

**MEMORANDUM OF UNDERSTANDING BETWEEN
ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION
AND THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

AUGUST 8, 2017

The Rocklin Teachers Professional Association (RTPA) and the Rocklin Unified School District (District) hereby agree to the following Teacher on Special Assignment language for 2017-2018 and 2018-2019 school years. Upon approval by the District and RTPA leadership, the two-year term will be implemented with an effective date of July 1, 2017.

1. A Teacher on Special Assignment (herein referred to as a "TOSA") is a teacher who performs teaching related duties outside the classroom in a position other than a classroom teaching assignment. Duties shall include but may not be limited to supporting other teachers in the implementation of new curriculum and teaching methodologies, demonstration lessons, data review, assessment development, use of technology and other classroom support. TOSA's shall not be counted in the normal student to teacher ratios that govern class size averages, caseloads and/or caps.
2. In no case shall the TOSA's duties include evaluation, supervision, or direction of another bargaining unit member.
3. TOSAs will meet the "Site Duties" and extra duty assignments requirement (as per Article VII, Section 2(f)) with attendance at requested Board meetings, Board workshops, etc.
4. TOSAs shall work the same contractual year and day as a regular teacher and be paid the same as a regular teacher according to the District's salary schedule. TOSAs may be required to work up to fifteen (15) extra days (beyond the regular teacher work year) and shall be compensated for those days using flex time and/or in combination with the TOSA's per diem rate of pay, at the mutual agreement between each TOSA and the District.
5. TOSA positions shall be posted for all employees at all sites in order that all qualified bargaining unit members may apply. Unit members must be of permanent status with at least five (5) years of classroom experience to apply.
6. The term of a TOSA will be a maximum of five (5) years pending positive evaluations. This term may be extended on an individual basis by mutual agreement between the District and the Association.
7. Upon completion of his/her term as a TOSA, the bargaining unit member shall have the option to return to his/her prior classroom position, providing his/her prior classroom position is occupied by a temporary teacher or is otherwise vacant. If the teacher's last classroom position is not occupied by a temporary teacher or is not otherwise vacant, the teacher shall be allowed to choose from a list of available openings according to credential and District-wide seniority.
8. The evaluation process and forms will be used. (Appendix A)

9. A TOSA shall have the following rights:

- To notify the District and the Association that he/she wishes to return to the classroom or his/her previous position at the beginning of the coming school year. This request shall be by February 1 of the school year prior to the year of return.
- If the District can no longer fund a TOSA position or otherwise wishes that a TOSA be reassigned to his/her regular teaching position, the District shall notify the TOSA by March 15 of the current school year for reassignment at the beginning of the following school year. This return shall be governed by the provisions of Paragraph 4 above.

10. TOSAs will be given access to their office/work location. The District will provide keys and codes so that they may be able to conduct their TOSA business.

This Memorandum of Agreement (MOU) will remain in effect until June 30, 2019.



Colleen Crowe, RTPA President



Date



Colleen Slattery, Assistant Superintendent



Date