

**Memorandum of Understanding
Between the
Vacaville Teachers Association
And the
Vacaville Unified School District**

Extended Day Kindergarten (EDK) at Fairmont Charter Elementary School

The Vacaville Teachers Association and the Vacaville Unified School District hereby mutually agree on the following language changes, pertaining to the working conditions of unit members in Extended Day Kindergarten and Extended Special Day Class (SDC) Kindergarten at Fairmont Charter Elementary School. For the 2017-2018 school year, there shall be up to four (4) Extended Day K classes and two (2) SDC Extended Day K classes. This MOU shall go into effect beginning with the start date of implementation and continuing throughout the 2017-2018 school year. The two hundred (200) minute Kindergarten schedule shall be in effect until the implementation of the Extended Day Kindergarten Program.

Daily schedule: At some point in time during the 2017-2018 school year, an extended day kindergarten schedule and an extended special day class kindergarten schedule shall be implemented. Upon implementation, instructional minutes shall be 255 on Mondays, Tuesdays, Thursdays and Fridays and no more than 240 minutes on Wednesdays. The schedule for minimum days shall be the same as grades 1-3. There shall be one (1) fifteen (15) minute morning recess each day to be covered by yard supervisors. Lunch for students and extended day kindergarten unit members shall be thirty (30) minutes. Kindergarten classes shall have a minimum of thirty (30) consecutive minutes of library time each week.

Curriculum/Activities: The additional instructional minutes shall allow for student mastery of the kindergarten California State Standards by enhancing learning through, but not limited to, the following:

- Hands-on activities, exploration and use of technology
- Intervention in Language Arts and Mathematics (as needed, not the main focus)
- Integrated Science and Social Science
- STEM/STEAM activities
- Physical Education, Visual and Performing Arts
- English Language Development (ELD)

A process shall be put in place to provide materials for curriculum/activities. Extended Day Kindergarten teachers and site administration shall collaboratively determine what materials are necessary or desired to implement curriculum/activities.

Prep time: Extended Day Kindergarten teachers shall be on a 40/15-minute before/after the instructional day prep schedule for Mondays, Tuesdays, Thursdays and Fridays as described by the current VTA/VUSD Elementary Prep MOU. Extended Day Kindergarten teachers shall be on a 30/15-minute before/after the instructional day schedule for Wednesdays. Extended Day Kindergarten teachers shall have a forty-five (45) minute prep period after the instructional day every day, including regular minimum days, but not on the last day of school. In addition to these preps, Extended Day Kindergarten teachers shall have an additional twenty (20) minutes of prep after the instructional day on Mondays, Tuesdays, Thursdays and Fridays to prepare for the additional instructional time. Extended Day Kindergarten teachers shall not be required to support and assist in other classrooms. This section of the MOU replaces Article 4.1.5.1 in the collective bargaining agreement for 2017-2018.

Paraprofessional Instructional Assistant Time: Extended Day Kindergarten classes shall have a minimum of two (2) hours per day of Paraprofessional Instructional Assistant time in increments of no less than forty-five (45) minutes. Reasonable effort will be made to maintain continuity in the personnel who are assigned to a class.

Ongoing assessment of program: Extended Day Kindergarten teachers and site administration shall meet at least once per trimester to discuss what is working and what needs to be changed with the extended day schedule/program. Extended Day Kindergarten teachers shall be provided release time or may choose to attend these meetings outside the duty day, with hourly stipend pay (Appendix C, Section K). VTA leadership may be involved in these discussions as needed.

This MOU expires on June 30, 2018. The District and Association agree to meet by February 1, 2018, to discuss the terms for renewal of the MOU.

Janet Dietrich
Assistant Supt. of Human Resources

Moirá McSweeney
President, Vacaville Teachers Association

Date: _____

Date: _____