

Memorandum of Understanding
between
The Baltimore County Public Schools (BCPS)
and the
Education Support Professionals of Baltimore County (ESPBC)

Class Coverage and Substituting

The Board of Education of Baltimore County (“Board”) and the Education Support Professionals of Baltimore County (“ESPBC”) (hereinafter jointly referred to as “Parties”) hereby enter in this Memorandum of Understanding (“MOU”) which addresses substituting, coverages, and compensatory services as a supplement to the Parties’ 2023-2026 Master Agreement (MA).

WHEREAS the Parties understand that their primary mission is the education of the county’s students, and

WHEREAS the Parties agree that, where applicable, all terms of the MA between the Board and the Association remain in full force.

Now therefore, the Parties agree to the following:

Substituting and Coverage

A. ESPBC Represented Employees Substituting and Providing Coverage for Classroom Teachers

1. Article 6.19.2 of the ESPBC Master Agreement allows for paraeducators to be used to “cover for teachers involved in such activities as team conferences for short periods of time up to a maximum of three (3) hours per duty day”. Paraeducators who volunteer to provide coverage beyond the three (3) hours are eligible for the twenty dollars (\$20) per hour in addition to their regular hourly rate.
2. ESPBC represented school-based employees includes instructional paraeducators, interpreters, occupational and physical therapy assistants, school- and non-school based office professionals and other ESPBC represented employees.
3. ESPBC represented employees who volunteer to substitute FOR A TEACHER during their regular schedule at their assigned location are eligible to be compensated twenty dollars (\$20) per hour in addition to their regular hourly rate.
4. ESPBC represented employees who volunteer to cover a class(es) FOR A TEACHER beyond the three (3) hour period shall be compensated twenty dollars (\$20) per hour in addition to their hourly rate.
5. ESPBC staff funded by restricted grants, such as IDEA and Title I, may only receive increased compensation for voluntarily substituting or voluntarily providing coverage

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related to their current job description. Grant funded paraeducators may volunteer to provide limited coverage, as necessary, for classroom teachers only, using content developed by a certified teacher to reinforce learning and skill development.

6. ESPBC represented employees who are deployed or who, with supervisor approval, volunteer to provide support to schools shall be paid at their regular hourly rate plus an additional \$20 per hour. ESPBC represented employees may be used to provide classroom coverage or support to school front offices.
7. Health assistants, who cover a health suite for ten (10) or more full school days, without a nurse substitute, are eligible for twenty dollars (\$20) per hour in addition to their regular hourly rate. Health Assistants who are filling a vacancy for a school nurse are eligible for twenty dollars (\$20) per hour in addition to their regular hourly rate.

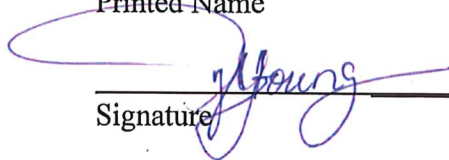
B. General Consideration

1. Employees who are less than a 1.0 FTE are NOT eligible to receive additional pay for time worked outside of their regular schedule.
2. Long-term substitutes who are working full time may NOT be used for coverage. Long-term substitutes receive compensation for six (6) hours and forty-five (45) minutes daily and cannot exceed this time worked.
3. Long term substitutes who are working less than a full day schedule may volunteer to cover classes outside of their schedule.
4. Long term substitutes who volunteer outside their schedule shall not be paid at the class coverage approved additional hourly rate. They shall be paid at the appropriate long-term rate.
5. Long-term substitutes cannot volunteer to give up their thirty (30) minutes unpaid lunch to cover classes.

If necessary, the Parties agree to meet to discuss the need to modify and reissue this memorandum. Otherwise, this memorandum will be effective Monday, **September 25, 2023**, through Friday, June 28, 2024.

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ESPBC: **Jeannette Young**
Printed Name

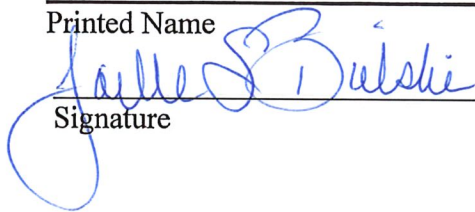


Signature

9/21/2023

Date

BOARD: **Joelle Bielski**
Printed Name



Signature

9/21/2023

Date