



MINNEAPOLIS
PUBLIC SCHOOLS

Urban Education. Global Citizens.

2019-2021

MFT Local 59

DISTRICT PROPOSAL

Date Passed – October 10, 2019

Article 8 – Reserve Teachers

8.1 Building Plan for Support and Coverage:

- 8.1.1** Each school and program will develop a plan indicating:
 - a. Strategies to be implemented which develop and enhance a supportive climate for reserve teachers at the school or site;
 - b. The options for emergency coverage whenever a reserve teacher is unavailable for an absence that provides coverage of students in accordance with Article 2.4.5 of this Agreement.
 - c. 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.
- 8.1.2** 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 reassigned to one (1) or more classrooms.
- 8.1.3** A copy of the site's current plan will be on file with the site's academic superintendent and the Division of Human Resources.

8.2 Reserve Teacher Cadre: The District may contact reserve teachers in accordance with the following:

- 8.2.1** Cadre Reserve Teachers agree to work whenever and wherever assigned on a daily basis.
- 8.2.2** The District agrees to provide at least eighty-five (85) work days for each Cadre Reserve Teacher per school year.
- 8.2.3** Each Cadre Reserve Teacher shall receive \$180 per day.
- 8.2.4** Cadre Reserve Teachers 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 be available to Cadre Reserve Teachers at the rates provided in Article 9.4.2. Cadre Reserve Teachers will have the option of paying the additional cost for family medical coverage.
- 8.2.5** Access to teacher staff development opportunities after school, on release days, and weekends shall be provided whenever possible to Cadre Reserve Teachers.
- 8.2.6** 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.

8.3 Long-Call Reserve Teacher:

- 8.3.1** The pay for the long-call reserve teachers shall be \$170 per day for the duration of this contract agreement (Also see Schedule "E").
- 8.3.2** Access to purchase employee-only health insurance for the duration of the long-call reserve assignment shall 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.
- 8.3.3** Long-call reserve assignments are assignments in which the reserve teacher serves at least ~~twenty (20)~~ fifteen (15) consecutive work days in the same assignment and without a sixty (60) work day break in employment.
- 8.3.4** Each long-call reserve teacher shall also be provided the performance feedback as defined in Section 8.2.6.
- 8.3.5** Reserve teachers on long-call assignment will be permitted one (1) day of sick leave for every ~~twenty (20)~~ fifteen (15) 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.

8.4 Short-Call Reserve Teacher: ~~Effective July 1, 2015~~

- 8.4.1** Pay Scale: \$160 per day
- 8.4.2** Incentive for ~~Priority Schools~~ High Need Schools and Special Education Sites: The District shall pay an incentive in the form of a \$160 stipend to teachers who serve three (3) consecutive student days at a ~~High Priority~~ High Need 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~~ High Need School or Special Education site. Sites qualifying for the incentive are subject to change at the discretion of the District.
- 8.4.3** Performance Feedback: Short-call reserve teachers shall also be provided the performance feedback as defined in Section 8.2.6.

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

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

8.6 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, and classroom management to improve their practice.

8.7 District Reserve Teacher Task Force: A labor/management District Reserve Teacher Task Force will meet to review issues related to training. Membership on the committee shall be equally representative of the District and the Union.

8.8 Hiring for Contract Positions:

8.8.1 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.

8.8.2 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.

8.9 Release of Reserve Teachers:

8.9.1 Procedure: 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 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 then have 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 become part of the reserve teacher's file.

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

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

8.9.3 Written Notice: 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.

8.10 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.