

YUCAIPA-CALIMESA JOINT UNIFIED SCHOOL DISTRICT (The District)
and the
YUCAIPA-CALIMESA EDUCATORS ASSOCIATION (YCEA)

Elementary Collaboration MOU

May 24, 2023

This Memorandum of Understanding (“MOU”) is entered into by and between the Yucaipa-Calimesa Joint Unified School District (“District”) and the Yucaipa-Calimesa Educators Association/CTA/NEA (“Association”). Both parties agree that the following will be in effect for the 2023-2024 school year and is non-precedent setting.

Article 6: Hours

6.1 Unit members who work less than an eight (8) hours day as set per contract shall be on campus and responsible for instruction and other assigned duties for one-quarter (1/4) hour prior to the beginning of the first regular instructional period of the day and one-quarter (1/4) hour after the last instructional period of the day on regular school days, and one hundred and thirty-five (135) minutes after student dismissal on collaboration minimum days. Unit members shall be on campus and responsible for instructional and other assigned duties during these periods. The one-quarter (1/4) hour before school for elementary teachers on elementary school sites shall be set aside for conferences and preparation, with teachers reporting to the classroom in sufficient time for students to be able to enter the classroom and be ready for classroom instruction to begin at the tardy bell. All other provisions of Article 6.1 will remain in effect.

6.1.2 The length of the instructional day for unit members shall be tentatively modified as follows with all other provisions of Article 6.1.2 remaining in effect:

Transitional Kindergarten (TK)	200 minutes (half-day)
Grades Kindergarten (K) to 3	310 minutes (full day) 200 minutes (minimum day)
Grades 4 and 5	335 minutes (full day) 200 minutes (minimum day)

All elementary schools will have a minimum day every Friday school is in session. On collaboration minimum days, the thirty-three (33) collaboration days will be scheduled as follows:

100% Teacher-Directed Fridays

Aug 11	Jan 12
Aug 25	Jan 26
Sep 8	Feb 9
Sep 22	Mar 1
Oct 6	Mar 15
Oct 20	Apr 12
Nov 3	Apr 26
Dec 8	May 10

100% Principal-Directed Fridays

Aug 18	Jan 19
Sep 1	Feb 2
Sep 15	Feb 16
Sep 29	Mar 8
Oct 13	Mar 22
Oct 27	Apr 19
Dec 1	May 3
Jan 5	May 17

- Friday, November 17, 2023, will be designated a minimum day for parent conferences.
- Friday, February 23, 2024, will be designated a minimum day for assessment.
- Friday, May 31, 2024, will be split equally, with the first sixty (60) minutes under the direction of the principal and the last sixty (60) minutes under the direction of the site’s teachers.

Collaboration time will begin fifteen (15) minutes after students are dismissed and will conclude after one hundred and twenty (120) minutes have passed.

- Fifty percent (50%) of the time will be used for teacher-directed research, practitioner inquiry, data analysis, instructional planning, and/or professional development under the direction of teachers. Analysis of ELA CFA data will occur during the following teacher-directed Friday once the CFA window has closed. Further, this teacher-directed collaboration will be pre-planned, follow established norms, and be reported on by grade-level teams, other vertically configured teams, or the entire faculty. This time is in addition to the preparation time in Article 6.1.2.
- Fifty percent (50%) of the time will be pre-planned and used for research, practitioner inquiry, data analysis, instructional planning, staff/faculty meetings, and/or professional development, under the direction of the principal (or designee). Analysis of Math CFA data will occur during the following principal-directed Friday once the CFA window has closed. The site's staff/faculty meeting will not be held before or after school, but other professional responsibilities that take place outside the workday (as noted in Article 6.1) remain in place.

The District and the Association agree that all teachers at each elementary school will teach the same number of instructional minutes as compared to other elementary teachers in the District. The District’s dependent TK-8 charter school, Competitive Edge Charter Academy (CECA), is exempt from this MOU and will follow its most current MOU instead. There will be no adjustments to teacher compensation based on the instructional minutes outlined in this MOU.

For the District

DocuSigned by:

Cali Binks

Cali Binks, YCJUSD Superintendent

6/12/2023

Date

For YCEA

DocuSigned by:

Tom Herron

Tom Herron, YCEA President

6/12/2023

Date