

MEMORANDUM OF UNDERSTANDING
Between the
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
And the
THE FOLSOM CORDOVA EDUCATION ASSOCIATION

SPECIAL EDUCATION RELEASE DAYS

5-27-2021

This Memorandum of Understanding shall be in effect for the 2021/2022 School Year. Teachers in a Preschool-12 assignment based upon an Education Specialist (Mild/Mod and Mod/Severe) credential (Impacted Teachers) have expressed an interest in "time" allocated for the purpose of IEP writing, the completion of other duties specifically related to the special education job description (except for conducting IEPs), and transition meetings.

In an attempt to meet this interest, the Parties agree that:

1. Each Impacted Teacher will be provided with up to four (4) release days in the 2021/2022 school year. This is the equivalent of 1 day per quarter or 1.33 day per trimester.
2. Transition meetings are defined as meetings to facilitate the transition of students between segments (specifically Preschool to Kindergarten, Elementary School to Middle School, or Middle School to High School), and can also include exit IEP meetings.
3. A part-time teacher shall have his/her allocation of release days prorated based upon his/her FTE.
4. Release days shall be scheduled on dates which are mutually agreed upon between the teacher and the administrator.
 - a. Release days may be utilized in either full or half-day increments.
 - b. The teacher and administrator shall collaboratively identify an adequate workspace (District or remote) with a computer as needed to work uninterrupted.
 - c. Subs must be secured and in place in order for a release to occur.
 - d. If a sub was secured prior to the release day, the sub will not be assigned to another classroom unless the site administration deems it reasonably necessary
5. All District policies governing "release days" shall apply to this MOU. -

Donald Oyden
FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT

Debra Krikourian
FOR THE FOLSOM CORDOVA
EDUCATION ASSOCIATION

5/27/21
Date

5/27/21
Date

FCUSD Board Approved: 06/03/2021

SIDE LETTER
Between the
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
And the
THE FOLSOM CORDOVA EDUCATION ASSOCIATION

TO SPECIAL EDUCATION RELEASE DAYS DATED 5/27/2021

With the preapproval of site supervisor, teachers in a Preschool-12 assignment based upon an Education Specialist (Mild/Mod and Mod/Severe) credential (Impacted Teachers) may work a non-contracted day for the purpose of IEP writing, the completion of other duties specifically related to the special education job description in lieu of the release day. This will be limited to four (4) days in totality. These days may be used in conjunction with release days used in the 2021/2022 school so long as the total amount of days does not exceed four (4) days. For example, two (2) release days may be used in combination with two (2) in lieu of release days. Thus, totaling four (4) total days.

Criteria to qualify for an in lieu release day include:

1. An attempt has to be made to procure a sub in order to prepare for an IEP and no sub is available
2. Request for an extra work day outside usual working hours (for example evening, weekend or other now-working days) approved in advance by site administrator
3. In Lieu day is documented in tracking sheets and include initials of student or students the teacher will be working on (link Below).
4. Unit member will complete a variable time sheet and indicate MOU #9, Daily rate, hours and date worked. This work shall be recorded in ½ day (3 hours) or full day (6 hours) increments.

<https://docs.google.com/spreadsheets/d/1uwSa0PrSvqOy0vYR1klTJddQaNNOnbVUChN-2i98EiQ/edit#gid=448227149>

Donald Ogden

FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT

FOR THE FOLSOM CORDOVA
EDUCATION ASSOCIATION

11/19/21

Date

Date

FCUSD Board Approved: _____

FCUSD/FCEA MOU #9 2020-2021 (5-27-21 Special Education 4 Days)
(11/19/21SIDE LETTER)