

## Memorandum of Understanding

### 1. Health and Safety Measures

- a. When a student has a medical reason not to wear a cloth mask, we will protect the other people in the room as much as possible. They will be required to wear some kind of face covering.
- b. Lunch Expectations -
  - i. If a classroom is being utilized for a lunch room, teachers will not be forced to give up their duty free lunch.
  - ii. A place will be provided where teachers can eat a lunch with enough space for proper social distancing.
  - iii. After the students have completed their lunches, the rooms will be cleaned by the custodial staff before the teacher returns.
  - iv. Students will be required to wear their masks if they are not eating/drinking at their desks during lunch time.

### 2. Evaluations

- a. We intend to use our regular evaluation plan. However, this will not be able to be completed in a remote environment for teachers, so modification is necessary if we don't return to all in-person learning. We will need guidance from ISBE, should we remain remote. The dates for completion of the stages will also need to be modified. We will meet before October 16 to set new dates for the evaluation process and make any modifications as ISBE releases guidance.
- b. No principal or administrator shall use any live-streamed lessons or recorded lessons in the evaluation process unless otherwise allowed by ISBE.
- c. When parents/If parents complain about behavior on live-streamed lessons or videotaped lessons, the discipline process will be followed in the same way as if they were in person with an investigation and due process to be completed pursuant to 8.6 from the contract.

### 3. Sick Leave

- a. The district agrees while in Stage 3 or 4 and schools are open, teachers who have to be quarantined due to Covid 19 and have used the 80 hours guaranteed under the Families First Act will not have to use the sick days given to them contractually. The district will provide all sick days needed for quarantine and COVID-19 related-symptoms and illnesses.
- b. In addition, any teacher who must be quarantined due to COVID Exposure and uses the FFA for the 80 hours / \$511 per day will be compensated (made whole) by the district if they make more than \$511/day. Ex: \$550 day - \$511 from FFA= \$39 additional from district.

### 4. High Risk Teachers

- a. If possible teachers, will be working remotely in a role closely suited to their skills and priority will be given in the following order:
  - i. Priority 1: High risk individuals
  - ii. Priority 2: Pregnant
  - iii. Priority 3: Infant <9 mos
  - iv. Priority 4. High risk individuals at home
  - v. Priority 5: Childcare

### 5. Personal Leave

- a. If approved, tenured teachers may apply to the School Board by August 10 for unpaid leave subject to the following:
  - i. The request shall be in writing and specify the basis for the request and the length of the desired leave.
  - ii. The Board shall grant the leave of absence
  - iii. If not applied by August 10, application is subject to review by the board.

- iv. Insurance will be available for any teachers who have been employed by the district for at least 1 year (full time or part time) but the teacher will need to pay the full amount. The board will not be contributing to the cost. This is only available for the 20-21 school year.
- b. Teachers on leave are responsible for making arrangements with the Teachers' Retirement System for pension credit, if allowable.
- c. Upon returning to the employ of the District, the teacher will receive an available assignment suitable to his/her professional preparation and certification. Placement in the previous assignment is not guaranteed. Upon returning, the approved leave shall be without loss of tenure and accumulated sick leave. Additional sick leave and seniority will not accrue during the leave. For untenured positions, the year of unpaid leave does not count toward your tenure timetable.

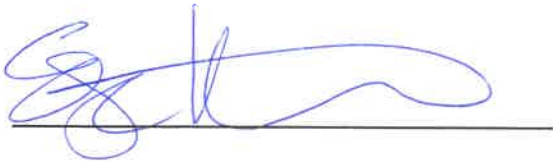
6. **Video Recording** - Given safety and privacy concerns associated with video recordings and in order to protect teachers and students, no member of the bargaining unit will be mandated to use any video recordings as part of distance learning. Any video recording shall be made voluntarily.

- a. Students or parents that record a teacher without their knowledge or permission may be subject to discipline according to the District's disciplinary plan and in accordance with State Statute.

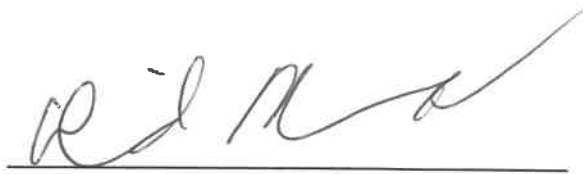
**In Witness thereof:**

For the Cook County Teachers' Association,  
District 105 IE-NEA

For the Board of Education of District 105,  
Cook County, La Grange, Illinois:



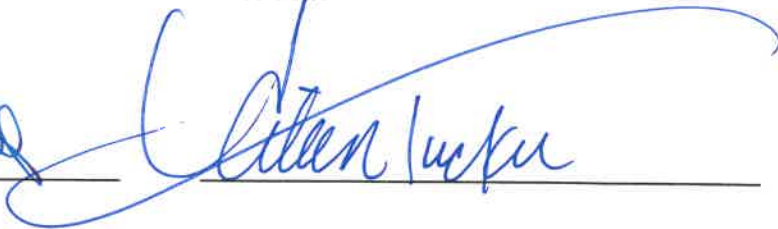
President



President



Secretary



Secretary

9/17/2020

Date Signed

8/24/2020

Date Signed