

MEMORANDUM OF UNDERSTANDING
BETWEEN ALVORD UNIFIED SCHOOL DISTRICT
AND ALVORD EDUCATORS ASSOCIATION

EXPANDED LEARNING OPPORTUNITIES (ELOP)

April 11, 2023

The Alvord Unified School District (“District”) and Alvord Educators Association (“Association” and/or “AEA”) enter this Memorandum of Understanding (“MOU”) to ensure the Expanded Learning Opportunities Program is implemented with fidelity. The District and Association are hereinafter collectively referred to as “the Parties.”

BACKGROUND: The purpose of this agreement is to define the terms for certificated staff members to work with students after school through the use of ELOP funds to create intervention and enrichment opportunities for students on each of AUSD’s elementary and middle school campuses. Teachers will create learning cycles in the form of afterschool clinics, tutoring programs, enrichment programs, book clubs, or conservatories that will augment the existing program.

1. ELOP funding will be used to pay AUSD staff for intervention and enrichment classes and activities held outside of the general school day. These after-school learning cycles will run for 4, 6 or 8 weeks for 1 hour, with a minimum of one session and a maximum of three sessions per week during the regularly scheduled 180-student school year.
2. Teachers must complete a proposal through a Google form submitted to the ELOP office for approval for their requested session. The form can be found at: <https://forms.gle/tCG3ngzAFgKyX2uw5>
3. Participation in this program is voluntary. No mileage will be provided, travel time will not be paid and staff will not be released prior to their contract time.
4. Once approved, teachers will be paid using ELOP funds at the regular hourly rate and will be required to turn in a timesheet to the school secretary at the ELOP site for payment to be processed.
5. Teachers will be paid for weekly prep time during their learning cycle following the schedule below:
 - 1 day per week = 30 minutes of paid prep time
 - 2 days per week = 45 minutes of paid prep time
 - 3 days per week = 60 minutes of paid prep time
6. In order to fund a specific activity, a minimum of 5 students must be enrolled in the given activity. Minimums do not apply to targeted skill-based intervention groups. ELOP funding requires a maximum ratio of 10 students to 1 staff member for TK/K students and 20 students to 1 staff member in grades 1-8. Student rosters for each activity must stay within this ratio. The District reserves the right to cancel an activity due to persistently low participation and shall include AEA on communication.
7. It is understood that Expanded Learning will use all vacant classrooms or appropriately sized indoor spaces, MPR, and classrooms to facilitate the program on a daily basis from the end of the school day until 6:30pm. In an effort to equitably and appropriately distribute the impact to all teachers, the following guidelines will be established:

- A list of volunteer teachers will be established. After all vacant areas are used, volunteer classrooms will be used next.
 - After vacant areas and volunteered rooms are used, a schedule shall be developed by site administration to establish an equitable rotation over the course of the year.
 - A list of excluded classrooms shall be established by site administration. The list of excluded classrooms and reason for the exclusion will be shared with the staff once the list is established.
 - If a specific need for a classroom requires a room's use outside of the established rotation or procedure, site administration will inform the impacted teacher, Site Facilitator, and ELOP administration via email of this change.
8. Teachers whose classrooms are currently being used by ELOP during their regular workday will be able to adjust their contracted hours to leave early on those days and make up the time during the same week. It is understood that teachers must still attend required professional obligations on Tuesdays as well as communicate their intention to adjust their schedule to their site administration.
9. In order to begin sessions immediately following dismissal, participating teachers will be able to fulfill their professional obligations before or after school using a flexible scheduling model. It is understood that teachers must still attend required professional obligations on Tuesdays as well as communicate their intention to adjust their schedule to their site administration.
10. Teachers who are absent on the day of their scheduled session will not be paid for services, and sessions will not be rescheduled.
11. The Parties agree that the California Department of Education has not released guidelines for Special Education. The parties agree to meet and negotiate the impacts and effects upon the occasion that the guidelines are released. Until further guidance is released, the District agrees that prior to placing a student with behavioral concerns or specialized needs that cannot be met within the guidelines of the current after-school program, a meeting will be held with the administrator, ELOP representative, and the teacher facilitating the session to identify appropriate supports to ensure equitable access.
12. The Parties agree to revisit the terms of this MOU prior to the end of each semester to determine if there are additional provisions needed.

Dated this 20th day of March, 2023

Association:

Mike Kolonics
AEA President

District:

Nick Hilton
Assistant Superintendent, Human Resources