

MEMORANDUM OF UNDERSTANDING #16
between
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
and
FOLSOM CORDOVA EDUCATION ASSOCIATION

Special Education Intern Teacher Mentors
May 10, 2024

The Folsom Cordova Unified School District ("District") and Folsom Cordova Education Association ("Association") enter this Memorandum of Understanding ("MOU") that shall be in effect upon signature. The Folsom Cordova Education Association ("Association") and Folsom Cordova Unified School District ("District") have worked collaboratively on an agreement that will provide mentor teachers to support special education intern teachers participating in the SCOE, Yolo/Solano, and other accredited Intern Programs.

The District needs up to twenty-five (25) certificated bargaining unit members to work as special education intern teacher mentors (Mentor).

I. DEFINITION:

- a. Prior to an intern teacher assuming daily teaching responsibilities, the Program, with the help from district leaders, or a district-appointed leader, will identify a district-employed site Mentor for the intern teacher who possesses a valid, corresponding life or clear teaching credential, and a minimum of three (3) years of exemplary content-area K-12 teaching experience. The Mentor will be from the same site whenever possible and have a corresponding credential.
- b. The job of the Mentor is to mentor special education intern teachers during intern pre-service and during the intern credential program.
- c. This is a one-year (1) position and must be reapplied for annually. (Positions hired will maintain the position for the 2024-2025 school year). Interested bargaining unit members should apply through the in-house application process on Edjoin.

II. QUALIFICATIONS:

- a. Valid Mild Moderate or Moderate Severe/ Education Specialist California Teaching Credential CLAD or equivalent.

III. TYPICAL DUTIES AND RESPONSIBILITIES:

- a. Follow and implement the intern support requirements and Mentor training outlined in this MOU.
- b. Support intern at the school site including:
 - i. Schedule a minimum of one (1) hour every week of regular contact for updates and ongoing mentoring.

- ii. Establish ongoing contact to offer support and information regarding the site support role.
 - iii. Assist with course planning and problem-solving regarding students, curriculum, and effective teaching methodologies.
- c. Provide consultation and advice regarding school culture, climate, stakeholders, established procedures and/or expectations, and especially essential practices that are specific to the school site.
- d. Complete the hours of support and mentoring required by the Intern's program and review timelines for projects required by the Intern Program.
- e. Exchange information with your intern's coach and collaborate by email, in person, or phone each semester and meet with the intern and Intern Credential Program coach 1-2 times per year, if possible.
- f. Provide professional assistance/encouragement regarding classroom instructional best practices. Mentoring support may include, but is not limited to the following:
 - i. Suggest site/district resources that are available.
 - ii. Identify expert school site peers that the intern might connect with and/or observe.
 - iii. Provide guidance to the intern through the initial stages of "first-year" challenges.
 - iv. Reinforce any of the intern's accomplishments, and/or effective classroom instruction.
 - v. Observe interns and provide feedback at least two (2) times annually.
 - vi. Model instruction, lesson planning, and assessment.
- g. Provide support with all aspects of the role of special education teacher including:
 - i. Special Education Information System
 - ii. Case Management
 - iii. Standardized Assessment includes administration, scoring, and reporting on an academic assessment such as the "WIAT" and/or other standardized tests.
 - iv. Using Curriculum-Based Measurements (CBM) and other tools for gathering data to help determine Present Levels of Performance when standardized tests are not appropriate.
 - v. Determining Baseline Present Levels of Performance.
 - vi. Data Collection for progress monitoring and reporting on goals.
 - vii. Developing goals based on data from present levels of performance.
 - viii. IEP Meeting Facilitation including the use of the IEP Checklist and Agenda.
 - ix. Completing an IEP meeting: affirming the IEP documents, forwarding all documentation to families and the Special Education Dept.
 - x. Classroom and Curricular Accommodations/Modifications/Adaptations
- h. Possess current knowledge of the content, including knowledge of the current context of public schooling including the California, adopted P-12 content standards, frameworks, and accountability systems as well as knowledge of

diversity in society, including diverse abilities, culture, language, ethnicity, and gender orientation.

- i. Participate in the FCUSD New Teacher Support and Development feedback and evaluation process. Provide feedback on the effectiveness of the program through surveys throughout the year.

IV. Compensation

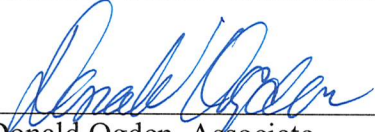
- a. Special Education Intern Teachers and Mentors will receive additional coaching and mentoring and will share a total of up to four (4) release days to receive and provide training. Should a mentor support more than one (1) mentee, another four (4) release days will be available. Release times may be agreed upon by Intern and Mentor. A portion of these days may be used to support the Intern in their classroom to set-up the classroom, model lessons, model assessments, and model IEP facilitation.
- b. Special Education Intern Teacher Mentors will be paid (\$3,055) per Appendix D-4 Tier 6 Annual Stipend for each school year in the position. Mentors shall receive an additional \$1,750 for second participating Intern. The stipend may also end when the Intern completes course work and/or receives their preliminary credential when verified by District personnel. Stipends will be prorated based on the percentage of the prorated year served.

All provisions of this Agreement are subject to the negotiated grievance procedure in the Parties' CBA.

This is a one-time agreement and is not precedent setting. Absent mutual consent, this MOU shall sunset on June 30, 2025.

Cost estimated at \$101,375 by General Fund.

FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT

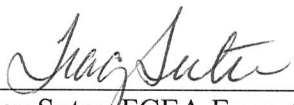


Donald Ogden, Associate
Superintendent Human Resources

4-16-2024

Date

FOR THE FOLSOM CORDOVA
EDUCATION ASSOCIATION



Tracy Suter, FCEA Executive Officer/
Bargaining Chair

4-18-24

Date

Board Approved: _____

APPENDIX D-1:

CLUBS

Major Clubs – Minimum*: Seventeen (17) meetings per year, fifteen (15) participants, two (2) service projects per year. This service project benefits school or community. It is not a money-raising activity for the benefit of the club itself, or an activity for the membership of the club.

Minor Clubs – Minimum*: Seventeen (17) meetings per year, fifteen (15) participants. No service project requirements.

*If below the meeting minimum requirement, see D-5. Less than fifteen (15) participants requires Associate Superintendent, Human Resources permission.

SECONDARY - DRAMA, SPEECH, YEARBOOK				
	2023-2024	2023-2024 w/ longevity	2024-2025	2024-2025 w/ longevity
Drama Director (3 productions annually)	\$3622	\$3804	\$3695	\$3880
School Yearbook Advisor	\$3622	\$3804	\$3695	\$3880
Speech Coach (6 tournaments annually)	\$2954	\$3102	\$3014	\$3165
Forensics	\$2954	\$3102	\$3014	\$3165
Spring Musical (1 production annually)	\$1303	\$1369	\$1330	\$1397
CLASS & CLUB SPONSORS/ADVISORS				
Cheer/Song Leaders - High School	\$3774	\$3963	\$3850	\$4043
Cheer/Song Leaders - Middle School	\$2954	\$3102	\$3014	\$3165
Class Sponsors - Grades 11 & 12	\$1433	\$1505	\$1462	\$1536
Class Sponsors - Grade 7, 8, 9, 10	\$756	\$794	\$772	\$811
Major Clubs	\$1433	\$1505	\$1462	\$1536
Minor Clubs / Elementary Student Council	\$756	\$794	\$772	\$811

APPENDIX D-2:

ATHLETICS

- A Head coach is hired for each team.
- An assistant is employed when 20-39 students are involved in the football, cross country, wrestling, track and field, or swimming teams; another assistant is employed for each additional 20 students. For purposes of preliminary staffing, the number actively participating in the last league team contest of the previous season is the determining factor.
- Eligibility for athletic pay for high school is determined by a minimum of forty-eight (48) activity sessions, including practices and contests. Middle school athletic pay will be determined by a minimum of twenty-eight (28) activity sessions, including practices and contests.
- The season begins and ends on the date indicated by the California Interscholastic Federation (CIF) "Season of Sport" calendar. The coach must be in attendance for the practice to be official. The season ends on the date of the last regular season game for football, baseball, softball, volleyball, soccer, and basketball. For the purpose of extended pay, the season ends at the conclusion of the sectional contests for all other sports.
- If a varsity head coach is in a post-season playoff, additional payment requests will be submitted at the conclusion of the activity. Extended season payment is based on the stipend divided by twelve (12), (season is considered to be twelve [12] weeks), for one (1) week: divided again by five (5) for a daily rate. The amount of this increase in stipend shall generally provide proportional weekly pay for each week during the post-season, but in no case shall exceed thirty percent (30%) of the original stipend. It is intended only to provide compensation for the extra time involved.

VARSITY SPORTS					
Head Coach		2023-2024	2023-2024 w/ longevity	2024 -2025	2024-2025 w/ longevity
	Football	\$5041	\$5294	\$5142	\$5400
	Baseball/Softball	\$5041	\$5294	\$5142	\$5400
	Basketball	\$5041	\$5294	\$5142	\$5400
	Wrestling	\$5041	\$5294	\$5142	\$5400
	Track Men/Women 1	\$5041	\$5294	\$5142	\$5400
	Volleyball	\$4152	\$4360	\$4236	\$4448
	Cross Country	\$4152	\$4360	\$4236	\$4448
	Swimming	\$4152	\$4360	\$4236	\$4448
	Gymnastics	\$4152	\$4360	\$4236	\$4448
	Tennis Men/Women 1	\$4152	\$4360	\$4236	\$4448
	Soccer Men/Women 1	\$4152	\$4360	\$4236	\$4448
	Golf	\$3858	\$4051	\$3936	\$4133
Assistant					
	Football	\$4152	\$4360	\$4236	\$4448
	Track	\$4152	\$4360	\$4236	\$4448
	Wrestling	\$4152	\$4360	\$4236	\$4448

	Swimming	\$3622	\$3804	\$3695	\$3880
	Diving	\$3622	\$3804	\$3695	\$3880
JUNIOR VARSITY SPORTS					
Head Coach					
	Football	\$4152	\$4360	\$4236	\$4448
	Baseball/Softball	\$4152	\$4360	\$4236	\$4448
	Basketball	\$4152	\$4360	\$4236	\$4448
	Wrestling	\$4152	\$4360	\$4236	\$4448
	Volleyball	\$3622	\$3804	\$3695	\$3880
	Soccer Men/Women	\$3622	\$3804	\$3695	\$3880
Assistant	All Asst. JV Coaches	\$3622	\$3804	\$3695	\$3880
FRESHMAN SPORTS					
Head Coach					
	Football	\$3622	\$3804	\$3695	\$3880
	Track	\$3622	\$3804	\$3695	\$3880
	Basketball	\$3622	\$3804	\$3695	\$3880
	Volleyball	\$3622	\$3804	\$3695	\$3880
	Baseball	\$3622	\$3804	\$3695	\$3880
Assistant	All Asst. Frosh Coaches	\$3129	\$3286	\$3192	\$3352
7TH & 8TH GRADE COACHES					
Head	All 7th & 8th Grade Head Coaches	\$2010	\$2111	\$2051	\$2154
Assistant	All 7th & 8th Grade Asst. Coaches	\$1660	\$1743	\$1694	\$1779

APPENDIX D-3:**MUSIC**

- It is understood that the term "concert" refers to a formal, planned, and publicized evening performance designed for students, parents, school, and community.
- A "Music Festival" must be an adjudicated event. Each individual ensemble must perform on its own at an adjudicated festival to qualify for extra-curricular pay. It is possible to combine groups at a festival, but prior approval from the site principal or designee is required.
- These "requirements" for extra-curricular pay represent a minimum. It is expected that each music teacher will be responsive to requests from their administration and community to perform at worthwhile functions. These would include, but not be limited to: pep rallies, community events, school assemblies, patriotic observances, etc.

MUSIC					
High School		2023-2024	2023-2024 w/ longevity	2024-2025	2024-2025 w/ longevity
	Advanced Orchestra (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Chamber Choir (3 concerts, 1 festival)	\$1316	\$1382	\$1343	\$1411
	Chorus (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Concert Band (4 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Concert Choir (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Jazz Band (4 concerts, 2 festivals)	\$1972	\$2071	\$2012	\$2113
	Jazz Choir (3 concerts, 1 festival)	\$1972	\$2071	\$2012	\$2113
	Marching Band (5 games, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Marching Band (with 1/2 time show) (5 games, 1 festival)	\$3285	\$3450	\$3351	\$3519
	Musical Show (3 concerts, 0 festivals)	\$1645	\$1728	\$1678	\$1762
	Orchestra (3 concerts, 1 festival)	\$1645	\$1728	\$1678	\$1762
	Pep Band (5 games, 0 festivals)	\$872	\$916	\$890	\$935
	Wind Ensemble (4 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
Middle School					
	Advanced Band (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Advanced Orchestra (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Choir (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Chorus (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Intermediate Band (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Intermediate Orchestra (3 concerts, 1 festival)	\$1094	\$1149	\$1116	\$1172
	Jazz Band (3 concerts, 1 festival)	\$872	\$916	\$890	\$935
	Pep Band (5 games, 0 festivals)	\$872	\$916	\$890	\$935

APPENDIX D-4: SPECIAL SERVICE – ANNUAL

SPECIAL SERVICE - ANNUAL

Special Service: The purpose of these positions is to serve as a support for students and/or staff as deemed appropriate by the Associate Superintendent, Human Resources or designee. These stipend positions are paid annually per school year and must be approved by principal or designee.

Tier 1: Healthy Kids Survey Facilitator

Tier 2: National Board Certified Teacher, STEM Lead, Technology Lead

Tier 3: Family Support Facilitator, Climate Facilitator, WEB / Link Crew Leader,
Elementary Track & Field Commissioner, Elementary Spring Chorale Director

Tier 4: BTSA Support Provider (\$1000 for 2nd participating teacher; \$800 for
3+ participating teacher)

Tier 5: GPS Advisor

Tier 6: Testing Coordinator, CTSO (Career Technical Student Organization) Advisor

Tier 7: GATE Facilitator, National Board Certified Teacher Facilitator, High School
Student Activities Director, High School Assistant Athletic Director

Tier 8: ACES Coordinator

SPECIAL SERVICE - ANNUAL		
	2023-2024	2024-2025
Tier 1	\$119	\$122
Tier 2	\$898	\$916
Tier 3	\$1191	\$1215
Tier 4	\$1797	\$1833
Tier 5	\$2396	\$2444
Tier 6	\$2995	\$3055
Tier 7	\$5987	\$6107
Tier 8	\$7032	\$7173

APPENDIX D-5:

SPECIAL SERVICE – PER ACTIVITY

Special Service: The purpose of these positions is to serve as a support for students and/or staff as deemed appropriate by the Associate Superintendent, Human Resources or designee. These stipend positions are paid per activity during the school year and must be approved by principal or designee.

Tier 1: Clubs, Game day ticket taker, athletic, and activity (I.E. dance) supervision.

Tier 2: Exam Proctor, Moving Pay (if Release Time is not used; max two days), Saturday School

SPECIAL SERVICE – PER ACTIVITY		
	2023-2024	2024 - 2025
Tier 1	\$30	\$31
Tier 2	Folsom School Sub-Full Day Rate	Folsom School Sub-Full Day Rate

APPENDIX D-6:

SPECIAL SERVICE – PER HOUR

Special Service: The purpose of these positions is to serve as a support for students and/or staff as deemed appropriate by the Associate Superintendent, Human Resources or designee. These stipend positions are paid per hour during the school year and must be approved by principal or designee.

Tier 1: Instructional Rate outside of regular school day, Saturday School Language Program, Tech Leads, PSAT/Test Preparation, Paid Professional Development outside of regular day

Tier 2: Adult Education and Summer School Instructional Rate

Tier 3: Nurse Hourly Rate: CPR instruction, TB Clinics, work preapproved by Director of Health and Welfare

Tier 4: Nurse Practitioner

SPECIAL SERVICE – PER HOUR		
	2023-2024	2024 - 2025
Tier 1	\$49	\$49
Tier 2	Paid hourly per salary schedule	Paid hourly per salary schedule
Tier 3	\$81	\$81
Tier 4	\$100	\$100