

**Memorandum of Understanding
Between the Association of Colton Educators
And the Colton Joint Unified School District**

This Memorandum of Understanding ("MOU"), between the Colton Joint Unified School District ("District") and the Association of Colton Educators ("ACE"), (collectively, "The Parties"), is entered into for the purpose of memorializing the mutual understanding related to an elementary schools' Enrichment Program. This MOU shall apply exclusively to the -2026-2027 school year.

WHEREAS, the Association and the District are establishing a new program that is now part of the LCAP to be funded by LCFF that will provide Enrichment Opportunities for students in grades TK-6; and

WHEREAS, the intent of the time created for the classroom teacher through the EP is to use the time for grade-level collaboration and professional learning for student achievement; and

WHEREAS, the Enrichment Program will create the need for art, music, physical education and STEAM teachers; The Enrichment Program schedule should be designed to maximize meaningful grade-level collaboration time for classroom teachers while also providing EP teachers with contractual lunch, preparation, and reasonable transition time.

NOW, THEREFORE, the Parties agree to the following:

1. This Agreement will begin at the start of the 2026-2027 School Year.
2. Elementary sites will be placed in groups of three (Triads), and each of the three sites will receive the EP for a week before rotating to the next site in turn.
3. One teacher from each area (music/STEAM, art, and PE) will be assigned to each Triad to work as an EP Team.
4. Each EP Teacher will be assigned one of their Triad sites as their "home site" so that each site will only be selected once.
 - a. An EP Teacher's evaluation will be based on their "home site" with input from other triad administrators.
 - b. EP Teachers will not have site duties (e.g., substitute teacher duties, after school dismissal, recess duties, etc.) unless recess falls during their enrichment block. If there is a recess during the enrichment block, EP Teachers serve no more than one recess duty a day. (Teachers need to provide clear explanations for recess responsibilities and duties.)
 - c. Each EP Teacher will receive keys for each of their triad sites (classroom, bathroom, work room and gates- when applicable) and a calendar of events for their "home site." Each school will assign at least one mailbox for the EP Teachers.
 - d. Each EP Teacher will meet with their "home site" administrator at the start of the school year to review protocols for EP delivery for that site, including establishing a clear "chain of command."

- e. EP Teachers will attend staff meetings at the Triad site where they are based that week with the exception of the first and third Wednesday of the month for the Enrichment subject collaboration. Prior to the meeting EP teachers will provide an agenda and location of the meeting to all principals involved. After the meeting minutes and a sign in sheets will be provided to all principals.
 - f. EP Teachers will participate in 2 after-school evening events in total (in their triad schools) as required by the contract. (Article 8.3 - Evening Activities)
5. EP Teachers will have a dedicated professional space at each site in their Triad, which will be available as soon as possible. The space will include appropriate desks/tables and chairs for each EP Teacher on the Team.
 6. Each EP Teacher will be provided with the materials/equipment they need to implement their program at each site of the Triad. Each EP Teacher will also be provided with sufficient secure storage for the materials/equipment they use at each site.
 7. Each EP Teacher at each site will be provided with a heavy-duty cart to use in transporting materials/equipment from classroom to classroom.
 8. Each PE EP Teacher will be provided with a working walkie-talkie or radio each day to communicate in case of emergency at that site.
 9. EP Teachers will have access to printers and copiers at each site.
 10. Requirements #5-9 will be implemented as soon as practicable at each site.
 11. EP Teachers will work in the regular classrooms with that classroom's students when feasible.
 - a. The classroom teacher will provide seating charts ~~or~~ and rosters to the EP Teacher.
 - b. The classroom teacher will inform the EP Teacher of the unique needs (allergies, behaviors, IEP, 504) of any student in that class.
 12. School sites may choose to have a rotating schedule or a block schedule for enrichment:
 - A. ***Rotating Schedule:*** *In this format, EP teachers work with each grade level for only one period. Then they move on to work with another grade level.*
 - ***TK: 30 minutes (with instructional aide/s present)***
 - ***K-6th: 55 minutes maximum*** (if less than 55 minutes, it should be consistent for classes in the same grade level)
 - There will be no less than 15 minutes of set-up time between classes of different grade levels and after lunch.
 - B. ***Block Schedule:*** *In this format, EP teachers will rotate through each class within a grade level. Example:*

	Art	Music	PE
Enrichment 1			

	Class A	Class B	Class C
Enrichment 2	Music	PE	Art
Recess	15 minutes (embedded in the block)		
Enrichment 3	PE	Art	Music

- *Each rotation block will include instruction and transition time under the enrichment teacher supervision, and instruction time will be no more than:*
 - ***TK: 25 minutes** (with instructional aide/s present) (**one block a week**)*
 - ***K-6th: 55 minutes** (**one block a week**)*
 - ***Transition time is embedded into the block.***
- *Although transition between classes in the same grade level will be supervised by the EP teachers, EP teachers will receive a 15 minute unsupervised transition when they switch to a new grade level.*
- *Any grade level with four or more classes will need to split their block periods between two days.*

13. Enrichment teachers will collaborate with Moderate/Severe SDC teachers to determine the appropriate duration, delivery method and differentiation for enrichment classes.

14. A daily schedule will be designed in a manner that allows EP teachers 10 minutes to set up after lunch *when they switch to a new grade level* to ensure all EP teachers receive a 30-minute, uninterrupted lunch.

15. Sites may lower the grade level instructional minutes to allow up to 6 (six) classes on regular school days and up to 5 (five) classes on minimum school days.

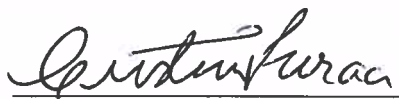
16. Schedules should be prepared in collaboration with EP and Admin at least one week in advance and then shared with staff for feedback. While collaboration with the EP team and administration is essential and valued, final scheduling decisions should remain with site administration to ensure alignment with student needs, staffing considerations, and overall operational priorities.

17. Changes to the enrichment schedule should be communicated as early possible, unless there are unforeseen circumstances.

18. Class sizes:

- a. Class sizes will be based on the current CBA grade-level class sizes.
- b. If there is a need to combine or increase EP class sizes above CBA levels, the compensation will follow Appendix 3- classroom supervision.

19. This MOU is unique unto itself and shall not set a precedent for any future negotiations. It will expire on June 30, 2027, unless the Parties mutually agree to extend the MOU.



Cristina Puraci
ACE President

5/23/26
Date



Brandon Dade, Ed. D
Assistant Superintendent, Human Resources
Colton Joint Unified School District

5/28/24
Date