

Memorandum of Understanding

Between the
Cass Education Association
and the
Cass School District 63 Board of Education

This Memorandum of Understanding (MOU) is entered into by and between the Cass School District 63 Board of Education (Board) and the Cass Education Association (CEA) (collectively, the "Parties").

Whereas the District has successfully maintained an e-Learning program for the previous three school years, and with the understanding that there is agreement that both parties continue to support the option to utilize e-Learning days when weather or other conditions may necessitate the cancellation of in-person learning, the Board and CEA hereby agree to renew the Cass School District e-Learning Program for the 2023-24, 2024-25, and 2025-26 school years. This is subject to the Board and District complying with the e-Learning Program renewal requirements as set forth by Illinois statute and the Illinois State Board of Education.

It is understood that when an e-Learning day is utilized according to the Board-approved plan for such days of instruction and student attendance, the school day as referenced in the current Collective Bargaining Agreement will not apply and teachers will be required to report electronically for duty as outlined below. Revisions shall be implemented if mutually agreed upon or required by statute.

Following are the general provisions for e-Learning days:

- Teachers are expected to be prepared for an e-Learning day that allows for the continuity of instruction, learning, and rigor as appropriate for the age-level and ability of the students.
- With the understanding that it may not always be feasible, as much as possible the District will make every effort to make a decision regarding the need for an e-Learning day prior to the end of the previous teacher work day.
- The teacher e-Learning workday will be 5 hours and 30 minutes, and instruction in both buildings shall commence at 8:30 a.m. and conclude at 2:00 p.m. A minimum of 5 clock hours of synchronous and/or asynchronous instruction or a combination thereof is required to fulfill the state requirements for a school day.
- The Google Classroom platform will be utilized and plans and schedules will be communicated to parents as appropriate for each subject and grade level.


In cases when students are unable to complete e-Learning work within the e-Learning specified hours and/or due to unforeseen circumstances (power outages, lack of Internet access, appropriate supervision at home, etc.), teachers will communicate with students and parents directly as appropriate, giving students the opportunity to submit missed work within a reasonable period of time that is appropriate for the age of the students.

This MOU is in effect through the 2025-26 school year, or prior to that time if it is mutually agreed upon by both parties that the language contained herein needs to be modified, or other requirements are set forth by statute or the Illinois State Board of Education.

Agreed upon on Tuesday, October 17, 2023.

A handwritten signature in black ink, appearing to read "Scott Kondraschow", written over a horizontal line.

Scott Kondraschow, President
Cass Education Association

A handwritten signature in black ink, appearing to read "Lana Johnson", written over a horizontal line.

Lana Johnson, President
Cass District 63 Board of Education