

MEMORANDUM OF UNDERSTANDING
between the
LODI UNIFIED SCHOOL DISTRICT
and the
LODI EDUCATION ASSOCIATION
Review Board for Excellence in Teaching

The Lodi Unified School District ("District") and the Lodi Education Association ("LEA") are Parties to a collective bargaining agreement ("CBA") which expires on June 30, 2015. The Parties agree to the following Memorandum of Understanding ("MOU").

A. REVIEW BOARD FOR EXCELLENCE IN TEACHING

The Review Board for Excellence in Teaching (RBET) shall be established as soon as possible after ratification of Agreement between the Parties, but no later than December 31, 2017. Given the importance of the RBET, implementation should not be unduly delayed. If the RBET is not established by December 31, 2017, it will be initially implemented with District designation of LEA Members. All recommendations of the RBET shall be submitted jointly to LEA and the District.

1. Composition

The RBET shall consists of sixteen (16) Members:

- a. Eight (8) administrators nominated by the Superintendent and approved by the President of LEA (hereafter "Management Member"). Of these Management Members, four (4) shall have elementary school experience and four (4) shall have secondary school experience.
- b. Eight (8) teachers nominated by LEA and approved by the Superintendent (hereafter "LEA Member"). Of these LEA Members, four (4) shall be in an elementary assignment and four (4) shall be in a secondary assignment at the time of appointment. Further, one (1) elementary Member and one (1) secondary Member shall have special education experience.

2. Qualifications

- a. To be eligible for nomination as a LEA Member, an employee must have:
 - 1) Been in permanent status with the District for at least five (5) years prior to nomination; and
 - 2) Received a Satisfactory Summary Evaluation for the previous two (2) evaluation cycles.
 - 3) Not be a current LEA Officer.
- b. To be eligible for nomination as a Management Member:
 - 1) Been in service with the District for at least five (5) years.
 - 2) Not be a current Cabinet Member.



3. **Term**

- a. Each Member shall serve a three (3) year term.
- b. In the initial appointment cycle, four (4) Management Members and four (4) LEA Members shall be appointed to a two (2) year term to create staggered terms.

4. **Vacancies**

- a. The Composition and Qualification Criteria will be used to fill all vacancies.
- b. A vacancy can occur for any of the following reasons:
 - 1) Term expiration.
 - 2) Failure to maintain Satisfactory Summary Evaluation.
 - 3) Member resignation from RBET before term expires.
 - 4) Member separation of service from the District before term expires.

5. **Subcommittees**

- a. The RBET shall establish two (2) subcommittees:
 - 1) *Elementary* Teacher Career Paths; and
 - 2) *Secondary* Teacher Career Paths.
- b. Each subcommittee shall consist of four (4) of the Management Members and four (4) of the LEA Members. The RBET may seek input from non-member teachers and administrators as necessary to obtain specialized knowledge.

6. **Meetings**

- a. The RBET shall be led by Co-Chairs which shall be annually selected by Committee Members (one LEA Member and one Management Member). Meetings shall be scheduled and agendas prepared by the Co-Chairs in consultation with the Superintendent and LEA President. The Superintendent will assign staff to support the RBET regarding meeting facilitation and clerical tasks.
- b. Meetings require attendance by a minimum of five (5) LEA Members and five (5) Management Members and shall be held during non-instructional time.
- c. The RBET and its subcommittees shall meet as often as they determine is necessary.

- d. LEA Members shall be paid a stipend of Five Thousand Dollars (\$5,000) per school year. In anticipation of the additional work necessary to start the RBET committee, for the 2017/2018 school year only, LEA Members shall receive an additional stipend of Two Thousand Five Hundred Dollars (\$2,500). Stipends shall be prorated for partial years of service.

7. Decision Making

- a. Decisions for the RBET are made by the agreement of at least five (5) LEA Members and at least five (5) Management Members. If a decision cannot be reached, the item is referred to the Superintendent for final determination/recommendation.
- b. Decisions for RBET Subcommittees are made by the agreement of at least three (3) LEA Members and at least three (3) Management Members. If a decision cannot be reached, the item is referred to the RBET for decisions under its rules (8.a).

B. INDIVIDUALIZED PROFESSIONAL DEVELOPMENT

1. The RBET, in consultation with the Curriculum Department, will develop and recommend an Individualized Professional Development (IPD) system that is based on meeting the needs of the school sites, meeting individual teacher needs and interests, and allows for options in delivery approaches. Developed IPD shall not diminish student instructional time.
2. The District will make resources available to create a digital badge system to track completed IPD for employees. In addition to meeting basic professional development needs, the system will be used as part of the certification standards set by the RBET as they relate to Teacher Career Paths.

C. TEACHER EVALUATIONS

1. The RBET will develop and recommend a research-based Teacher Evaluation system that enables teachers to improve their practice. At a minimum, this shall include:
 - a. Formative evaluations; and
 - b. Rubrics for evaluation; and
 - c. Calibration for evaluators.
2. Management and LEA Negotiation teams will refine mutual interests in an evaluation process which may include assistance to teachers.

D. TEACHER CAREER PATHS

1. Purpose

This model is designed to provide resources by four Areas (services in the District are allocated throughout four Areas).



2. Recommendation of Appointment to Positions

- a. The RBET Elementary and Secondary Subcommittees are responsible for the recommendation of appointments of Master Teachers, Model Teachers and Teacher Specialists for their division. This responsibility shall include, but not be limited to:
 - 1) Creation of qualification criteria;
 - 2) Review of applications;
 - 3) Interview of applicants;
 - 4) Review of performance in relation to the tasks associated to the applicant's designation;
 - 5) Continued services.
- b. It will take time for the RBET to set standards and to recommend qualified candidates for all positions. Therefore, recommended appointments to Teacher Career Path positions will commence with Teacher Specialists followed by Master Teachers and finally by Model Teachers.

3. Teacher Specialists

- a. The RBET will recommend appointment criteria for Teacher Specialists in accordance with Section F. below.
- b. Teacher Specialists are highly qualified, highly trained teachers in specified areas who work to develop and deliver professional development to teachers within their Area.
- c. Teacher Specialists shall receive a stipend equal to five percent (5%) of Cell D10 on the Salary Schedule which includes three (3) additional work days per school year. These work days are to be used for planning and implementation of duties at school sites.
- d. Specialties (which are not limited to one per Area per Specialty) recommended by the RBET may include, but not be limited to:
 - 1) Students in Poverty
 - 2) EL
 - 3) Parent Engagement
 - 4) Technology
 - 5) Curriculum Content:
 - a. Special Education
 - b. Physical Education
 - c. VAPA
 - d. Science
 - e. English
 - f. ELA
 - g. Math
 - h. Social Studies
 - 6) Student Engagement

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7) Differentiated Instruction

4. **Model Teachers**

- a. Model Teachers are highly qualified, highly trained teachers who work with site administrators and Master Teachers to provide support for teachers on improvement plans and advise/train new teachers within their Area.
- b. The RBET will recommend the appointment criteria for Model Teachers in accordance with Section F. below.
- c. Model Teachers shall receive a stipend equal to seven percent (7%) of Cell D10 on the Salary Schedule which includes four (4) additional work days per school year. These work days are to be used for planning and implementation with school sites.
- d. The Board of Education envisions a Model Teacher stationed at most school sites.

5. **Master Teachers**

- a. Master Teachers are highly qualified, highly trained teachers who work with site administrators to develop and train other teachers within their Area.
- b. The RBET will recommend the appointment criteria for Master Teachers in accordance with Section F. below.
- c. Master Teachers shall receive a stipend equal to ten percent (10%) of Cell D10 on the Salary Schedule which includes six (6) additional work days per school year. These work days are to be used for planning and implementation with school sites.
- d. The Board of Education envisions a Master Teacher stationed at every site with twenty (20) or more teachers (currently this is approximately twenty-one (21) school sites).

E. GENERAL

- 1. The Term of this MOU shall be July 1, 2017 through June 30, 2021.
 - a. Unless either Party notifies the other in writing on or before the December 31st immediately preceding the expiration date of this MOU, the MOU shall automatically renew for an additional two (2) school years.
 - b. The Parties may mutually agree to withdraw from this MOU at any time.
- 2. This MOU shall not:
 - a. Supersede the transfer language of the collective bargaining agreement in effect during this MOU
 - b. Constitute a waiver or limitation of either the District's managerial rights or LEA's right to bargain.

F. RBET CRITICAL DATES

Recommendations by the RBET shall be made on the following timelines:

1. February 28, 2018: Individualized Professional Development System.
2. June 30, 2018
 - a. Evaluation System
 - b. Teacher Career Paths Program
3. January 31, 2019
 - a. Master Teacher Criteria
 - b. Model Teacher Criteria
 - c. Specialist Teacher Criteria
4. July 1, 2019: Begin Implementation of Teacher Career Paths

