

MEMORANDUMS OF UNDERSTANDING

Elementary Supplemental Substitute Pay

This Memorandum of Understanding is entered into between Independent School District No. 834, Stillwater, Minnesota (hereafter referred to as the "District") and the St. Croix Education Association (hereinafter referred to as the "SCEA").

WHEREAS, the District has continued to experience many instances where, as result of a shortage of substitute teachers, no substitute teacher was available to cover in the absence of a classroom teacher; and

WHEREAS, elementary early childhood special education, and preschool early childhood special education, classroom teachers are required to provide instruction for additional students when no substitute is available to cover the absence of their teacher; and

WHEREAS, Appendix B (Supplementary Compensation Rates) does not provide for a rate of pay for teachers required to provide instruction for additional students in such circumstances.

NOW THEREFORE, it is mutually agreed and understood as follows:

1. Assigning additional students to a teacher as a result of a shortage of substitute teachers will be used prior to assigning intervention teachers, instructional coaches, or others assigned to a classroom rather than performing their normal daily duties; and
2. When there is no substitute to cover a classroom, the students will be placed into available classrooms; and
3. Each teacher who is assigned additional students in a classroom will receive supplemental pay for the additional responsibility, which shall be a prorated portion of the daily sub rate. (For example, if a teacher takes half the students in a class for half the day, the teacher would receive .25 of the daily rate.); and
4. The maximum paid per day shall not exceed the basic daily sub rate and will be divided between no more than three teachers; and
5. Supplemental pay will apply only to elementary classroom, early childhood special

education, and preschool classroom teachers and will not apply to instructional coaches, intervention teachers, or others who may be assigned to a classroom rather than performing their normal daily duties; and

6. This MOU shall be in effect for the 2023-2024 and 2024-2025 school years and will continue until such time as the 2027-2029 SCEA Master Contract is ratified.
7. The District and the SCEA will meet prior to the expiration of the 2027-2029 Master Contract to review absence data collected by the District regarding the utilization of the provisions within this MOU, and to determine the necessity of continuing such provisions.

St. Croix Education Association

Union President

Date: _____

Independent School District No. 834

Board Chair

Date: _____