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

Substituting and the Providing of Class Coverage

Whereas, staffing has become a challenge for schools in the 2021-2022 school year, and

Whereas, the Baltimore County Public Schools (BCPS) and the Education Support Professionals of Baltimore County (ESPBC) (hereinafter jointly referred to as the “Parties”) recognize that school administrators need flexibility in addressing and resolving the unique challenges that these shortages may present,

Now therefore, the Parties agree to the following:

A. ESPBC Represented Employees Substituting and Providing Coverage

1. ESPBC represented employees who volunteer to substitute during their regular schedule at their assigned locations are eligible for the additional $20 per hour in addition to their regular hourly rate.

2. ESPBC represented employees include instructional paraeducators, interpreters, occupational therapy assistants, and office professions who are school based.

3. Article 6.19.2 of the ESPBC Master Agreement allows for paraeducators to be used to “cover for teachers…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 hours are eligible for the additional $20 per hour in addition to their regular hourly rate.

4. ESPBC staff funded by restricted grants, such as IDEA and Title I, may only receive increased compensation for voluntarily substituting/providing voluntary coverage 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.

5. ESPBC represented employees noted above who volunteer to substitute/cover a class(es) will be paid at their hourly rate plus an extra $20 per hour for any portion of the voluntary class coverage.
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B. General Considerations

1. Paraeducators who are less than a 1.0 FTE are not eligible to receive additional pay for time worked outside of their regular schedule.

2. The class coverage rates of pay are retroactive to the start of the 2021-2022 school year, and ESPBC represented employees who volunteered and who substituted/provided coverage in accordance with the above guidance are to be compensated.

3. 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.

4. Long term substitutes who are working less than a full day schedule may volunteer to cover classes outside of their schedule and be paid at the appropriate long-term rate, not a class coverage approved rate. Additionally, long-term substitutes cannot volunteer to give up their thirty (30) minute unpaid lunch to cover classes.

This MOU expires on June 30, 2022.

ESPBC:  Jeannette Young
Printed Name

[Signature]  11/11/2021

BCPS:  George M. Duque
Printed Name

[Signature]  11/11/2021