

**MEMORANDUM OF UNDERSTANDING**  
**USEP Counterproposal**  
**Additional Compensation for Teachers Covering Absent Teachers**  
**August 28, 2024**

In recognition of the local, state, and national teacher shortage, and to compensate teachers who are willing to assist in providing coverage for absent ~~classroom~~ ~~classroom~~ teachers ~~and/or vacant classroom~~ ~~teacher positions~~, the Board and Union agree to the following for the 2024-2025 ~~2023-2024~~ school year only:

1. Secondary ~~instructional staff~~ teachers who voluntarily substitute for an absent teacher during their planning period shall be provided ~~\$25~~ ~~\$40~~ \$25 per day for such coverage during the 2024-2025 ~~2023-2024~~ school year. Teachers will be limited to one such payment per student day.
2. Secondary classroom teachers who volunteer to cover for an absent teacher through the distribution of that teacher's students shall be provided 30 minutes of compensatory time for each half day, or portion thereof, coverage provided. The Board and Union agree that classes will be distributed only in emergency situations.
  - a. Compensatory time should only be utilized during non-student contact time and must be approved in advance by the principal.
  - b. Compensatory time must be used within the school year it is earned and cannot be carried forward from one school year to the next. In addition, compensatory time earned under this plan has no terminal value should a teacher's employment be separated mid-year.
  - c. Site-based administration shall be responsible for tracking the accumulation and use of compensatory time through this process.
3. Elementary ~~instructional staff~~ teachers who volunteer to cover for an absent teacher through the distribution of that teacher's students shall be provided ~~\$25~~ ~~\$40~~ \$25 per each whole day for such coverage during the 2024-2025 ~~2023-2024~~ school year.

Nothing contained in this process prevents individual schools from providing additional recognition to teachers who agree to provide coverage for absent teachers beyond the terms of this process. The Board and Union agree to review the data surrounding the usage of these provisions and evaluate their efficacy in helping to cover for teacher absences and vacancies. The parties agree that these provisions are designed to serve in tandem with securing normal substitute coverage. School administrators retain the right to secure a traditional substitute for any teacher absence.

  
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For the Board

8/28/24  
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Date

  
\_\_\_\_\_  
For the Union

08/28/2024  
\_\_\_\_\_  
Date