

MEMORANDUM OF UNDERSTANDING
2021 – 2022 Workday


This Memorandum of Agreement (the "MOA" or "Agreement") by and between the Board of Education of the City School District of the City of New York (the "Board" or "Department") and the United Federation of Teachers, Local 2, AFT, AFL-CIO (the "Union" or "UFT") modifying the collective bargaining agreements between the Board and the Union as set forth more particularly below.

Nothing in this Agreement shall constitute a waiver or modification of any provision of any memorandum of agreement, collective bargaining agreement, letter or other agreement between the Department and the UFT except as expressly set forth herein.

The Pilot Workday defined in the 2014 collective bargaining agreement as amended by the UFT-DOE Memorandum of Agreement entered into on October 11, 2018, will be extended for the 2021-2022 school year for single session schools.

Default Model	Length of Day	Time Restrictions (no earlier/later)	Unique Features	PTC
Single Session Schools	6:20 Regular Days 6:50 on Citywide PD Days	M,T (8:00 – 4:00) W, Th, F (8:00 – 3:45)	<ul style="list-style-type: none"> On Mondays when school is in session there will be an 80-minute block of Professional Development immediately following the conclusion of the school day. On Tuesdays when school is in session there will be a 75-minute block immediately following the conclusion of the school day that consists of 40-minutes for Parent Engagement activities as set forth below in section C of this Article, immediately followed by a 35 minute block of time for Other Professional Work. 	<ul style="list-style-type: none"> The four evening (3 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.
Multi Session & D75 Schools	6:50	M-F	<ul style="list-style-type: none"> Teachers duty free lunch, preparation periods, and professional activity periods (in middle schools, high schools, and 6-12 schools) will be the same length. In elementary schools, preparation periods and professional activity periods (where applicable) will be the same length and duty free lunch will continue to be a minimum of 50 minutes. Faculty conferences (Oct-May) must be conducted before or after the workday on Mondays unless a change* is implemented via the SBO process. Grade/Department conferences* must be conducted after the workday, and may be on a Monday, unless changed in consultation with the Chapter Leader. <p><small>* SBOs may include conferences embedded in the workday or conferences conducted remotely. See Single Session 6:50 model below for details.</small></p>	<ul style="list-style-type: none"> The two evening (2.5 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.

In addition to the above described default schedule, the several reconfigurations of the workday (attached) have been pre-approved by the President of the UFT and Chancellor and may be implemented if an SBO is conducted and approved at the school level by the principal and UFT members.


Michael Mulgrew, UFT President


Meisha Porter, NYCDOE Chancellor

2021-2022 PRE-APPROVED SCHOOL BASED OPTIONS

SBO Model	Length of Day	Time Restrictions <i>(no earlier/later)</i>	Unique Features	PTC
<p align="center">6:50 Instruction</p> <p align="center">Single Session School</p>	<p align="center">6:50</p>	<p align="center">M-F (7:00-4:30)</p> <p>The schedule, including the faculty & department or grade conferences, must be explicitly stated on the SBO ballot.</p>	<ul style="list-style-type: none"> Teachers duty free lunch, preparation periods, and professional activity periods (in middle schools, high schools, and 6-12 schools) will be the same length. In elementary schools, preparation periods and professional activity periods (where applicable) will be the same length and duty free lunch will continue to be a minimum of 50 minutes. Faculty and departmental/grade conferences (Oct-May) may be conducted during a common lunch or preparation period. In cases where the preparation period is used, the teachers shall make up the preparation period work hours and this may be done remotely (teachers are not required to be in the building). Faculty and departmental/grade conferences (Oct-May) that cannot be programmed during the school day may be conducted remotely at mutually agreeable times/dates (which must be stated on the SBO ballot). There shall be no increase in the number of sessions for related service providers. 	<ul style="list-style-type: none"> The two evening (2.5 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.
<p align="center">6:50 with (5) 30 min blocks</p> <p align="center">Single Session School</p>	<p align="center">6:50 faculty</p> <p align="center">6:20 students</p>	<p align="center">M-F (7:00-4:30)</p> <p>The schedule, including how the (5) 30 minute blocks will be allocated (time and purpose), must be explicitly stated on the SBO ballot.</p>	<ul style="list-style-type: none"> (5) 30 minute blocks each morning or afternoon. To be used for: Common Planning, Professional Learning, and/or "Office Hours." Students shall have a school day no longer than 6 hours 20 minutes. Faculty and departmental/grade conferences (Oct-May) may be conducted during a common lunch or preparation period. In cases where the preparation period is used, the teachers shall make up the preparation period work hours and this may be done remotely (teachers are not required to be in the building). Faculty and departmental/grade conferences (Oct-May) that cannot be programmed during the school day may be conducted remotely at mutually agreeable times/dates (which must be stated on the SBO ballot). 	<ul style="list-style-type: none"> The two evening (2.5 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.
<p align="center">Faculty & Department/ Grade Conferences</p>	<p align="center">6:50</p>	<p>The specific date & time must be explicitly stated on the SBO ballot.</p>	<ul style="list-style-type: none"> Faculty and department/grade meetings may be combined on one day each month (October-May). Faculty and departmental/grade conferences (Oct-May) that cannot be programmed during the school day may be conducted remotely at mutually agreeable times/dates (which must be stated on the SBO ballot). Faculty and departmental/grade conferences (Oct-May) may be conducted during a common lunch or preparation period. In cases where the preparation period is used, the teachers shall make up the preparation period work hours and this may be done remotely (teachers are not required to be in the building). Faculty and departmental/grade conferences (Oct-May) that cannot be programmed during the school day may be conducted remotely at mutually agreeable times/dates (which must be stated on the SBO ballot). 	<ul style="list-style-type: none"> The two evening (2.5 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.

2021-2022 PRE-APPROVED SCHOOL BASED OPTIONS

SBO Model	Length of Day	Time Restrictions <i>(no earlier/later)</i>	Unique Features	PTC
<p align="center">6:20 Instruction + 100/55</p> <p align="center">Single Session School</p>	<p align="center">6:20</p>	<p align="center">M (8:00-4:00)</p> <p align="center">T (8:00-3:45)</p>	<ul style="list-style-type: none"> On Monday there shall be a 100 minute Professional Development period immediately following the end of the school day. On Tuesday there shall be a 55 minute block for Parent Engagement. No monthly faculty or grade conferences. 	<ul style="list-style-type: none"> The four evening (3 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.
<p align="center">6:20 Instruction + 80/40/35</p> <p align="center">Single Session School</p>	<p align="center">6:20</p>	<p align="center">M (8:00-4:00)</p> <p align="center">T (8:00-3:45)</p>	<ul style="list-style-type: none"> On Monday there shall be a 80 minute Professional Development period immediately following the end of the school day. On Tuesday there shall be a 40 minute block for Parent Engagement. On Thursday immediately following the end of the school day, there shall be 35 minute period to be used for Other Professional Work. No monthly faculty or grade conferences. 	<ul style="list-style-type: none"> The four evening (3 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.
<p align="center">6:20 Instruction + 80/75 Before School</p> <p align="center">Single Session School</p>	<p align="center">6:20</p>	<p>The school schedule, including start times, end times, and specific days for the 80/75, shall be explicitly stated in the SBO.</p>	<ul style="list-style-type: none"> The 80 minute Professional Development period shall be moved to any day of the week immediately before the beginning of school. The 75 Minutes (40 minutes of Parent Engagement and 35 minutes of Other Professional Work) shall be moved to a second day of the week immediately before the beginning of school. No monthly faculty or grade conferences. 	<ul style="list-style-type: none"> The four evening (3 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. The two afternoon (2 hours each) Parent Teacher Conferences set forth in the collective bargaining agreement shall be conducted remotely. Teachers shall not be required to attend the evening conferences from the school building and they will be able to conduct the afternoon conferences remotely if their commute allows. Meetings with parents/caregivers, may, upon request, occur in-person on a mutually-agreeable date and time during the contractual workday, other than the parent-teacher conference date, and such meeting shall be conducted in a manner consistent with the school safety plan.