Memorandum of Understanding
Between the
Vacaville Teachers Association (VTA)
And the
Vacaville Unified School District (VUSD)
Extensive Support Needs (ESN) Programs 2027-2028

This Memorandum of Understanding is entered into by and between VUSD and VTA for the purpose of addressing the transition of Solano County Office of Education ESN Classes to Vacaville Unified School District ESN Classes. This MOU shall be effective immediately and expire June 30, 2028. The parties agree to meet by February 1, 2028, to develop an extension to this MOU.

Hiring Practices and Incentives:

For the purposes of filling the vacancies created by taking over the county ESN classes, current Solano County of Education employees shall have the same rights as current VUSD bargaining unit members:

7.7.8 The filling of a vacancy shall proceed as follows:

7.7.8.1 Interested and qualified unit members at the site shall be interviewed first in filling the position.

7.7.8.2 If a site unit member, after the interview process, is not selected for the position, qualified district applicants, not at the site, will be interviewed. If no qualified district applicants are selected for the position, then unit members on the voluntary transfer list shall be considered for the position.

7.7.8.3 If no District applicant is selected to fill the vacancy, qualified candidates from the thirty nine (39) month layoff list (if it exists) will be used, in the proper order, based upon their seniority ranking number, to fill the vacancy.

7.7.8.4 If the position is not filled by the process listed in Article 7.7.2 through 7.7.8.3, then the position may be advertised outside the District.

Clarity of Programs and Placement of Students:

VUSD and VTA shall convene workgroups to determine the nature of each program including, but not limited to, typical student needs, supports and services, recommended class sizes, and recommended adult to student ratios (Preschool/TK/K, Grades 1-12 co-teach, RSP, SDC, FA, TAP, PERL, ESN, and Adult Transition Program). SDC and regionalized programs shall be the priority when convening the workgroups. Each workgroup shall have at least three (3) district administrators of VUSD choosing, and at least three (3) VTA unit members, appointed by the VTA President. The workgroups shall have a goal of completing this work by June 1, 2027. The workgroups shall work within the parameters of the collective bargaining agreement. Any recommendation of the workgroups that would necessitate a change in the collective bargaining agreement shall be referred back to the bargaining teams. The workgroups shall make no change in the collective bargaining agreement.

Class Sizes and Adult to Student Ratios:

ESN Class Adult to Student Ratios (not including one-to-one paraprofessionals and their students):

Preschool and TK:	1 Adult : 1.5 students
Grades K-6:	1 Adult : 2 students
Grades 7-8:	1 Adult : 2.5 students
Grades 9-12:	1 Adult: 3 students
Adult Transition Program (Severe):	1 Adult : 2.5 students
Adult Transition Program (Transition):	1 Adult : 3.5 students

For combination classes for grade levels that have different Adult to Student ratios, the ratio shall be calculated on a weighted basis. For example, in a TK/K combination class, if there are 3 TK students and 5 K students, then the weighted ratio shall be (⅜)(1.5) + (⅝)(2) = up to 1.8125 Students per 1 Adult.

To maintain continuous student supervision and instructional support, the site administrator shall set the schedule of the duty day. They shall make every effort to stagger the scheduled breaks and preparation times of all adults supporting a classroom, minimizing the amount of adults that are out of the room at any one time. Site administration shall work in collaboration with the teachers and other bargaining unit members to set the schedule.

ESN Class Student Cap:

Preschool:	6 students per session
Grades TK:	6 students
Grades K-6:	8 students
Grades 7-8:	10 students
Grades 9-12:	11 students
Adult Transition Program (Severe):	10 students
Adult Transition Program (Transition):	14 students

For each level, unit members may have up to two (2) more students in a class, with compensation, in accordance with Article 9.7.1 (and any subarticles).

Other Provisions:

For the purposes of contractual provisions, ESN teachers shall be considered SDC teachers in the collective bargaining agreement and any memorandums of understanding between Vacaville Unified and the Vacaville Teachers Association. For example: Articles 4.1.6.3, 9.7.1, and the Elementary Prep MOU.

For the purposes of contractual provisions, ESN teachers in the Adult Transition Program shall be considered secondary SDC teachers in the collective bargaining agreement and any memorandums of understanding between Vacaville Unified and the Vacaville Teachers Association. For example: Articles 4.1.4, and 9.7.1.

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Brenda L. Hensley
VTA President

11/10/2026
date