placement.

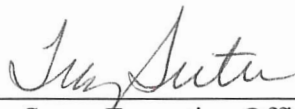
This MOU will be in effect through June 30, 2027. By mutual agreement, both parties will either move this MOU into the contract after June 30, 2027 or will allow it to sunset.

FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT

By: 
David Byrd, Executive Director
Human Resources

Date: May 20, 2026

FOR THE FOLSOM CORDOVA
EDUCATION ASSOCIATION

By: 
Tracy Suter, Executive Officer

Date: 5-20-26

Board Approved: 06/04/2026