

**Memorandum of Understanding
Between
The Vacaville Unified School District
and
The Vacaville Teachers Association**

Regarding Flex-Time Program at District Middle and High Schools

Middle Schools and High Schools may choose to implement a change to the Tier 2 Academic Intervention program to include a "Flex Time" program. VTA and VUSD (the Parties) agree to bargain the impact of this program on the working conditions of unit members at schools who choose to implement the program.

1. On Tuesdays, Thursdays, and Fridays, teachers who teach eighty percent (80%) or more FTE will be assigned a thirty (30) minute "Flex-Time" Period for student intervention, enrichment or study hall. Teachers may work together during collaborative time to determine intervention schedules for their departments. Enrichment and/or Intervention during Flex-Time is voluntary for each teacher. A teacher who does not volunteer to facilitate intervention or enrichment shall supervise a study hall in their room during Flex-Time for thirty-five (35) students or for the amount of student desks in their classroom, whichever is smaller. Those teachers holding Flex-Time in non-classroom settings shall meet with administration to determine the appropriate maximum number of students for a study hall. Teachers shall not be required to prep for Flex-Time.
2. Teachers who work eighty percent (80%) or more shall be assigned a thirty (30) minute Advisory period on Mondays. Teachers shall not be required to prep for this advisory.
3. There shall be no Wednesday Collaboration meetings required on the Wednesdays before 1st and 3rd quarter grades are due.
4. For a teacher who teaches 80% or more FTE and travels to other sites during their work day, Administration from all work sites affected, a VTA representative and the teacher shall collaborate to determine a schedule that works for all sites and the teacher.
5. Unit Members shall use the "*Flexi-Sched*" or comparable software program to display their intervention and enrichment offerings, and to track student attendance (similar to AERIES). Unit Members shall receive initial and ongoing training and support to implement "*Flexi-Sched*" or comparable software.
6. Nothing in this MOU shall eliminate or replace provisions in the VTA/VUSD Collective Bargaining Agreement unless otherwise stated.
7. This MOU shall sunset on June 30th, 2022 unless extended in writing by mutual agreement of both parties.

Chris Hulett
Asst. Supt. of Human Resources

Todd Blanset
VTA President

Date: _____