



Memorandum of Understanding

Hillsborough County Public Schools and the Hillsborough Classroom Teachers Association agree to the following changes in language found in the current Teachers Contract between the parties as a result of impact bargaining for the implementation of the 300 minute teaching schedule in secondary schools.

Duties and Other

Secondary teachers (6-12) in schools with planning periods of 55 minutes or less shall have no duty assignments during their planning period.

Secondary teachers (6-12) in schools with planning periods of at least 60 minutes shall have a scheduled planning period of at least one full period during half the school year. During one half of the school year, their planning period may be shortened to forty-five consecutive minutes in order to complete duty assignments, as may be necessary to ensure student safety. Such duty assignments shall be posted. (Exceptions may be necessary during lunch period supervision if other alternatives have been exhausted.)

In secondary schools (6-12) where the schedule permits a 50 minute lunch period, teachers may be assigned a maximum of 15 minutes duty for student supervision for half the school year during lunch or a comparable duty assignment within the regular teacher day except those times set aside specifically for teacher planning. (See contract section 2.7.1, 2.7.3)

Every effort will be made to secure a substitute teacher for one who is absent. When a substitute teacher is not available for an absent teacher, resource teachers may be assigned to cover for the absent teacher, other non-classroom instructional personnel may be assigned to cover for the absent teacher or a content appropriate teacher may be assigned to absorb students into his/her classroom to cover for the absent teacher. A rotation schedule of all teachers on the faculty will be developed and distributed to implement this plan. Except in an emergency, no resource or non-classroom personnel shall be assigned to substitute more than once a week. Resource and non-classroom personnel assigned to substitute shall earn 1 hour compensatory time for each day assigned, up to 4 hours per month.

Elementary and Secondary teachers who absorb students from an absent teacher's class will be granted compensatory time. Elementary teachers who absorb students for a full day from an absent teacher's class will be granted two hours of compensatory time. Secondary teachers who absorb students for one period are granted one hour of compensatory time. Secondary teachers who absorb students for more than one period will receive a maximum of two hours. Compensatory time shall be taken as described in 3.5.1 with the exception that time may be used on faculty meeting day if no pre-notified faculty meeting is scheduled.

