

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CHINO VALLEY UNIFIED SCHOOL DISTRICT AND THE  
ASSOCIATED CHINO TEACHERS

**MULTI-TRACK/YEAR-ROUND (MTYR), K-6 GUIDELINES**

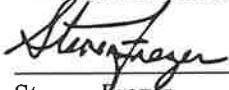
It is hereby agreed by and between the Chino Valley Unified School District (hereinafter "District") and the Associated Chino Teachers (hereinafter "Association") as follows with regard to the year-round program at MTYR, K-6 schools:

1. If a position becomes vacant mid-track at a year round school, it shall immediately be considered a vacancy unless otherwise mutually agreed to between the District and the Association. A temporary teacher or long-term substitute may fill the position until the next intercession. The position shall be filled with the new transferee when that track resumes in accordance with Article 15 of the C.B.A.
2. The site administrators and unit members with specialties shall collaboratively establish assignments and a calendar which will ensure, to the extent possible, that unit members/students on all tracks shall have equal access to the curriculum and school programs. These specialty areas include, but are not limited to music, speech, Special Education, and nursing services. When extended employment contracts are offered to unit members with specialties, they shall be voluntary and equitably distributed on a rotational basis, amongst those unit members who are qualified.
3. Unit members assigned to the year round program may voluntarily exchange contract days with other unit members at the site without loss of pay, fringe benefits, or use of sick leave, but such arrangements shall be approved by the site administrator, except in cases of unanticipated illness, to ensure class coverage. When possible, unit members shall give at least a twenty-four (24) hour notice of the request to the administrator.
4. The site administrator shall be responsible to ensure that off track unit members are kept informed as to developments at the school. Written communications, including newsletters, surveys, minutes from meetings and so forth, shall be sent to all off track unit members who make such requests. Year round unit members shall may not be required to attend any meeting, such as but not limited to: faculty, PLC, and grade level meetings, and any staff development activities, while off track.
5. A minimum of two (2) rolling storage cabinets, with locks, shall be provided to all unit members required to rotate classrooms. Unit members shall not be required to move the storage cabinets, and the District will be responsible for returning the cabinets to the teacher's assigned classroom at least 1 day before the opening day of each track.
6. The District agrees to work with unit members who return to the traditional school calendar and request assistance in transitioning from the twelve (12) pay periods associated with a multi-track

year round site to the ten (10) pay periods associated with the traditional school calendar. Upon request by the unit member, the District will provide a “courtesy” one (1) year transition so that the unit member receives a pay warrant for August 1 and September 1 prior to beginning the traditional school calendar.

7. As outlined in Section 4.2 of the A.C.T. Contract, the District and Association shall continue to work cooperatively in converting any site from standard schedule to a year round program and vice versa.
8. After grade level/track teaching assignments are made, if a MTYR K-6 unit member has a child attending the school (K-6), the District will make its best effort to make it a priority for the unit member’s child to attend the track in which his/her parent is assigned.
9. This agreement is in full force and effect from July 1, 2025, and will sunset when the District no longer maintains a MTYR K-6 school program or is revised by mutual agreement of both parties.

For the Association:



Steven Frazer  
President, ACT

For the District:



Grace Park, Ed.D.  
Deputy Superintendent

08/26/25

Date

8/27/25

Date