

**Memorandum of Understanding (MOU) between  
the Vacaville Teachers Association (VTA) and the Vacaville Unified School District (VUSD)  
Working Conditions and Hours for Bargaining Unit Members  
at Ernest Kimme Charter Academy for Independent Learning (KCAIL)**

This MOU shall be in effect from July 1, 2017 to June 30, 2018.

The hiring ratio for teachers at KCAIL shall be no more than 24:1.

Unit members working at KCAIL shall have ten (10) hours of unencumbered preparation time per every ten (10) days of instruction. These hours are to be scheduled by each unit member in consultation with the site principal.

Unit members working at KCAIL shall have one (1) hour of collaboration time per every five (5) days of instruction for Professional Learning Communities' focus on student achievement. Agendas and times for the PLC meetings shall be developed collaboratively between unit members and the site principal.

Each full-time teacher at KCAIL shall have two and a half (2.5) hours of flexible Transition Time per every five (5) days of instruction. Part-time teachers shall have a proportional amount of Transition Time (for example: an 80% unit member shall have  $.80 \times 2.5 = 2$  hours). Each teacher shall schedule their own Transition Time.

Each full-time teacher at KCAIL shall teach no more than five (5) grade levels at a time. Every effort shall be made to not have part-time teachers responsible for no more than the proportional amount of grade levels (for example: an 80% teacher shall have  $.80 \times 5 = 4$  grade levels).

Unit members who teach KCAIL Workshops shall have no more than twenty (20) students scheduled in each Workshop time period. If this limit is exceeded, with teacher consent, the teacher shall be compensated ten dollars (\$10) per workshop per student over the cap. The Workshop student limit shall not be exceeded by more than two (2) students.

Full-time teachers at KCAIL shall not serve more than twenty-four (24) students on a Personal Learning Plan (PLP) at a time. Part-time teachers shall have no more than the proportional amount of PLP students (for example: an 80% unit member shall have no more than  $.80 \times 24 = 19$  PLP students). Dual enrollment students (taking no more than three (3) subjects at KCAIL) shall count as a half (1/2) student towards the twenty-four (24) PLP cap.

Unit members working at KCAIL shall not participate in fall or spring conferences and the minimum days associated with those dates.

Every effort shall be made to balance the workload of teachers at KCAIL.

The District and the Association shall meet by December 1, 2017 to discuss working conditions at KCAIL. Either party may call further meetings.

The District and the Association shall meet by May 1, 2018 to develop an extension to the MOU.

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Janet Dietrich

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date

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Tracy Begley

Asst. Supt. Of Human Resources

VTA President