

**MEMORANDUM OF UNDERSTANDING
BETWEEN MANTECA UNIFIED SCHOOL DISTRICT
AND
MANTECA EDUCATORS' ASSOCIATION (MEA)**

REGARDING ELEMENTARY SUBBING

APRIL 22, 2022

The Manteca Unified School District ("DISTRICT") and the Manteca Educators' Association ("MEA"), enter into this Memorandum of Understanding ("MOU") regarding Elementary unit members subbing during 2021-2022 school year.

The District recognizes the extra efforts staff has demonstrated during the substitute teacher shortage. In recognition of Elementary teachers providing supervision and instruction during the times they would normally not be teaching and throughout the instructional day, the District agrees to the following:

1. Elementary certificated unit members may time sheet during the time they provided substitute services for band/music/choir instruction. Only 4th-8th grades teachers are eligible. Time sheeting is not to exceed thirty minutes (30) once per week. The hourly rate of compensation will be calculated using the teacher's per diem rate divided by eight (8) hours.
 - a. Members must submit a time sheet that indicates the day and time they substituted.
 - b. Administrators will sign the time sheet verifying the unit member subbed during the band/music/choir time.
 - c. The time sheet will be sent to Certificated Personnel to be processed.

From January 6, 2022 through March 11, 2022:

2. Elementary unit members who took existing students that placed them over the rostered class size maximum, existing students from a different grade level than the one they teach or substituted in another classroom will be paid two hundred fifteen dollars (\$215.00) for each daily occurrence.
 - a. Members must submit a time sheet indicating the day and time they substituted.
 - b. Administrators will sign the time sheet verifying the unit member subbed by either going over their class size limit, took in students from different grade levels or substituted in another classroom.
 - c. The time sheet will be sent to Certificated Personnel to be processed.

If members have already been compensated for subbing duties, they shall receive an additional adjusted payment based on this MOU (the rate specified in Section 2 multiplied by the number of daily occurrences reduced by the amount of previous compensation issued for subbing).

This MOU is a temporary agreement and only applies to employees who subbed during their normal band/music/choir times for the 2021-2022 school year and/or unit members who substituted from January 6, 2022, through March 11, 2022, by taking in students over their rostered class size maximum or took in students from different grade levels. This MOU does not create any precedents nor establish the status quo for future bargaining purposes. This MOU shall remain in effect until June 30, 2022. This MOU may be modified by mutual written agreement.

Dated: April 22, 2022

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For MEA

For MUSD

Rob Vannoord 4-22-2022
Rob Vannoord, President MEA

Roger Goatcher
Roger Goatcher, Deputy Superintendent

Steve Grant 4-25-2022
Steve Grant, Lead Negotiator MEA