

**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 Academy of Independent Learning Charter School (KCAIL)**

This MOU shall be in effect from July 1, 2018 to June 30, 2019.

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 six (6) grade/subject levels at a time, unless by mutual consent of the unit member and site administrator. Part-time teachers shall be responsible for no more than the proportional amount of grade/subject levels (for example: an 80% teacher shall have $.80 \times 6 = 5$ grade/subject 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 have a maximum of twenty-four (24) hours of student contact time (i.e. PLP, workshops, etc.). Part-time teachers shall have no more than the proportional amount of student contact time (for example: an 80% unit member shall have no more than $.80 \times 24 = 19$ hours).

Full-time teachers at KCAIL shall have no more than twenty-eight (28) 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% teacher shall no more than $.80 \times 28 = 22$ students). This PLP limit may be increased by up to two (2) students with unit member consent. The unit member shall be compensated the amount of thirteen dollars (\$13) per day for each PLP student over the limit.

For the purposes of PLP student contact time, the following shall be followed for each student:

One (1) to two (2) non-PE PLP classes = Thirty (30) minutes of student contact time per week

Three (3) or more non-PE PLP classes = Sixty (60) minutes of student contact time per week.

Any variation from these time allotments shall be made by mutual consent of the unit member and the site administrator and shall be based on student need.

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 January 15, 2019 to discuss working conditions at KCAIL. Either party may call further meetings.

The District and the Association shall meet by May 1, 2019 to develop an extension to this MOU.

Janet Dietrich

Asst. Supt. Of Human Resources

date

Tracy Begley

VTA President