Joint Memorandum of Understanding
On Return to In-Person Instruction
Between
The Springfield School Committee
and
The Springfield Education Association
and
The Springfield Administrators Association
and
The Springfield Federation of Paraprofessionals

1. Providing Information to Members

   The District will provide information to employees concerning accessing buildings, safety protocols on an on-going basis (Appendix A), the most recent one is a PowerPoint entitled *Back to School: Covid 19 Prevention Strategies and Communications.* The information will be e-mailed to all employees as well as be posted on the District Intranet (MySPS) on the Covid-19 page. This information may change due to new guidance from the CDC and/or Department of Public Health or advice from the local department of public health or DESE, therefore the most recent documents will be attached as **Appendix A.**

2. Supporting Staff Health

   A. Time off for Vaccinations

      Staff members shall be given up to a total maximum of four hours off with pay for the purpose of being fully vaccinated, including the boosters, for COVID-19. The exception to this if the COVID-19 vaccine is offered at the staff member's school/building, and the staff member chooses to get vaccinated off-site instead, in that event it would be on the staff member's own time. The time off with pay shall not be charged to disability and emergency leave or any other paid time off. Proof of scheduled appointment(s) prior to such appointment and submission of certification from a health care provider that the staff members has participated in a vaccination procedure for COVID-19 is to be submitted to principal.

   B. Pool testing

      The District will provide pooled testing as soon as available and able as part of the DESE plan or based on the DESE plan

   C. Disability and Emergency Days

      Sick days taken due to COVID related reasons will not count towards the four (4) disability and emergency leave days (10/4/5).

   D. Covid Emergency Paid Sick Leave

In order to continue to address the public health emergency caused by COVID-19 and variants, Springfield Public Schools ("SPS") will provide employees with emergency paid sick leave to address specific COVID-19 issues pursuant to School Committee Policy as proposed in the attached **Appendix B**, "*COVID-19 Emergency Paid Sick Leave*".

3. In-Person Instruction
   A. Classroom Coverage
      During the COVID-19 Pandemic, paraprofessionals who are working as the teacher of record shall receive the long- term sub rate and remain a Unit D member.
   B. Teaching Expectations
      All educators will maintain seating plans for contact tracing purposes.
   C. SEEDS
      The District agrees to review SEEDS related issues with the union. For teachers, evaluators shall consider the special circumstances related to the COVID-19 pandemic, including, but not limited to, teaching outside one's area of certification, supporting the social and emotional needs of students, larger than usual class size, and extended absences related to the pandemic. Evaluators will limit in person observations to fifteen minutes, be masked, and maintain appropriate distancing. Post observation meetings will be conducted remotely.
   D. Ensuring Staff and Student Safety –
      a) All staff and students who do not have a documented medical exemption shall wear masks, at all times, when on school grounds except when eating, during scheduled mask breaks and outside, as per School Committee policy.
      b) Transparent face masks will be prioritized for staff working with EL students and students that are hearing impaired. These masks will be provided to others upon request, if, appropriate and available.
      c) District will provide appropriate training for all new educators on the District's safety protocols and all staff prior to starting work. When protocols change, employees will be notified in writing.
      d) For the 2021-22 school year, staff who require an initial CPI certification will be trained in a hybrid model. Refresher courses will be offered in the fall of 2022. The instructional portion of the initial training program will be done virtually while the skill demonstration will take place in small, in person groupings, in an environment that meets District COVID-19 social distancing, masking and other guidelines.
      e) All PPE, disinfecting materials, hand sanitizer and hand washing supplies must be in each workspace prior to the opening of school each day. If any of the above are not available in the workspace **Appendix D** includes the appropriate protocol to follow to receive the needed PPE.
      f) Hand sanitizer will be available at all the entrances to the buildings

g) Disposable gowns for diapering will be provided based on individual student needs.
h) Students must be escorted to the nurse's office unless the nurse approves the independent movement of a child.
i) The District will provide signage to be posted on how to properly put on and remove masks.
j) Educators are not responsible for cleaning but will be given supplies if they wish to clean their own area
k) Schools will develop a plan, where necessary, for parent pickup and siblings meeting up to walk home that meets social distancing guidelines.
l) To the extent possible based on recommendation of the Springfield Commissioner of Health and Human Services, all meetings will continue to be conducted remotely. Any in-person meeting will follow District COVID-19 Safety protocols in Appendix A. The meeting organizer will provide a zoom link for every meeting.
m) Outside service providers who are not under contract with the Springfield Public Schools shall not enter the buildings and will continue to work remotely with students on their caseload.
n) Ventilation
    a. The District hired an industrial Hygienist to ensure that the schools meet ASHRAE standards. The District provided his report to the unions.
    b. The District provided a video to the unions to be posted on their websites and Facebook pages that explains the different ventilation systems, and how they work. The unions were provided with the kind of ventilation system in each school.

E. <u>Technology Support for the 2021-2022 School Year</u>

1) Educators will now use Schoology or Microsoft teams as the primary online platform. Google Classroom may only be used by SEZP schools and without Gmail accounts for students and staff.
2) The District will continue to provide
    a) a computer
    b) Noise Canceling Headphones for circumstances where remote learning from the classroom is taking place in the Virtual School.
    c) Learning Management Systems
    Schoology
    d) Video Conferencing
    Zoom
    Microsoft Teams
    e) Office 365 – applications like Word, Excel, and PowerPoint, as well as email, to

support student learning.

f) Other learning applications such as iReady and NearPod or others that support student learning and those that meet the needs of preschool and EL students, and students with disabilities.

g) DyKnow to monitor student screens and online activities during school.

h) Cisco Umbrella or other web filtering which blocks students from accessing inappropriate content (as outlined by the Childhood Internet Protection Act) on SPS-provided devices.

i) The District maintains a Service Desk where staff can access numerous help articles and submit a ticket requesting help:

4. All provisions of the collective bargaining agreement between the SPS and the Springfield Education Association, Springfield Administrators Association, and the Springfield Federation of Paraprofessionals shall remain in effect except to the extent such provisions have been durationally modified by this Contract Amendment.

5. This MOU is temporary and will stay in force and effect through June 30, 2022 and may be extended by mutual agreement.

For Springfield Education Association: _____ Date: _____

For Springfield Administrators Association: _____ Date: _____

For Springfield Federation of Paraprofessionals: _____ Date: _____

For Springfield Public Schools: _____ Date: _____