

Memorandum of Understanding
Beaumont Unified School District and Beaumont Teachers' Association
21st Century Learning Institute Work from Home
2025-2026

The Beaumont Unified School District ("District") and Beaumont Teachers Association ("Association") enter this Memorandum of Understanding ("MOU") regarding work from home for certificated staff assigned to 21st Century Learning Institute.

The Parties recognize there is a need to address the lack of facilities for teachers at 21st Century Learning Institute. In order to address those concerns, the Association and the District agree that a voluntary and temporary work from home arrangement will be put in place for the 2025-2026 school year.

The District and the Association agree to the following:

- A. **Terms of Agreement:** This agreement is a voluntary and temporary work from home arrangement that shall begin at the District's discretion and shall expire at the conclusion of the 2025-26 school year. It may also be canceled unilaterally by the District at any time.
- B. **Timeline:** Teachers and staff will continue to work all regularly scheduled employee work days set by the District. Work hours will likewise be unchanged. Unit members will be available and reachable during contractual work hours.
- C. **Pay/Benefits:** While working under the work from home model, bargaining unit members shall continue to receive their full compensation and benefits. If extracurricular duties are pre-approved by the site administrator, bargaining unit members shall continue to receive stipends and/or additional pay, as provided for under the collective bargaining agreement. Articles 3.9.4 and 6.6.1 of the collective bargaining agreement do not apply. Employees will not be compensated for mileage.
- D. Any 21st Century Learning Institute teachers assigned to Harmony Haven worksite are not eligible to work from home and access the terms of this MOU.
- E. **Bargaining unit members shall:**
 - 1. Determine the means and methods for providing independent study learning based on appropriate standards-based instruction, District-adopted curriculum, District-approved resources, web-based programs, and state requirements.
 - 2. Support diverse learners and understand their students' ability to access the curriculum.
 - 3. Build rapport and connections with students.
 - 4. Follow the educational progress monitoring protocols to regularly evaluate and monitor student work completion and participation to ensure student support, provide students and parents feedback, and complete attendance.
 - 5. Communicate any students in violation of the Master Agreement Contract to the site administrator for additional outreach and follow-up.
 - 6. Use approved District accounts and email to conduct school business and instruction.
 - 7. Provide links for Google Meets, Google Classroom, Zoom, Adobe Sign, and/or other web applications and/or programs to administrators upon request by the administrator.

8. Check their District email daily during the regular work week. Bargaining unit members shall make every effort to respond to parent, student, and all professional communications, in a timely manner and at a maximum of twenty-four (24) hours during the work week.
9. Conduct all their contractual work hours at their primary residence or assigned Beaumont USD work site during all regularly scheduled employee work days set by the District.
10. Be on-site within two (2) hours requested by the site and/or district administrator from the time that site/district administrator communicates with the employee by phone call.

F. As a condition for being approved to work from home, the bargaining unit member is responsible for:

1. Having reliable Internet connectivity. In the event staff have connectivity issues from home, the District will provide an Internet hotspot. Staff can request a hotspot by submitting a helpdesk ticket and the site Technology Specialist will assist.
2. Their own professional workstation.
3. Their own professional work space, free from distractions and does not impede or interrupt instruction.
4. Managing their own set-up of District-provided equipment. In the event that District-assigned equipment is not working properly, submit a helpdesk ticket, bring the equipment to the site, and the employee will be required to work from their assigned District site until the issue is resolved. At no time will the District provide technical support at the employee's primary residence.
5. Providing any communication using their laptop and the GoTo Connect app. Personal devices will not be compensated by the District (example but not limited to cell phones or house phones).
6. Ensuring their own professional behavior and dress.
7. Following the approved instructional schedule.
8. Following all guidelines, professional responsibilities, and duties, as outlined in this MOU and collective bargaining agreement as well as all Board Policies and District expectations. If there is a concern regarding the professional atmosphere or the ability to fulfill any of the conditions above which impedes instruction, the employee may be required to return to their assigned work site per admin and progressive discipline may be issued.
9. Reporting and entering all employee absences in the employee absence management system and communicating with site administration.
10. Must come in and sign attendance when directed by the administrator.

G. The District will provide the following:

1. Computer monitor (1), web camera (1), laptop (1), multi-function dock (1), headset with microphone (1).
2. Access to a printer and supplies at assigned district work location.

H. Staff meetings/Professional Development/Collaboration/IEP's:

1. Attend all professional learning events, staff, meetings, department meetings, conferences, and trainings in person if requested by administrator.
2. Teachers shall be expected to attend IEP meetings at the request of the case carrier. Efforts will

be made to schedule IEP meetings within the normal workday. As with other meetings, teacher attendance at IEP meetings may be in-person or virtual, dependent on the parent or administrator request for the meeting.

I. Evaluations/Observations timelines will continue as scheduled and they may be completed virtually.

J. Conduct:


1. Unit members shall maintain the same professional conduct standards with students, parents and colleagues as they would in a traditional workplace setting, including language, dress, chats, email exchanges, etc. Teachers will continue to follow all Board policies and District guidelines.
2. Unit members should immediately report any inappropriate student or parent conduct to site or District administration. Independent study may lend itself to different challenges or unforeseen incidents and the District will work collaboratively with the Association to address these as they arise.

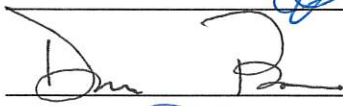
All components of the Collective Bargaining Agreement not addressed by the terms of this agreement shall remain in full effect.


This MOU shall expire on June 30, 2026, unless extended by mutual agreement. This agreement is not precedent setting.

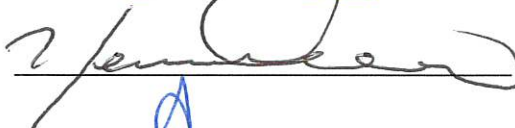
Dated: May 28, 2025


For Beaumont USD














For BTA

