

**MEMORANDUM OF UNDERSTANDING
COMPENSATION OF COACHES AND CO-CURRICULAR
ADVISORS DURING THE 2020-21 SCHOOL YEAR**

This Memorandum of Understanding is entered into by and between Independent School District No. 518, (hereinafter referred to as the “School District”) and Education Minnesota Worthington (hereinafter referred to as the “Association”).

WHEREAS, the School District and the Association are parties to a collective bargaining agreement (hereinafter referred to as the “CBA”) for the time period from July 1, 2019 to June 30, 2021; and

WHEREAS, Schedule C and D of the CBA provides a salary schedule for teachers who also serve as advisors of co-curricular activities and/or athletic coaches in various high school and middle school sports; and

WHEREAS, the School District and the Association acknowledge that the peacetime emergency in the State of Minnesota could extend into the 2020-2021 school year and adversely affect the School District’s ability to offer MSHSL sports, other extra-curricular activities, and co-curricular activities; and

WHEREAS, the School District and Association now desire to address the potential impact of the continuation of the peacetime emergency during the 2020-2021 school year by establishing clear parameters for the compensation of coaches and advisors of co-curricular activities in the event any MSHSL sport, other extra-curricular activity, and co-curricular activity is cancelled, suspended, or shortened.

NOW, THEREFORE, the parties hereto agree as follows:

1. **Compensation:** Coaches/Advisors will be compensated in **one** of the following manners in the event the sport/activity is cancelled, suspended or shortened:
 - a. Coaches/Advisors will receive full stipends if the following are successfully completed as determined by the administrative supervisor or if the activity has no administrative supervisor, the activity director (AD).
 - i. Submitting a plan for his/her extra-curricular/co-curricular activity for approval to the activity’s administrative supervisor or, if the activity has no administrative supervisor, the (AD).
 - ii. Once approved, coaches/advisors will send either weekly/monthly update based on the regular meeting times with students.
 1. If coaches/advisors meet daily, they should be sending weekly reports to their administrative supervisor or if the activity has no administrative supervisor, the AD.
 2. If coaches/advisors meet weekly, they should be sending monthly reports to their administrative supervisor or if the activity has no administrative supervisor, the AD.
 - b. Coaches/Advisors will be paid on a pro-rata daily basis for their season.
 - i. 15 % of the compensation will be paid for preparation of work done outside of the student participation period.

- ii. The remaining portion of the compensation will be paid on a pro-rata on a daily basis for the portion of the activity completed beginning with the student start date to the last day of regular student participation, excluding any tournament play.

2. **Timing of Payment.** Each coach/advisor subject to this Agreement shall receive payment as scheduled unless the activity is suspended or cancelled. In such case, each coach/advisor will receive payment of the remaining stipend no later than 15 days after the originally scheduled conclusion of the sports season or activity.

- a. The coach/advisor can chose to be paid in either a lump sum or have the amount dispersed throughout a series of checks.

3. **Terms of this Memorandum of Understanding; Modification.** This Memorandum of Understanding shall commence on the date the parties fully execute it and shall remain in effect until June 30, 2021. This Memorandum of Understanding may be modified by mutual written agreement between the parties hereto.

4. **No Past Practice.** By entering into this Memorandum of Understanding, the parties acknowledge and agree that the actions taken by the School District and the actions taken by the local union in this Memorandum of Understanding shall not constitute, nor be interpreted as, a past practice.

For the District:

For the Union

Dated: _____

Dated: _____