

**Memorandum of Agreement**

**Between**

**The Ann Arbor Education Association**

**And**

**The Ann Arbor Board of Education**

The AAEA and the Ann Arbor Board of Education have worked collaboratively to the following stipulations related to return to face-to-face hybrid instruction for the 2020/21 school year. The parties understand the need for flexibility, and like the original Continuity of Learning Plan, will work collaboratively to address issues and concerns as they arise to ensure safe, successful instruction.

**Daily Student Hybrid Bell Schedule will be set as follows:**

<u>Level</u>	<u>Start Time</u>	<u>End Time</u>
Preschool	8:30am	2:00pm
Elementary	9:00am	2:10pm
K-8 Schools	9:00am	2:10pm
Middle Schools	8:20am	3:10pm
High Schools	8:20am	3:10pm

**Tentative Middle School Sample Schedule**

<b>Start</b>	<b>End</b>	<b>M/T &amp; Th/F</b>
8:20	8:40	<b>Advisory Homebase</b>
8:50	9:45	<b>In-Person Block 1/4 or 1/4E/L</b>
9:55	10:50	<b>In-Person Block 2/5 or 2/5E/L</b>
11:00	11:55	<b>In-Person Block 3/6 or 3/6E/L</b>
11:55	12:55	<b>Travel/Busing &amp; Lunch</b>
1:00	1:35	<b>Virtual Block 1/4 or 1/4E/L</b>
1:45	2:20	<b>Virtual 2/5 or 2/5E/L</b>
2:30	3:10	<b>Virtual Block 3/6 or 3/6E/L</b>

**Tentative Middle School Schedule View 1**

Start	End	Mon	Tue	Thur	Fri
8:20	8:40	In-Person Advisory Homebase	In-Person Advisory Homebase	In-Person Advisory Homebase	In-Person Advisory Homebase
8:50	9:45	In-Person Block 1 or 1E	In-Person Block 4 or 4E	In-Person Block 1 or 1L	In-Person Block 4 or 4L
9:55	10:50	In-Person Block 2 or 2E	In-Person Block 5 or 5L	In-Person Block 2 or 2L	In-Person Block 5 or 5L
11:00	11:55	In-Person Block 3 or 3E	In-Person Block 6 or 6L	In-Person Block 3 or 3L	In-Person Block 6 or 6L
11:55	12:55	Travel/Busing/Lunch	Travel/Busing/Lunch	Travel/Busing/Lunch	Travel/Busing/Lunch
1:00	1:35	Virtual Block 1 or 1E	Virtual Block 4 or 4E	Virtual Block 1 or 1L	Virtual Block 4 or 4L
1:45	2:20	Virtual Block 2 or 2E	Virtual Block 5 or 5E	Virtual Block 2 or 2L	Virtual Block 5 or 5L
2:30	3:10	Virtual Block 3 or 3E	Virtual Block 6 or 6E	Virtual Block 3 or 3L	Virtual Block 6 or 6L

**Tentative High School Sample Schedule**

Start	End	M/T & Th/F
8:20	9:25	<b>In-Person Block 1</b>
9:35	10:40	<b>In-Person Block 2</b>
10:50	11:55	<b>In-Person Block 3</b>
11:55	12:45	<b>Travel/Busing &amp; Lunch</b>
12:45	1:25	<b>Virtual Advisory</b>
1:30	2:00	<b>Virtual Block 1</b>
2:05	2:35	<b>Virtual Block 2</b>
2:40	3:10	<b>Virtual Block 3</b>
3:20	4:25	<b>Virtual 7th Period</b>

**Tentative High School Schedule View 1**

<u>Start</u>	<u>End</u>	<u>M</u>	<u>T</u>	<u>Th</u>	<u>F</u>
8:20	9:25	Hour 1	Hour 2	Hour 1	Hour 2
9:35	10:40	Hour 3	Hour 4	Hour 3	Hour 4
10:50	11:55	Hour 5	Hour 6	Hour 5	Hour 6
11:55	12:45	Travel/Busing & Lunch	Travel/Busing & Lunch	Travel/Busing & Lunch	Travel/Busing & Lunch
12:45	1:25	V-Advisory	V-Advisory	V-Advisory	V-Advisory
1:30	2:00	V-Hour 1	V-Hour 2	V-Hour 1	V-Hour 2
2:05	2:35	V-Hour 3	V-Hour 4	V-Hour 3	V-Hour 4
2:40	3:10	V-Hour 5	V-Hour 6	V-Hour 5	V-Hour 6
3:20	4:25	V-Hour 7	V-Hour 7	V-Hour 7	V-Hour 7

**Mondays & Tuesdays**

- Cohort 1 in-person for Blocks 1-3
- Cohort 2 remote for Blocks 1-3
- Both Cohorts remote for Advisory
- Both Cohorts remote for Virtual Blocks 1-3
- Students with 7th period are remote
- Self-contained students are in-person all day

**Wednesdays**

- All students are asynchronous

**Thursdays & Fridays**

- Cohort 2 in-person for Blocks 1-3
- Cohort 1 remote for Blocks 1-3
- Both Cohorts remote for Advisory
- Both Cohorts remote for Virtual Blocks 1-3
- Students with 7th period are remote
- Self-contained students are in-person all day

*\*\*\*Start/end times for HS/MS will not change, but we may need to adjust the times of Blocks, Advisory, etc. to create daily schedules that provide for travel and transportation.*

**Daily Teacher Work Day will be set as follows:**

Level	Start Time	End Time
Preschool	8:15 am	3:45 pm
Elementary	8:10 am	3:13 pm
K-8 Schools	8:10 am	3:20 pm
Middle Schools	8:05 am	3:30 pm
High Schools	8:05 am	3:25 pm

- Teachers will continue to have their normal unassigned lunch time consistent with our existing CBA. The length of the unassigned lunch will only be adjusted upon the agreement of both parties.
- Unassigned time will remain consistent with existing CBAs. The amount of unassigned time will only be adjusted upon the agreement of both parties.
- Cleaning and disinfection is planned to take place on Wednesdays when/if the district is in virtual/remote mode. The teacher may work from home or another remote location; if the teacher desires to work in his/her building, approval of the building administrator is required. Teachers will use their professional judgment to schedule and participate in IEP meetings, ATM meetings, building team meetings, TLNs, and providing student support and communications with parents. All staff or building meetings will be held at the conclusion of the school day per the provisions of the collective bargaining agreement. The duration and frequency of staff and building meetings will be consistent with our existing CBA.
- All provisions of the CBA related to approved paid or unpaid leave provisions, including but not limited to eligibility for FMLA, Sick Leave, Sick Bank, and LTD, will continue to be in effect.
- Expectations for teachers related to social distancing and mitigations strategies will be consistent with the *AAPS COVID-19 Preparedness and Response Plan and Policy*, AAPS Super Six Strategies for Reducing Risk of COVID-19 Transmission in School Buildings, CDC Guidelines, MIOSHA Guidelines, and Governmental Orders.
- The District will provide all teachers with personal protective equipment (PPE) consistent with the *AAPS COVID-19 Preparedness and Response Plan and Policy*, AAPS Super Six Strategies for Reducing Risk of COVID-19 Transmission in School Buildings, CDC Guidelines, MIOSHA Guidelines, and Governmental Orders.
- The District will provide all special education staff with the opportunity to attend NVCi professional development during the three move-in days as noted below. Priority will be given to those whose certification will expire prior to the return of students and are new to the district.
- Prior to beginning hybrid instructional delivery, teachers will be granted three (3) days to prepare their classrooms for hybrid instruction. The equivalent of two complete days of the three days will be devoted solely to the set-up of the teacher's classroom or work space. Meetings and PD will not exceed the

length of one work day (6 hours) but may take place on any of the three days. The net result is that teachers will have 12 hours dedicated to preparing their classrooms for hybrid instruction. No meetings, small group work or professional development will be scheduled during the set-up days. Some training will take place during these days. For example (and not limited to) NVC I and hybrid teaching professional development, etc. During those days, teachers will provide asynchronous instructional opportunities for their students. The district COVID-19 Response Team conducts the initial case investigation and contact tracing in consultation with the WCHD in cases of a positive test.

- In the event that the WCHD requires a teacher to quarantine, teaching and learning shall continue with the virtual instruction model.
- Contingent upon receipt of supplemental coronavirus relief revenue from the State of Michigan for the 2020-2021 school budget and in acknowledgment of the additional workload and costs incurred as a result of teaching remotely, all teachers will receive a \$500.00 reimbursement payment. Any teacher who is less than 1.0 FTE, or who has worked a reduced amount of the school year as a result of an unpaid leave of absence or being hired after the start of the 2020-2021 school year, will receive a prorated amount of the reimbursement payment. The payment will be made in the last paycheck of June 2021, or if necessary the first paycheck as practicable following the release of the funding by the State of Michigan should it be later than the last paycheck in June 2021.
- Effective as of the date of execution of this MOA, and not retroactively, teachers will be provided five (5) additional sick days to use should a teacher test positive for COVID-19. To be eligible for the five (5) COVID -19 sick days, the teacher shall provide to Human Resources verification in writing from their treating physician that they have contracted COVID -19.
- For the balance of this school year, teachers who have their children as students in the same building may have their children with them at the beginning and end of the hybrid day as long as they are masked, not interacting and following all safety protocols. No transportation will be provided.
- Prior to the stage of return beginning of hybrid instruction, and not including the three teacher preparation days or participation in small group orientations, teachers will not be required to provide virtual instruction in their school building.
- The parties agree that there will be continuing collaboration and dialogue during the implementation of these plans due to the complexity of the plans and the ever-changing conditions around the COVID-19 pandemic.
- Return to Buildings Plan:


Return to Buildings Plan	Group	Staff Reporting Dates
Stage 1 Staff Report Dates	All Staff Associated with Self-Contained, Preschool, Y5, K	March 22, 23, 24

Stage 2 Staff Report Dates	All Staff Associated with 1 <sup>st</sup> and Second Grades	March 24, 25, 26
Stage 3 Staff Report Dates	All Staff Associated with 3 <sup>rd</sup> to 5 <sup>th</sup> Grades	April 7, 8, 9
Stage 4 Staff Report Dates	All Staff Associated with Grades 6 <sup>th</sup> to 12 <sup>th</sup>	April 7, 8, 9

Staff may opt to return beginning March 18, in advance of the determined date for their applicable stage of students.

This Memorandum of Agreement constitutes the entire understanding and agreement reached by the parties with respect to this matter, and is not precedent setting as to the master contract or the policies of the Board of Education of the Ann Arbor Public Schools.

This Memorandum of Agreement expires at the end of the 2020-21 school year and shall not renew without the written agreement of both parties.



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George Przygodski  
3C Executive Director

3-9-2021

Date



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David A. Comsa  
Deputy Superintendent/General Counsel

3/9/2021

Date