

RTPA Counter 9:07am 10/5/2022
RUSD Counter 11:36 10/11/22

MEMORANDUM OF UNDERSTANDING
BETWEEN ROCKLIN UNIFIED SCHOOL DISTRICT AND
ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION/CTA/NEA

Re: Substitute Teacher Shortage

This memorandum of understanding (MOU) is entered into by the parties on the 11th day of October, 2022. This MOU will amend the extra hourly rate, substitute rate listed in the Extra Assignment pay schedule. This MOU will be in effect through December 25, 2022. At the conclusion of this MOU, both parties may agree to reconvene and discuss the continuance of this MOU and the changes hereto based upon the current conditions. Upon approval of this MOU by the District and RTPA, changes in extra hourly rate for substitute coverage and the substitute rate will be made effective retroactively, September 26, 2022.

The District recognizes the impact of the shortage of available substitutes. This has caused the District to rely on all employees to help support the substitute shortage. Further, the District recognizes that the members of RTPA have been instrumental in helping provide the much needed support at all sites.

To honor these efforts, the District proposes to amend the following pay rates related to Friday substitute coverage for the duration of this MOU:

- The substitute rates exclusively for **Fridays** will be increased to:
 - Substitute Level 1 (1-20 days): ½ day: \$95
 - Substitute Level 1 (1-20 days): Full day: \$190
 - Unit members who are currently on sub-differential will be deducted at the previously agreed upon rates.
- Increase the extra hourly rate for unit members, exclusive to substitute coverage on **Fridays**, from \$42.23 to \$65.00/hour.
- It is the interest of both parties to honor the scheduled preparation time for all teachers. Additionally, both parties agree that the utilization of teacher coverage during their designated preparation time should be utilized minimally and after the triage system has been exhausted or continued coverage by an individual unit member or employee constitutes an obvious inequity. Examples of the other options for coverage include but are not limited to (in no particular order):
 - Learning Recovery Teachers
 - Counselors/School Psychologists
 - Site Administrator(s)
 - District Office staff
- Elementary teachers who have been required to give up their preparation time due to the sub-shortage will receive extra compensation at the extra hourly rate if no alternative prep time has/will be provided. The rate the unit member receives will be based on the day of the week.
 - Monday - Thursday: \$42.23/hour

- Friday: \$65/hour
- In addition, there have been circumstances where teachers have been required to absorb students from uncovered classrooms without additional aide support. This should be done only in the event that the District “triage” system has been exhausted as well. If additional aide support is not provided (a minimum of 3 hours of aide support for a full day or 1.5 hours of aide support for a half day), extra compensation will be based upon the total number of students in attendance as outlined below:
 - Elementary: Teachers will be compensated with 4 hours of extra hourly pay for any day that they absorb 5 or more students from an uncovered classroom exclusive of Special Education classes. Special Education teachers will be compensated with 4 hours of extra hourly pay for any day that they absorb additional students.
 - Combining Elementary classes of differing grade levels should be avoided at all costs, with all other options being exhausted.
 - Middle School: Teachers will be compensated with 1 hour of extra hourly pay for any period they absorb 5 or more students from an uncovered classroom:
 - High School (Including Victory High School): Teachers will be compensated with extra hourly pay for any period they absorb 5 or more students from an uncovered classroom.
 - The rate the unit member receives will be based on the day of the week.
 - Monday - Thursday: \$42.23/hour
 - Friday: \$65/hour

The intent of this language is to put students in the most appropriate educational setting while staff, school and District navigate this current substitute shortage.

Teachers are required to record and submit their additional hours on a timesheet no later than the end of the month for which they had additional hours/students.

This MOU is a temporary agreement to address substitute coverage in the District. This MOU is subject to the parties grievance procedure under the CBA. This MOU does not create any precedents, binding past practice nor establish the status quo for future bargaining purposes. This MOU, will be in effect retroactively September 26, 2022 through the end of December 23, 2022. At the conclusion of this MOU, both parties may agree to reconvene and discuss the continuance of this MOU and the changes hereinto based upon the current conditions of substitute. This MOU shall terminate on December 25, 2022, unless the parties agree otherwise in writing.

FOR THE ASSOCIATION

FOR THE DISTRICT

