

MFT Filename: Art. 8 Reserve Teachers

The following proposals made by the Minneapolis Federation of Teachers, based on input from educators, parents, students, and community members, are subject to modifications and additions throughout the bargaining process. It is mutually understood that all dates will be updated in the contract as part of any agreement.

ARTICLE VIII. RESERVE TEACHERS

Section A. Building Plan for Support and Coverage: Each school and program will develop a plan indicating:

1. Strategies to be implemented which develop and enhance a supportive climate for reserve teachers at the school or site;
2. The options for emergency coverage whenever a reserve teacher is unavailable for an absence that provides coverage of students in accordance with Article II, A, 5 of this Agreement.
3. Procedures to cover Special Education Assistant (SEA) absences to ensure continuation of student services and safety in addition to avoiding missed preparation periods for special education teachers.

This plan for coverage will assure that teachers who are assigned to cover the absence are assigned on an equally rotating basis across discipline and licensure areas to the extent possible. This strategy for coverage will be used before any students are re-assigned to one (1) or more classrooms.

A copy of the site's current plan will be on file with the site's academic superintendent and the Division of Human Resources.

Section B. Reserve Teacher Cadre: The District may contract reserve teachers in accordance with the following:

Subd. 1. Cadre Reserve Teachers agree to work whenever and wherever assigned on a daily basis.

Subd. 2. The District agrees to provide at least eighty-five (85) workdays for each Cadre Reserve Teacher per school year.

Subd. 3. Each Cadre Reserve Teacher shall **will** receive ~~\$180~~ **\$190** per day **and will receive percentage increases consistent with annual Salary Schedule percentage increases.**

Subd. 4. Cadre Reserve Teachers **will receive at least five (5) sick days per school year, with one (1) additional sick day added for every twenty (20) duty days served during the school year above eighty-five (85), for a maximum of ten (10) sick days each year. Unused sick days will be carried over from year to year.** ~~will be permitted one (1) day of sick leave for every twenty (20) consecutive duty days served during the school year and must use the sick leave during the school year in which it was accrued. All remaining sick leave is forfeited at the end of each school year.~~ Low cost teacher-only health coverage shall **will** be available to Cadre Reserve Teachers at the rates provided in Article IX, Subd. 2.a.1. Cadre Reserve Teachers will have the option of paying the additional cost for family medical coverage.

Subd. 5. Access to teacher staff **and professional development** opportunities after school, on release days, **during recesses,** and **on weekends shall will** be provided whenever possible to Cadre Reserve Teachers **who will be paid at their contract rate for attendance.**

Subd. 6. Cadre Reserve Teachers **who serve at least fifteen (15) consecutive days in the same assignment may request** ~~will~~ receive feedback on their performance from the

principal, or site supervisor, or and the teachers at the school and site. A copy of the performance feedback will be given to the Cadre Reserve Teacher and the Division of Human Resources by the principal or supervisor.

Subd. 7. Cadre Teachers enrolled in the State of Minnesota Deferred Compensation (457) Plan or the Special School District No. 1 403(b) Plan will be automatically eligible for same matching benefit as teachers. Teachers may enroll, change, or cease their deferral(s) at any time.

Section C. Long-Call Reserve Teacher:

Subd. 1. The pay for the long-call reserve teachers shall will be ~~\$170~~ **\$180** per day for the duration of this contract agreement **and will receive percentage increases consistent with annual Salary Schedule percentage increases.** (Also see Schedule E).

Subd. 2. Access to purchase employee-only health insurance for the duration of the long-call reserve assignment shall will be provided if the long-call reserve assignment is for at least one (1) semester (~~90 days~~) or more and the long-call reserve teacher enrolls within the first thirty (30) days of the assignment.

Payment for the full cost of the health coverage will be submitted by the long-call reserve teacher on a monthly basis.

Subd. 3. Long-call reserve assignments are assignments in which the reserve teacher serves at least twenty (20) consecutive work days in the same assignment and without a sixty (60) work day break in employment.

Subd. 4. Each long-call reserve teacher shall will also be provided the performance feedback as defined in Section B, Subd. 6.

Subd. 5. ~~Reserve teachers on long-call assignment will be permitted one (1) day of sick leave for every twenty (20) consecutive duty days served during the school year and must use the sick leave during the long-call in which it was accrued. All remaining sick leave is forfeited at the end of each long-call assignment.~~ **Reserve teachers on long-call assignment will be permitted one (1) day of sick leave for every twenty (20) consecutive duty days served during the school year. Sick leave may be accumulated to a maximum of sixty (60) days. A break in employment of fifty-nine (59) consecutive days not worked, not including scheduled recess or vacation periods when students are not in session, shall will result in loss of accumulated sick leave days. (Note: This language was moved from Schedule E).**

Section D. Short-Call Reserve Teacher: Effective July 1, 2015

Subd. 1. Pay Scale: \$160 per day

Subd. 1. **The pay for reserve teachers will be \$170 per day for the duration of this contract agreement and will receive percentage increases consistent with annual Salary Schedule percentage increases.**

Subd. 2 Incentive for Priority Schools: The District shall will pay an incentive in the form of a ~~\$160~~ **\$170** stipend to teachers who serve three (3) consecutive student days at a High Priority School or Special Education site. To receive the stipend, a short-call reserve teacher must serve three (3) consecutive student days at the same High Priority School or Special Education site. Sites qualifying for the incentive are subject to change at the discretion of the District.

Subd. 3. Performance Feedback: Short-call reserve teachers shall will also be provided the performance feedback as defined in Section B, Subd. 6.

Section E. Site Support for Reserve Teachers: All staff are responsible for the success of students in Minneapolis, and reserve teachers are valued members of the District. Therefore, staff at each site will be designated to welcome all reserves, provide materials and information as needed, and provide support during the day to ensure the success of the reserve teacher. **Reserve teachers will receive the technology required to complete their assignments (laptops, adapters, charging cables, information on operation, etc.) as well as support in using the required technology from media center and IT staff during the day.**

In addition, all staff members have a responsibility to support the reserve teachers at their site and should:

- Encourage teachers who are going to be absent to contact a colleague regarding lesson plans and specific areas of concern.
- Support reserve teachers to have a successful teaching day.
- Develop a system for colleagues to support and mentor reserve teachers.
- Inform reserve teachers of classroom and site expectations.
- Provide suggestions for a successful day for students.
- Demonstrate to reserve teachers that they are valued members of the site staff.
- Use reserve teacher feedback to improve site support.

Sites will use these and other methods to provide support to the reserve teacher to ensure continuity of student instruction and high standards of academic excellence.

Section F. Reserve Teacher Training: The Minneapolis Public Schools and the Minneapolis Federation of Teachers are committed to providing quality reserve teachers to work with our students. Accordingly, new reserve teachers will be required to attend an orientation session that will provide an overview of the district, its policies, and the reserve assignment system. Furthermore, new reserve teachers are encouraged to attend district training in reading, math, cultural competency, **restorative process**, and classroom management to improve their practice. **Reserve teachers who attend district professional development will be paid at the Staff Development rate.**

Section G. District Reserve Teacher Task Force: **In periods of reserve teacher shortage or as necessary a** A labor/management District Reserve Teacher Task Force will meet to review issues related to training, **professional development, and the needs of the district.** Membership on the committee shall be equally representative of the District and the Union.

Section H. Hiring for Contract Positions:

Subd. 1 Priority: All fully licensed reserve teachers who are interested in a contract teaching position are encouraged to submit an application to be entered into the applicant pool. Reserve teachers can increase their chances of being referred to sites for interviewing by submitting at least two (2) recent recommendations from current district teachers and at least one (1) from a current district principal. These letters should be submitted to the Division of Human Resources with a cover letter requesting priority consideration for interviews. ~~Reserve teachers will not be selected for interviews if there is a pattern of reports of unsatisfactory performance on file with the Division of Human Resources.~~

Subd. 2. Contracting:

If a reserve teacher is hired as a contracted teacher:

- a. Professional development hours as approved by the Professional Assistance and Review Mentors and the A of T team will be counted toward the requirements for Achievement of Tenure Year One.

- b. A determination will be made by the District as to any salary credit for service as a long-call reserve teacher.
- c. A long-call reserve who serves in a position for at least one full semester within the last 3 years will be credited for any Achievement of Tenure requirements completed during their long call service.

Section I. Release of Reserve Teachers:

As valued members of the District, reserve teachers are responsible for providing continuity of student instruction, maintaining the safety of students in a respectful environment, and working collaboratively with district staff. Principals are encouraged to will submit written reports if reserve teachers are not meeting these responsibilities. The reserve teacher will be informed in writing of such letters by the Division of Human Resources, and ~~shall~~ will then have ten (10) working days in which to respond in writing prior to such letters being placed in the reserve teacher's file. Such notification and response ~~shall~~ will become part of the reserve teacher's file.

A reserve teacher may be released from employment for the following reasons:

- A pattern of written reports of unsatisfactory performance on file with the Division of Human Resources.
- Evidence of actions in direct violation of district policies.
- No current license on file with the Division of Human Resources.

A written notice of release from employment will be sent to the reserve teacher. The reserve teacher may submit a letter of rebuttal within 10 working days to the Division of Human Resources. This letter will be reviewed and placed in the reserve teacher's file.

Section J. Adjustment of Reserve Rates:

The District has the right to increase the rates for reserve teachers above the posted rates in this Article. The District will notify the MFT in advance of the change. The rate will not be decreased below the established rates in this Article.

SCHEDULE E — RESERVE TEACHERS

~~See Article V3, Reserve Teachers:~~

~~Reserve Cadre Teachers:~~ **July 1, 2015: \$180 per day**

~~The District may contract reserve teachers in accordance with the following:~~

- ~~1. Cadre Reserve teachers agree to work whenever and wherever assigned on a daily basis;~~
- ~~2. The District agrees to provide at least eighty-five (85) workdays for each Cadre Reserve teacher per school year.~~
- ~~3. Each Cadre Reserve teacher shall will receive \$180 per day and will receive increases consistent with Salary Schedule increases.~~
- ~~4. Low cost teacher only health coverage shall will be available to Cadre Reserve Teachers at the rates provided in Article IX, Subd. 2.a.1. Cadre Reserve Teachers will have the option of paying the additional cost for family medical coverage.~~
- ~~5. Cadre Teachers enrolled in the State of Minnesota Deferred Compensation (457) Plan or the Special School District No. 1 403(b) Plan will be automatically eligible for the match. Teachers may enroll, change, or cease their deferral(s) at any time.~~
- ~~6. Access to teacher staff and professional development opportunities after school, on release days, during recesses, and weekends shall will be provided whenever~~

possible to Cadre Reserve Teachers who will be paid at their contract rate for attendance.

- ~~Cadre Reserve teachers will receive feedback on their performance from the principal or site supervisor and the teachers at the school and site. A copy of the performance feedback will be given to the Cadre Reserve teacher and the Division of Human Resources by the principal or supervisor, as in Article V3, Section C, 6.~~

Long-Call Reserve Teachers: Effective July 1, 2015: \$170 per day

- ~~The pay for the long call reserve teachers shall will be \$170 per day.~~
- ~~Access to purchase employee only health insurance for the duration of the long call reserve assignment shall will be provided if the long call reserve assignment is for at least one (1) semester (90 days) or more and the long call reserve teacher enrolls within the first thirty (3) days of the assignment. Payment for the full cost of the health coverage will be submitted by the long call reserve teacher on a monthly basis.~~
- ~~Long call reserve assignments are assignments in which the reserve teacher serves at least twenty (20) consecutive work days in the same assignment and without a sixty (60) work day break in employment~~
- ~~Each long call reserve teacher shall will also be provided the performance feedback as defined in Article V3, Section B, Subd. 6.~~
- ~~Reserve teachers on long call assignment will be permitted one (1) day of sick leave for every twenty (20) consecutive duty days served during the school year. Sick leave may be accumulated to a maximum of sixty (60) days. A break in employment of fifty nine (59) consecutive days not worked, not including scheduled recess or vacation periods when students are not in session, shall will result in loss of accumulated sick leave days.~~

Short-Call Reserve Teacher: Effective July 1, 2015

Subd. 1. Pay Scale: \$160 per day

Subd. 2 Incentive for Priority Schools: ~~The District shall will pay an incentive in the form of a \$160 stipend to teachers who serve three (3) consecutive student days at a Priority School or Special Education site. To receive the stipend, a short call reserve teacher must serve three (3) consecutive student days at the same Priority School or Special Education site.~~

Subd. 3 Performance Feedback: ~~Short call reserve teachers shall will also be provided the performance feedback as defined in Article V3, Section B, Subd. 6.~~

