

**Memorandum of Understanding
Between
Fairfield-Suisun Teachers Association
And
Fairfield-Suisun Unified School District
August 13, 2021**

Co-Teaching


The Memorandum of Understanding (MOU) between the parties outlines an agreement to address our mutual interest in ensuring co-teaching at secondary sites is effective. The parties agree that during the 2021-22 school year the following procedures and supports will be implemented.

1. Site administrators will poll staff members prior to May 1, to determine member interest in the Co-Teach model for the upcoming year. Every effort will be made to honor the requests of members when requesting Co-Teach assignments. If a unit member applies for a co teaching team, they shall be given the open position If the district cannot honor the teachers' request FSUSD will address this with F-SUTA through the bargaining process.
2. Co-Teach training will be offered as buy-back throughout the 2021- 2022 school year for interested candidates.
3. For any open Co-Teach positions, the site administrator will make reasonable efforts to pair general education and special education teachers with a common preparation period.
 - a. In the event that a co-teaching team finds that they need additional planning time, the co-teaching team may request additional time through the site administrator who will work with the special education department to provide support.
4. One member of the Co-Teach Team shall be a permanent unit member from FSUSD or transferred from another district with previous permanent status. If the district cannot meet this requirement FSUSD will address this with F-SUTA through the bargaining process.
5. The subject matter teacher will be the teacher of record, responsible for attendance and grading.
6. The Special Education teacher will serve and teach students in the subject matter based on their IEP goals.
7. Special Education teachers will be given access to AERIES but will not be responsible for grading or attendance of students in a given period that students are under the subject matter teacher's attendance roster.
8. An in-service day will be made available for co-teachers prior to the beginning of the school year. The day will consist of:
 - a. 3.5-hours professional development which will qualify for "buy-back credit" and
 - b. 3.5-hours common planning for co-teaching teams which will be compensated at the curriculum rate.


9. All co-teacher partnerships will be allowed up to 5 hours of time beyond the workday, paid at the curriculum rate, per semester for the purpose of having common planning with their co-teaching partner.
10. In the event that a co-teaching partnership is not scheduled with a common preparation period, they shall be allocated an additional 5 hours per semester beyond the workday, paid at the curriculum rate.
11. In May of each year, a meeting will be held with all Co-Teaching partners after school with the site administrator to discuss any possible improvements to the program. This will be paid at the curriculum rate.
12. For the 2021-2022-school year, formal observations, for the purpose of evaluation, shall occur only in Co-Teach sections where the evaluatee agrees in writing to the observation.

This agreement shall not be considered precedential and shall not be viewed as status quo working conditions. This MOU will remain in effect until June 30, 2022 unless extended by mutual agreement of both parties.

Signed this day August 13, 2021


Stephanie Cobb
Bargaining Chair
Fairfield-Suisun Unified Teachers Association

Date: 09-08-21


Kenneth Whittemore
Assistant Superintendent-Human Resources
Fairfield-Suisun Unified School District

Date: 9-7-21