

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

Yucaipa High School Collaboration MOU
May 23, 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 fifteen (15) minutes prior to the beginning of the first regular instructional period of the day, fifteen (15) minutes after the last instructional period of the day on regular school days, and sixty (60) minutes before student instruction begins on collaboration late start Mondays. Unit members shall be on campus and responsible for instructional and other assigned duties during these periods. The fifteen (15) minutes before school for Yucaipa High teachers 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 with all other provisions of Article 6.1.2 remaining in effect as follows:

All Grades	377 minutes (full day)
	317 minutes (late start day)
	251 minutes (minimum day)
	230 minutes (final assessment day)

Yucaipa High will have a maximum of thirty (30) collaboration late start days, taking place on most Mondays. There will not be late start on holidays and the last week before winter and summer break. On collaboration late start Mondays, fifty-three (53) minutes of collaboration time will be set aside from 8:30 a.m. to 9:23 a.m. Instruction will begin for students at 9:30 a.m., and student dismissal shall be at 3:30 p.m.

Collaboration late start Mondays will be scheduled as follows:

Faculty Meetings	Other District/Admin Led Collaboration	Teacher Led Collaboration
1. August 14, 2023	1. October 16, 2023 –	1. August 21, 2023
2. September 11, 2023	(WASC)	2. August 28, 2023
3. October 2, 2023	2. October 30, 2023	3. September 18, 2023
4. November 6, 2023	(Department/CFA)	4. September 25, 2023
5. December 4, 2023		5. October 9, 2023

Faculty Meetings	Other District/Admin Led Collaboration	Teacher Led Collaboration
6. January 8, 2024 7. February 5, 2024 8. March 4, 2024 9. April 8, 2024 10. May 6, 2024	3. January 22, 2024 (Department/CFA) 4. April 22, 2024 (Department/CFA) 5. May 20, 2024 (Department/CFA)	6. October 23, 2023 7. November 13, 2023 8. November 27, 2023 9. January 29, 2024 10. February 26, 2024 11. March 11, 2024 12. March 18, 2024 13. April 15, 2024 14. April 29, 2024 15. May 13, 2024

- 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. Further, this teacher-directed collaboration will be pre-planned, follow established norms, and be reported on by grade-level department level teams, other vertically configured teams, or the entire faculty. Collaboration meetings can also include monthly and/or quarterly department meetings with approval of the department. 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, professional development, and/or department meetings under the direction of the principal (or designee). 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.

In the event of a District-initiated calendar reduction, collaboration days will be adjusted accordingly in order to comply with the minimal state instructional minute requirements

The District and the Association agree there will be no adjustments to teacher compensation based on the instructional minutes outlined in this MOU.

For the District

DocuSigned by:

 Cali Binks, YCJUSD Superintendent

6/12/2023

 Date

For YCEA

DocuSigned by:

 Tom Herron, YCEA President

6/12/2023

 Date