

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

This memorandum of understanding is entered into by the parties on this the 30th day of May 2019. The parties agree to meet annually to review and/or negotiate the terms of this MOU. This MOU shall remain in effect until the parties renegotiate the terms of the MOU.

1. Professional Development Activities

- a. The primary intent of professional development is to improve teaching and student learning. The District and RTPA believe it is essential for teachers and other school staff to have input about the content and processes used in the professional development in which they engage.
- b. Professional Development activities shall be determined by, developed, and implemented through a joint RUSD/RTPA Professional Development Committee (PDC).
 - i. The PDC shall consist of representatives from elementary and secondary levels, including Instructional Coaches, Special Education and CTE teachers, administrative representatives, and will meet with the Educational Services Department annually each spring to provide input into District-wide professional development.
 - ii. To determine and communicate the professional development focus of each year in a rolling three-year plan, the PDC ~~will~~ shall conduct a needs assessment from RTPA bargaining unit members: It will The PDC shall review State mandates, Strategic Plan initiatives, student achievement data and RTPA bargaining unit member teacher input from survey results, prior to summarizing and sharing the survey results with all stakeholders. ~~information from RUSD teachers and staff.~~
 - iii. The needs assessment ~~will~~ shall provide a basis for the focus of 1.5 of the 3 RUSD District-wide professional development days. The remaining 1.5 days of Professional Development at sites ~~will~~ shall be a collaborative effort by staff and site administrator(s) with the intent of collaboratively addressing local site needs and/or the RUSD Professional Learning Plan.
 - iv. The PDC ~~will~~ shall be provided a summary of the feedback data as it relates to the implementation of RUSD District-wide professional development days.
- c. The PDC shall consist of no less than 24 members. A unit member may be requested to serve on the PDC each year. Participation on the PDC shall be purely voluntary. The District shall name half of the members of the PDC and RTPA ~~will~~ shall name the other half of the members annually each spring semester. There ~~will~~ shall be a conscious effort to maintain a balance of both elementary and secondary members on the PDC.

- d. The PDC shall approve major topics for District Teacher Release days to be scheduled throughout the year that address the implementation of District goals, including but not limited to core subject areas and other trainings per the RTPA bargaining unit members' needs assessment generated each year. The PDC will not approve any specific site trainings, however all site trainings shall meet the goals of the Professional Development Plan. Professional development opportunities that arise throughout the year after the initial planning must fall under the goal areas identified by the PDC.
- e. Any costs relating to participation in District or Site Professional Development programs shall be borne by the District and/or site.
- f. Should a unit member identify training programs that might be beneficial to members that are developed and sponsored by the California Teachers Association (CTA), the member shall request the training and reasons for the training to the PDC. If the training meets the goals of the Professional Development Plan, ~~and can be reasonably accommodated and funded,~~ the training shall be considered. CTA Training expenses shall be borne by the District: release time for trainers who are unit members; printing and duplication; related travel and meal expenses; training facilities; equipment.
- g. The PDC shall have no negotiating authority; however, it shall make recommendations to the parties' respective bargaining teams.

2. Participation on Committees

- a. RTPA bargaining unit members' Teacher participation on the PDC ~~will~~ shall consist of no more than 3 half days and 1 other meeting annually. The PDC may elect to meet on an additional PLC Monday after the school day for an hour as needed. The PDC ~~will~~ shall meet in December to assess the progress of professional learning in the District, address any issues, and be apprised of updates to the Professional Development Calendar. The PDC ~~will~~ shall also meet in March and May to perform and evaluate the needs assessment.
- b. Release time during the regular workday shall be provided at no loss of pay or benefits. When PDC meetings are held outside the regular workday, unit members serving on the PDC shall be paid their pro-rata hourly rate of pay.–

3. Professional Growth/Development

- a. In order for professional growth/development to be successful, RTPA bargaining unit members ~~teachers~~ shall be involved in determining what content ~~will~~ shall be delivered through the aforementioned needs assessment or through a site needs assessment. RTPA bargaining unit members' Teacher input shall be considered when determining the location of trainings, the trainers utilized, and what incentives, resources and/or supports are dedicated to the professional development.
- b. Educators have different needs and different learning styles as well as teaching styles, and will benefit differently from, and utilize differently, any given professional

5/20/19: Counter Proposed Changes by RTPA 5/30/19

development offering. Therefore, professional growth/development should address research-based principles of adult learning including, but not limited to: a focus on subject relevance, choice whenever possible, the ability to develop an understanding of the content during trainings, the ability to apply skills whenever possible, and the ability to engage with other professionals.

- c. Evaluation of any specific professional growth/development program shall focus on determining the following:
- The relevance of the strategies and/or content presented
 - Measuring the participant's degree of knowledge and/or skills before and after the training
 - The amount of engagement afforded in the presentation
 - The participant's ability to have choice within components of the training
 - The ability of the participant to apply the skills and/or knowledge during the training
 - The degree to which the content of the professional development will impact instructional practice


d. If an element of professional development requires ongoing supports RTPA bargaining unit members may request support from instructional coaches.

4. Monday Articulation/Collaboration/PLC days

- a. Consistent with improving teaching and learning, articulation PLC/Collaboration agendas should be balanced to include both site professional development goals and grade level/department goals. While the analysis of data does not have to be present in every PLC, it should be frequently used as a driving force for planning and collaboration. RUSD site administrators and RTPA bargaining unit members Teachers shall adhere ~~are accountable for adhering~~ to Articulation/Collaboration/PLC Monday Agendas. RTPA bargaining unit members, who teach in multiple departments or across different subject areas, shall work with their site administration to determine which PLC meets their professional learning goals.
- b. If learning opportunities have the potential to go beyond the allocated PLC days administrators may "give back" the time by trading this for staff meeting time in lieu of pay.
- c. The intent of these meetings is to create a productive and professional environment in which all participants members feel comfortable voicing concerns, opinions, dissent, etc. within the parameters of professional decorum. RTPA bargaining unit members ~~following these parameters~~ shall not be subject to retaliation as a result of participation in any District meeting.
- d. RUSDLeans, professional development that is either district and/or site directed, shall occur on no more than seven (7) pre-determined Mondays out of the school year. The

remaining Mondays are designated as PLC days. RUSDLearns time shall be devoted to meeting goals established by the PDC and/or site leadership teams and should address goals developed in the RUSD Professional Learning Plan established by the PDC. A site calendar and site professional development plan for RUSDLearns days shall be created, collaboratively, by the site leadership team and/or other site-based committee and communicated to the entire staff at each school. All site professional development plans shall be accessible and shared ~~the district~~ throughout RUSD. -

5. This memorandum of understanding is designed to assist the parties to move forward in a collaborative approach to implementing high-quality professional development for all RTPA bargaining unit members ~~educators~~.
6. This memorandum of understanding is subject to the parties' grievance process.
7. Nothing in this MOU is intended to supplant or limit RTPA's rights under the Educational Employment Relations Act (EERA).
8. Nothing in this MOU is intended to supplant the District's Rights of Article IV or to otherwise limit the District's management prerogatives beyond what is in this MOU.

 5/30/19

 5/30/19

District

Association