

**Memorandum of Understanding
Remote Substitute Teaching**

During this period of remote learning it may become necessary for an educator to take an extended leave which requires another educator to assume the absent educator's responsibilities of planning lessons, delivering instruction, and assessing student work. Under normal circumstances this would be a substitute teacher. Remote learning, however, makes it possible for a current educator to take on these responsibilities in addition to their assigned duties. In such cases the Association and the Haverhill Public Schools agrees to the following:

1. All sections in need of "coverage" shall be posted as other open positions are so that qualified unit members may apply. The right of assignment shall remain with the Superintendent or her/his designee.
2. No applicant shall be assigned more than one additional section unless there are no other qualified applicants to do so.
3. Educators assigned to grades 5-8, the High School, and encore classes (art, music, phys. ed.) in all grades shall be compensated at a rate of \$25 per section per day.
4. Educators assigned to grades preK-4 classrooms shall be compensated at a rate of \$125 per section per day.
5. Whenever possible, sections will be reassigned to an educator assigned to the same school as the educator taking leave.

For the Association



Date:

05/15/2020

For the Committee



Date:

May 26, 2020