

**MODEL MEMORANDUM OF AGREEMENT BETWEEN  
CHOTEAU SCHOOL DISTRICT  
AND THE  
CHOTEAU EDUCATION ASSOCIATION**

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Given the extraordinary circumstances and challenges presented by the COVID19 pandemic, the District and Association are entering into this Memorandum of Agreement (MOA) in response to the Governor's order, dated March 15, 2020, closing all K-12 Schools for two weeks effective March 16<sup>th</sup>. If the crisis continues, the parties agree to meet and determine next steps, which may include renewal or renegotiation of this MOA.

Any/all PI/PIR days previously scheduled to occur between March 15 and March 27, 2020 shall be cancelled and replaced with the provisions herein.

All provisions contained within the labor agreement(s) governing workdays, breaks, prep periods and complaint and/or grievance timelines are hereby waived during this two-week closure. However, as much as is reasonably possible, the teaching staff's workday shall be of a similar length to that which is considered normal for that employee. i.e. a part time teacher would work part time etc.

During the term of this MOA (March 16 through March 27), this MOA controls all working conditions currently existing between the District and all teaching staff as follows:

**1. The worksite:** District and employees shall follow CDC recommendations for maintaining workplace safety (e.g. social distancing, etc.) The District shall ensure that each worksite has adequate cleaning supplies, including cleaning solutions that are shown to kill the virus, hand soap, and if available, hand sanitizer.

**2. Compensation and Benefits:**

The District shall compensate and shall also maintain all health and other benefits for all teaching staffs during the two-week closure as if teaching staffs are on site attending to their normal and regular duties.

**3. Leave:**

A teaching staff member who is:

- 1) directed by a health professional or agency to be quarantined for 14 calendar days, either because of close contact with a person who is symptomatic of COVID-19 or because they have tested positive for COVID-19;
- 2) at higher than normal risk in the event of contracting COVID-19 due to age or an underlying medical condition (such as heart disease, lung disease, or diabetes); or
- 3) currently living with or providing care for a member of the teaching staff's immediate family who is symptomatic of or has tested positive for COVID-19;

shall be entitled to paid leave during the term of this MOA. Such paid leave will be in addition to, and shall not be deducted from, any accrued personal, vacation, or sick leave. The District may be entitled to request medical documentation of any of the above circumstances. Approved leave taken for any reason other than the above circumstances shall be deducted from the appropriate type of leave accrued by the teaching staff.

**4. Performance of Duties:**

A. Teaching staff shall stay in contact with their immediate supervisor during this period of time through email and phone.

B. During this closure, teachers are expected to work cooperatively with their grade level and/or department members to create materials for students. Teachers may be asked to plan for and implement on-line or other digital learning and services for their students. Additionally, teachers shall work with the District to maintain connectivity to students and parents through the closure from a remote work location or from their classrooms.

C. Should the District require any teaching staff to return to their worksites during this period, the District shall adhere to the CDC guidelines.

**5. Extra-duty/Extra-Curricular:** Teaching staff who coach or supervise extra-curricular activities stipulated in the collective bargaining agreement shall be paid their full stipends in accordance with the collective bargaining agreement between the Board and the Association.

**6. Making up lost instructional time:** The District shall follow state and federal guidelines for waivers related to COVID-19. Should the State of Montana direct that student instructional time must be made up, the parties shall bargain over such changes to the school calendar and/or workday.

**7. State and Federal laws:** All state and federal laws, rules and regulations shall apply during this time unless specifically waived by the governing authority.

**8. Expiration and Precedent:** This Agreement shall expire effective end of day March 27, 2020 and shall not be used as precedent or cited as practice by either the Board or the Association in any proceeding whatsoever except to enforce the terms of this Memorandum of Agreement.

THIS AGREEMENT is signed and dated this 19<sup>th</sup> day of March, 2020.

*FOR THE CHOTEAU SCHOOL DISTRICT:*

\_\_\_\_\_  
Board Chair

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Superintendent

*FOR THE CHOTEAU EDUCATION ASSOCIATION:*

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President