

MEMORANDUM OF UNDERSTANDING
Between the Association Of Pleasanton Teachers
and the Pleasanton Unified School District

Pre-Approval of Staff Development Reform Credit for Mandatory Annual Keenan SafeSchools Online Training for the 2024-2025 School Year

July 24, 2024

The Memorandum of Understanding (MOU) is between the Pleasanton Unified School District (PUSD) and the Association of Pleasanton Teachers (APT), collectively referred to herein as “the parties” regarding the pre-approval of staff development reform credit for mandatory annual Keenan SafeSchools Online training (Keenan Training).

1. APT and PUSD agree that four (4) hours of mandatory annual Keenan Training will be pre-approved by the District for Staff Development Reform (SDR) Credit for the 2024-2025 school year in accordance with Article 11.16.3, of the Collective Bargaining Agreement (CBA) between APT and PUSD.
2. The parties agree that the granting of SDR credit to unit members pursuant to this MOU shall be dependent on completion of all Keenan Training modules as verified by the District and submission of the 2024-2025 SDR Program Approved Courses Form, which PUSD will make available to unit members.
3. As provided for in Article 11.16.3, upon earning a minimum of six (6) total hours of SDR, staff will receive either in-district credit OR financial compensation. Staff may only claim one form of compensation for training completed, and once the form of compensation is chosen, it cannot be changed.

Article 11.16.3: Voluntary Staff Development Days

11.16.3.1: In addition to the one hundred eighty-five (185) day teacher work year, members of the bargaining unit shall also have the opportunity to participate in up to three (3) voluntary staff development days. A “participating” employee is a bargaining unit member who elects to receive pay pursuant to this Article and cannot apply the credits toward salary schedule movement. A day is six (6) hours of staff development, excluding lunches and breaks.

11.16.3.1.1: Of these three (3) days, pay shall only be credited for the first day after completing six (6) hours of training. The offerings/activities for these six (6) hours shall be approved by the District.

- *Each unit member who completes the six (6) hours shall receive Three Hundred Dollars (\$300.00).*

11.16.3.1.2: The other two (2) days may be completed in increments of one (1) hour at a time. The offerings/activities for these hours shall be approved by the District.

- *Each unit member who participates in the hourly staff development shall receive the professional hourly rate for each hour completed.*

11.16.3.1.3: A total of 18 hours may be earned by attending three (3) complete voluntary staff development days.

11.16.3.1.4: All hours beyond the first six (6) hours of voluntary staff development, which are completed during the course of the school year may be turned in at any time on the District form. Hours may be submitted for compensation in blocks of six (6) except for hours submitted at the end of the school year. All hours shall be submitted no later than June 30 of the year in which they were completed.

4. The Keenan Training must be completed on the unit member's time outside of student contact time.
5. The parties further agree that this agreement only applies to Keenan Training for the 2024-2025 school year and no retroactive compensation for prior years' Keenan Training will be made.
6. The parties agree to the following process which unit members must follow to receive SDR credit for Keenan Training:
 - a. The unit member must complete all four (4) hours of mandatory Keenan Training modules, as defined in paragraph two (2) of this MOU, by September 15, 2024. Employees with extenuating circumstances may appeal the timeline and may be granted additional time to complete the mandatory Keenan Training modules by the Director of Human Resources no later than November 1, 2024; and
 - b. The unit member must complete and submit the 2024-2025 SDR Program Approved Courses Form to PUSD's Curriculum and Instruction Department using Informed K12 no later than June 30, 2025.
7. Upon verification by PUSD that the unit member has completed the requirements defined above, the District will approve SDR credit per the unit member's choice of in-district credit OR financial compensation as indicated on their 2024-2025 SDR Program Approved Courses Form.
8. The eighteen (18) hour limit on annual SDR credit accrual, as defined in Article 11.16.3.1.3, shall remain unchanged. Completion of the Keenan Training shall not entitle unit members to SDR credit in excess of the 18-hour limit for the 2024-2025 school year.
9. This MOU expires on June 30, 2025, unless the parties mutually agree to extend it.
10. The parties agree to meet by June 30, 2025 to negotiate whether to extend the MOU for the 2025-2026 school year.

On Behalf of the Association of
Pleasanton Teachers:

On Behalf of the District:



Dated July 24, 2024