



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

12/6/23

Subject: Prep Time as it relates to the implementation of Elementary Music in grades, 4, 5, 6 and in SDC classes.

With the receipt of Prop 28 funds, a District-wide committee titled, “Reimagining Elementary Music,” was established. The interest of the committee was to strengthen the elementary music program as a means of strengthening secondary/districtwide music programs. The goal of the proposal was to address the following items:

- Elementary music programs.
- Strengthen middle school programs and provide pathways for continuing/growing musical talent.
- Augment/support High School music programs.
- Provide materials, supplies, stipends, and Professional Development for teachers of the arts.
 - Materials/Supplies
 - At the site level, each TK classroom shall be provided \$200 through the site allocation for TK VAPA supplies. The remaining allocation will be distributed at the site as follows:
 - 80% of Prop 28 site allocation funds will be set aside for VAPA teacher supplies
 - 20% of Prop 28 site allocation funds will be set aside for site needs relating to VAPA interests. The intent of this allocation is to provide additional VAPA related programming/materials to K-3 classrooms as indicated in the interests and options document created by the Reimagining Music Committee.
 - Reimagining Music Committee Agenda; Committee members
 - Should any teacher elect to carry over VAPA funds from one year to the next, they shall submit a plan to their administrator by the end of May. No carryover plan shall exceed Prop 28 requirements .
 - High School Stipends: **TBD**
 - Professional Development
 - As a result of the committee work, all students in grades 4, 5, 6 will receive mandatory music instruction. Special Day Class (SDC, STP, ILS) students will also receive a VAPA program every other week. An impact in the development of this program was the creation of additional prep time for teachers in those grades. The additional prep time is as follows:
 - SDC teachers: 90 minutes every other week
 - 4th grade teachers: 60 minutes every other week.
 - 5th and 6th grade teachers: 80 minutes every week.

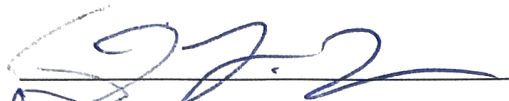
1. Teachers in grade 4 will utilize additional prep time as follows:
 - a. 4th grade teachers shall receive 100% of their remaining preparation time as defined in Article VIII, 1 (a) of the collective bargaining agreement.
 - i. Since the additional preparation time is above and beyond the contractual agreement, if an Intermediate teacher loses his/her/their additional prep time, said teacher will work with their site principal to determine how/if this time can be made up.
 - ii. If a Music related absence leads to a Primary teacher losing his/her/their support, a good faith effort shall be made for said Primary teacher to receive equivalent support in the form of an available and willing Intermediate teacher or a substitute within two weeks.
 1. Intermediate teachers on Music-related personal prep will not be pulled from personal prep to cover a site based sub shortage.
2. Teachers in grades 5 and 6 will utilize at least 50% of their additional preparation time as defined in

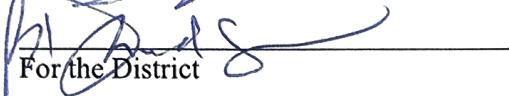
Article VIII, 1 (a) of the collective bargaining agreement.

- a. If a Music related absence leads to an Intermediate teacher losing his/her/their personal prep time, said teacher will receive their personal prep time in place of allocating remaining time towards site-based priorities. Lost personal prep time will be made up within one week of the lost personal prep time.
 - b. If a Music-related absence leads to a Primary teacher losing his/her/their support, a good faith effort shall be made for said Primary teacher to receive equivalent support in the form of an available and willing Intermediate teacher or a substitute within two weeks.
 - c. Intermediate teachers on Music-related personal prep will not be pulled from personal prep to cover a site-based sub shortage.
3. Teachers in grades 5 and 6 will allocate no more than 50% of this additional prep time towards site-based priorities. The allocation of time shall be flexible and utilized based upon the needs of the site and staff members. In allocating the time, a collaborative conversation between the RTPA member and site administration is required. Site administration will extend professional courtesy when directing teachers to work on site-based priorities. This professional courtesy will include providing advanced notice to the teacher and creating equity among the 5th and 6th grade teachers who are called upon to work on site-based priorities. It is the interest of both parties to attempt to provide some form of equity with K, 1, 2, 3 teachers.
- a. The allocation of time shall be flexible and utilized based upon the needs of the site and staff members. In allocating the time, a collaborative conversation between the RTPA member and site administration is required. Site administration will extend professional courtesy when directing teachers to work on site-based priorities. This professional courtesy will include providing advanced notice to the teacher and creating equity among the 5th and 6th grade teachers who are called upon to work on site-based priorities.
 - b. If the decision is made for an Intermediate teacher (5, 6) to provide Primary students/teachers (TK, K, 1, 2, 3) with support, the Primary teacher will be involved in the discussion to determine optimal means to structure the support.
4. K-3 teachers may choose to fill out a timesheet for 6 hours of hourly pay to support ~~additional~~ work to be completed and/or to make up for the additional preparation time provided to 4-6 grade teachers. The preparation time provided to K-3 teachers shall be preparation time as defined in Article VIII, (A) of the collective bargaining agreement and not directed preparation time. All timesheets must be submitted to Business Services by June 26, 2024.
5. Teachers of 4/5 combination classes shall receive prep time as follows:
- a. 4th grade combo students will attend music instruction during 4th grade music time.
 - b. 5th grade combo students will attend music instruction during 4th grade music time as well as during 5th grade music time.
 - i. Combo teachers will receive the additional preparation time every other week for 60 minutes.
 - c. Teachers of 4/5 combination classes shall utilize 100% of their additional preparation time as defined in Article VIII, 1 (a) of the collective bargaining agreement.
6. SDC shall receive 100% of their 90 minutes of additional preparation time every other week through SDC VAPA, as defined in Article VIII, 1 (a) of the collective bargaining agreement.
7. There is a joint interest between RTPA and RUSD to modify the 4-6 music program for the 24-25 school year to include K-3 teachers and students as recipients of additional music education. This work shall be done through a committee which shall commence no later than January 31, 2024.
8. This MOU is in effect for the 2023-2024 school year and will be revisited as necessary. Both parties may agree to amend and/or modify the MOU.

9. Violations of this MOU shall be subject to the grievance Article VI of the Collective Bargaining Agreement between the parties.

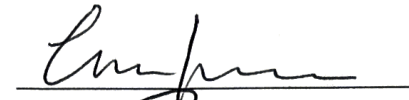
10. This agreement shall not establish binding past practice or precedent.

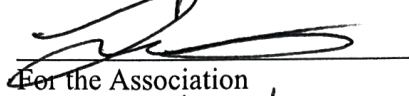


For the District


12/15/23

Date



For the Association


12/15/23

Date