

Memorandum of Understanding

Between

CUEA and C-VUSD

For

Covina-Valley Options Learning Academy (C-VLOA)

This M.O.U. is intended to assist the parties in the maintenance of program and staffing conditions of the Covina-Valley Learning Options Academy (C-VLOA).

1. This MOU shall be in effect immediately upon signing.
2. The ongoing provisions of this MOU shall be included as a new article in the Collective Bargaining Agreement (CBA) beginning in the 2023-2024 school year.
3. Unit members will be subject to all measures of the CBA unless expressly outlined in this MOU.
4. Conference Planning Period
 - 4.1 Elementary teachers will not have music or physical education release time. Asynchronous student times are to be utilized for that purpose.
 - 4.2 Secondary teachers will not be provided conference planning periods. Asynchronous student times are to be utilized for that purpose.
 - 4.3 A full-time unit member who is assigned additional students on a given day, because of unavailability of a substitute teacher, shall be compensated at the in- staff substitute rate on the Hourly Rate Salary Schedule.
5. Assignment
 - 5.1 Teachers shall be assigned to teach four or fewer grade levels at a time.
 - 5.1.1 Should attendance decline significantly, and results in class sizes totaling 16 or less in grades TK-3, teachers may be given up to three additional grade levels to teach.
 - 5.1.2 In the event of assignments spanning more than four grade levels, the elementary unit members may reduce synchronous instructional time to 15 minutes per grade level, per day.

5.1.3 Should attendance decline significantly, and results in class sizes totaling 23 or less in grades 4-12, teachers may be given up to three additional grade levels to teach.

5.1.4 In the event of assignments spanning more than four grade levels, the secondary unit members may reduce synchronous instructional time to 15 minutes per grade level, per week.

5.2 Teachers may not be assigned to more than one primary online instructional platform at a time without their consent, but other online systems may be used to supplement the primary instructional platform.

5.3 All teachers who teach more than one grade level shall receive the combination class stipend regardless of the program or grade level(s) to which they are assigned.

6. Grading Periods

6.1. Teachers in all grades will issue quarter progress reports and semester grades.

6.1.1. Teachers shall be provided 3 minimum days at the end of each semester for the administration and grading of midterm/final exams.

6.1.2 Students will work independently on asynchronous assignments during all minimum teacher work days

6.2. Grade reporting timelines and windows will adhere to the middle school requirements.

6.3. 12th-grade second semester grade reporting timeline and window will adhere to the high school requirements.

7. Parent Conferences - Article 7.10 of the regular CBA shall not apply to LOA

8. The Tuesday meeting schedule shall follow the established Middle School Bell Schedule and Tuesday dates that were voted on in March for the following year. (see attached)

9. There shall be no provision for bell schedule voting or modification unless changes in legislation and/or Ed. Code necessitates such changes.

10. Teachers shall virtually attend Back to School Night and Open House/Showcase.

Bell Schedules

Primary Elementary				
	Group 1	Group 2	Group3	
8:30-9:00	Morning Meeting-SEL, Check-In, Attendance	Morning Meeting-SEL, Check-In, Attendance	Morning Meeting-SEL, Check-In, Attendance	
9:00-9:30	Synchronous Instruction Group 1	Independent Work Time	Independent Work Time	
9:30-10:00	Independent Work Time	Synchronous Instruction Group 2	Independent Work Time	
10:00-10:30	Independent Work Time	Independent Work Time	Synchronous Instruction Group 3	
10:30-10:45	Break	Break	Break	
10:45-12:00	Independent Work Time	Independent Work Time	Independent Work Time	Acellus monitoring, 1 :1 meetings as needed, intervention groups as needed
12:00-12:35	Lunch	Lunch	Lunch	
12:35-2:30	Independent Work Time	Independent Work Time	Independent Work Time	

*No Independent Work Time/Acellus Monitoring after lunch on Tuesdays to accommodate the established Middle meeting schedule.

Upper Elementary		
8:30-9:00	Morning Meeting- SEL, Check-In, Attendance	
9:00-9:30	Grade 3 (M, T, W, Th, F)	
9:30-10:00	Grade 4 (T) Grade 5 (Th)	
10:00-10:30	Independent Work Time	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
10:30-10:45	Break	
10:45-12:00	Independent Work Time	
12:00-12:35	Lunch	
12:35-2:30	Independent Work Time	

*No Independent Work Time/Acellus Monitoring after lunch on Tuesdays to accommodate the established Middle meeting schedule.

Middle School		
8:30-9:00	Morning Meeting- SEL, Check-In, Attendance	
9:00-10:30 AM	Independent Work Time *9:00-9:30 am Grade 6 (T), Grade 7 (W), Grade 8 (Th)	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
10:30-10:45	Break	
10:45-12:00	Independent Work Time	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
12:00-12:35	Lunch	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
12:35-2:30	Independent Work Time	

*No Independent Work Time/Acellus Monitoring after lunch on Tuesdays to accommodate the established Middle meeting schedule.

High School		
8:30-9:00	Morning Meeting- SEL, Check-In, Attendance	
9:00-10:30 AM	Independent Work Time *9:00-9:30 am Grade 9 (M), Grade 10 (T), Grade 11 (W), Grade 12 (Th)	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
10:30-10:45	Break	
10:45-12:00	Independent Work Time	Acellus monitoring, 1:1 meetings as needed, intervention groups as needed
12:00-12:35	Lunch	
12:35-2:30	Independent Work Time	
1/9/23 – 6/8/23 <u>2:30-3:50</u> <u>2023-2024</u> <u>2:30-3:15</u>	<u>Independent Work Time</u>	<u>Unmonitored Asynchronous</u>

*No Independent Work Time/Acellus Monitoring after lunch on Tuesdays to accommodate the established Middle meeting schedule.


Michelle Ramos, CUEA Contract Specialist

Date: December 22, 2022


Michele Doll, Assistant Superintendent, C-VUSD

Date: Dec. 22, 2022