

**Memorandum of Understanding
Between
Rocklin Unified School District
And
Rocklin Teachers Professional Association**

October 26, 2018

This memorandum of understanding (MOU) is entered to by the parties on this the 26th day of October, 2018. This MOU shall be in effect for the 2018-2019 school year. Upon approval by the District and RTPA, this MOU shall modify Article XVIII and the Rocklin Unified School District Extra Assignment Pay Schedule for the duration of the MOU. At the conclusion of the 2018-2019 school year, both the District and RTPA will reconvene to negotiate implementation of the MOU. If both parties agree, the contents and the corresponding language will permanently modify the parties' collectively bargained agreement which shall include but not limited to Article XVIII and the Rocklin Unified School District Extra Assignment Pay schedule and, if appropriate, the new Special Education Article.

Case management and special education teacher mentorship program

1. RUSD and RTPA agree to establish a program to provide case management support and special education teacher mentorship. This program is available to special education teachers, upon request to the district. A request shall be made in writing to the Deputy Superintendent of Educational Services with a copy to the RTPA President.
 - a. A contract shall be created for both the Special Education Teacher mentor and Special Education Case Management Support assignments. The contract shall state services provided, the estimated number of hours required, and an anticipated end date. The contract shall be signed by the Mentor/Supporter, the school Principal, and the Department of Educational Services.
 - b. At the beginning of each school year, the Department of Educational Services shall solicit, via email, all Special Education teachers to determine a pool of teachers who may be interested in serving as either Special Education Teacher mentors and/or those interested in Special Education Case Management Support per the Extra Assignment Pay Schedule. Mentors and/or Supporters shall be selected on the following criteria:
 1. Current work site
 2. Credential
 3. Seniority
 - c. Unit members conducting work as a Case Manager outside of their full-time position shall be compensated for hours worked on preparing, participating and training for IEP's for an intern, temporary, or long-term substitute teachers shall be paid at their daily/hourly per diem rate. Unit members serving as Case Managers shall prepare and conduct IEP's in place of assigned individuals who do not possess adequate credentials and shall be compensated for hours worked paid at their daily/hourly per diem rate.
 1. Case management support involves an experienced teacher providing direct support to students and Special Education teachers in the overall management of their caseload. Examples of duties are, but not limited to: SEIS inputting, Performing Assessments, Collaboration with General Education Teachers, Development of Curriculum, and IEP Facilitation. This work shall not include evaluative responsibilities and all interactions shall be confidential. No evaluation shall include or reference the teacher's work with the case manager.

- d. Unit members providing mentorship support to a special education teacher in conducting IEP's and caseload work shall be compensated for hours worked and paid at their daily/hourly per diem rate. The unit member is expected to review IEP's and to meet and discuss caseload work of the new special education specialist.
1. Mentorship involves the pairing of a beginning teacher with a more experienced colleague. The "mentor" provides advice and feedback to teachers on items such as classroom management, lesson preparation and assessment practices. The overall goal is to provide teachers with support and resources as part of our school community. This work shall not include evaluative responsibilities and all interactions shall be confidential. No evaluation shall include or reference the teacher's work with the mentor.

Wages

6. Extra Compensation Pay Schedule

Current Language...

- e. A contract will be created for both the Special Education Teacher mentor and Special Education Case Management Support assignments. The contract with state services provided, the estimated number of hours required, and an anticipated end date. The contract will be signed by the Mentor/Supporter, the school Principal, and the Department of Educational Services.
- f. At the beginning of each school year, The Department of Educational Services will solicit, via email, all Special Education teachers to determine a pool of teachers who may be interested in serving as either Special Education Teacher mentors and/or those interested in Special Education Case Management Support per the Extra Assignment Pay Schedule. Mentors and/or Supporters will be selected on the following criteria:
 1. Current work site
 2. Credential
 3. Seniority

Rocklin Unified School District Extra Assignment Pay Schedule

Teaching Assignments Hourly Rate

h) Special Education Teacher Mentorship*

\$Daily/Hourly Per Diem**

*Mentorship involves the pairing of a beginning teacher with a more experienced colleague. The "mentor" provides advice and feedback to teachers on items such as classroom management, lesson preparation and assessment practices. The overall goal is to provide teachers with support and resources as part of our school community.

** A contract will be created and signed by the Mentor, the School Principal, and the Department of Educational Services. On the contract it will state services provided, the estimated number of hours required, and an anticipated end date of mentorship.

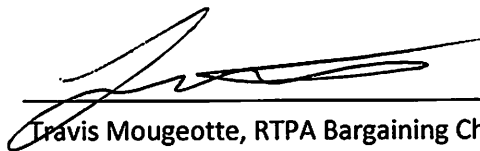
i) Special Education Case Management Support*

\$Daily/Hourly Per Diem**

*Case management support involves an experienced teacher providing direct support to students and Special Education teachers in the overall management of their caseload. Examples of duties are, but not limited to: SEIS inputting, Performing Assessments, Collaboration with General Education Teachers, Development of Curriculum, and IEP Facilitation.

** A contract will be created and signed by the Supporting teacher, the School Principal, and the Department of Educational Services. On the contract it will state services provided, the estimated number of hours required, and an anticipated end date of the services.

This MOU resolves the issues of the October 7, 2018 Cease and Desist by RTPA regarding support to interns and educational specialists teaching on emergency credentials and shall not establish precedent or be considered past practice in other circumstances.


Travis Mougeotte, RTPA Bargaining Chair

10/26/18
Date


Tony Limoges, Associate Superintendent

10/26/18
Date

**Rocklin Unified School District
Extra Assignment Pay Schedule**

DRAFT

1. <u>Substitute Daily Pay</u>			
Substitute Level I - 1/2 Day	(1-20 days*)	\$57.50	
Substitute Level I	(1-20 days*)	\$115.00	Daily
Dedicated Subs Level II - 1/2 Day		\$62.50	
Dedicated Subs Level II	(1-20 days*)	\$125.00	Daily
Substitute Level I / Level II (21 or more days*)		\$188.00	Daily
* Consecutive days in the same assignment constitutes a long term substitute			
2. <u>Substitute Psychologists</u>			
Substitute Psychologists		\$272.00	Daily
3. <u>Bilingual Translator/Interpreter</u>			
a) Certificated Employee		\$34.50	\$35.17 Hourly
b) Non-Certificated Employee		\$29.45	\$30.02 Hourly
4. <u>Teaching Assignments Hourly Rate:</u>			
a) Summer School Teacher		\$34.50	\$35.17 Hourly
b) Intervention Teacher		\$34.50	\$35.17 Hourly
c) Home/Hospital and Home School		\$34.50	\$35.17 Hourly
d) Grant Writing		\$34.50	\$35.17 Hourly
e) Teacher Prep Coverage		\$34.50	\$35.17 Hourly
f) Curriculum and Staff Development*		\$34.50	\$35.17 Hourly
g) Inservice Training*		\$34.50	\$35.17 Hourly
* Hourly rate unless parties mutually agreed upon a stipend (12 months at 88 total days)			
h) Special Education Teacher Mentorship*			\$35.17 Hourly
<i>*Mentorship involves the pairing of a beginning teacher with a more experienced colleague. The "mentor" provides advice and feedback to teachers on items such as classroom management, lesson preparation and assessment practices. The overall goal is to provide teachers with support and resources as part of our school community.</i>			
<i>** A contract will be created and signed by the Mentor, the School Principal, and the Department of Educational Services. On the contract it will state services provided, the estimated number of hours required, and an anticipated end date of mentorship.</i>			
i) Special Education Case Management Support*			\$35.17 Hourly
<i>*Case management support involves an experienced teacher providing direct support to students and Special Education teachers in the overall management of their caseload. Examples of duties are, but not limited to: SEIS inputting, Performing Assessments, Collaboration with General Education Teachers, Development of Curriculum, and IEP Facilitation.</i>			
<i>** A contract will be created and signed by the Supporting teacher, the School Principal, and the Department of Educational Services. On the contract it will state services provided, the estimated number of hours required, and an anticipated end date of the services.</i>			
5. <u>RICA Independent Study / Teacher Hourly Rate</u>		\$36.22	\$36.93 Hourly
6. <u>Teacher Induction Program/Consulting Teacher Stipends:</u>			
<i>(The second month of each school year, the stipend will be divided into nine equal monthly payments to be disbursed monthly)</i>			
1. - One Teacher Induction Program/Participating Teacher		\$1,800.00	Per Year
2. - Two Teacher Induction Program/Participating Teachers		\$3,600.00	Per Year
3. - Three Teacher Induction Program/Participating Teachers		\$5,400.00	Per Year
4. - Four Teacher Induction Program/Participating Teachers		\$7,200.00	Per Year
7. <u>Summer School Administration:</u>			
Summer School High School Principal Stipend		\$8,113.00	\$8,271.00 Per Session
Summer School Elementary School Principal Stipend		\$6,636.00	\$6,765.00 Per Session
Summer School Administrator Stipend		\$5,311.00	\$5,415.00 Per Session

Revised: March 20, 2014 reflects a 4% increase effective April 28, 2014

Revised: April 23, 2014

Revised: May 20, 2015 reflects 5% increase on 4A only retro to 7-1-14

Revised: October 21, 2015: Increase in Substitute pay

Revised: January 18, 2017 reflects language revisions and 2% increase on hourly rates and Summer School Stipends effective January 26, 2017

Revised: November 7, 2018 reflects 1.95% increase on #s 3, 4 & 5 hourly rates and Summer School Stipends effective September 26, 2018; addition of Special Education Teacher Mentorship & Case Management Support hourly assignments effective October 26, 2018.

Rocklin Unified School District

Agreement – Special Education Teacher Mentorship

This agreement is entered into between Rocklin Unified School District Educational Services and **MENTOR TEACHER NAME**.

Definition and Services Provided

Mentorship involves the pairing of a beginning teacher with a more experienced colleague. The “mentor” provides advice to beginning teachers on items such as classroom management, lesson preparation and assessment practices. The overall goal is to provide the beginning teacher with reassurance and help them become an effective member of the school community.

Estimated Hours Required

The estimated number of hours for the **YEAR-YEAR** School year are not to exceed _____.

Mentor Teacher Assignment Pay Schedule: \$Daily/Hourly Per diem**

This contract may be terminated at any time by the District, the RTPA Mentor, or the RTPA Mentee.

Under mutual agreement between the Mentor Teacher, Principal, and Deputy Superintendent of Educational Services:

We agree to the Special Education Teacher Mentorship for **YEAR-YEAR** school year.

Mentor Teacher Name (Print)

Mentor Teacher Signature

Date

Mentee Teacher Name (Print)

Mentee Teacher Signature

Date

Principal Name (Print)

Principal Signature

Date

Deputy Superintendent, Education Services (Print)

Deputy Superintendent, Education Services Signature

Date

Rocklin Unified School District

Agreement – Special Education Case Management Support

This agreement is entered into between Rocklin Unified School District Educational Services and **SUPPORTING TEACHER NAME**.

Description and Services Provided

Case management support involves an experienced teacher providing direct support to students and Special Education teachers in the overall management of their caseload.

Examples of duties are, but not limited to: SEIS inputting, performing assessments, collaboration with general education teachers, development of curriculum, and IEP facilitation.

Estimated Hours Required

The estimated number of hours for the **YEAR-YEAR** School year are not to exceed _____.

Supporting Teacher Assignment Pay Schedule: \$Daily/Hourly Per diem**

This contract may be terminated at any time by the District and/or the RTPA unit member providing the Special Education Case Management Support.

Under mutual agreement between the Supporting Teacher, Principal, and Deputy Superintendent of Educational Services:

We agree to the Special Education Case Load Management Support for **YEAR-YEAR** school year.

Supporting Teacher Name (Print)

Supporting Teacher Signature

Date

Principal Name (Print)

Principal Signature

Date

Deputy Superintendent, Education Services (Print)

Deputy Superintendent, Education Services Signature

Date