

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND
SAN JUAN PROFESSIONAL EDUCATORS COALITION (Coalition)
*Re: Implementation of Psychologist Leadership Team (PLT)***

Statement of Intent:

During the 2023-24 bargaining cycle, the District and Coalition agreed to create a new article in the collective bargaining agreement: Article 14 Psychologist Leadership Team (PLT).

The purpose of establishing a PLT is to focus on continuous improvement among staff, and to share decision-making in professional development and best practices in the field of school psychology and the delivery of special education services.

The purpose of this MOU is to outline the selection process, terms, and roles and responsibilities of PLT members.

Term of Agreement:

This MOU is effective upon the date of signing.

Beginning July 1, 2025, the parties agree to review this MOU annually. Any revisions or updates to this document will be made upon mutual agreement.

All provisions of the collective bargaining agreement, including the grievance process, remain in force unless otherwise stipulated in this MOU.

Psychologist Leadership Team (PLT):

The PLT will consist of up to seven (7) psychologists in the SJPEC bargaining unit.

The director of special education, or designee, will also serve as a member.

PLT members will serve in the following officer roles:

1. Chairpeople (2 positions)
2. Resources: Including test kits and protocols (1 position)
3. Best Practices (2 positions)
4. Intern Coordination (2 positions)

Selection of PLT Members:

PLT elections will be held at or before the last school psychologist general meeting of each school year. When running for election to the team, psychologists shall run for one of the four specific officer positions.

In order to ensure transparent and fair elections, notice of the elections of Officers and procedures shall be provided to the current psychologists no later than the last day of school (psychologist calendar) or 7 days prior to the election, whichever is earlier.

Officers of the PLT shall be voted in by the whole psychologist group through paper or electronic means. The psychologist with the majority of total votes shall assume a role on the PLT.

The term of office for each Officer shall be three (3) school calendar years, and shall expire on the last day of the psychologist calendar of the third year of office.

Following completion of a term in office, a PLT member is eligible to run for another term, subject to voting procedures.

Characteristics of PLT Members:

1. Focuses on the continuous improvement of the field of school psychology and its practice within San Juan Unified
2. Participates actively in broadening the base of leadership across school psychologists
3. Helps develop a collaborative culture throughout San Juan Unified's school psychologist professionals
4. Models leadership for colleagues
5. Demonstrates willingness and/or the ability to facilitate open, candid, and effective lines of communication with colleagues and other members of the San Juan Unified community
6. Demonstrates mutual respect and trust among colleagues.

Roles and Responsibilities of PLT Members:

1. Establishing effective two-way communication, including but not limited to:
 - a. Communication between PLT and the larger psychologist group
 - b. Communicating concerns and needs of the larger psychologist group to the direct supervisor of the psychologists and other special education administrators
2. Assignment coordination for district psychologist school assignments to ensure best practice and equity in caseloads
3. Legal compliance updates
4. Professional development planning and coordination
5. Co-planning and co-facilitating district psychologist meetings
6. Other duties as determined by PLT and the larger psychologist group

PLT member Compensation:

All SJPEC bargaining unit members who are selected to serve on the Psychologist Leadership Team will receive a \$2,500 annual stipend.


Vacancy and Removal:


Any vacancy that occurs before a member's term ends and resulting in an open PLT position will be subject to regular voting procedures to fill the open position for the remainder of the term.

Resignation: An elected member of the PLT may resign their position at any time. Resignations shall be submitted in writing to the PLT 15 days in advance.

Any PLT member may be removed from their position under the following procedures:

1. If there are concerns among the general psychologist membership regarding a PLT member's ability to perform their duties, any psychologist may:
 - a. Discuss concerns with the existing PLT
 - b. Any psychologist may request a vote to remove a PLT member.
 - i. Upon request and after a discussion, the PLT will determine the need for a vote to remove the member and/or work with the PLT member to develop a plan for improvement.

 11-14-24
Date
Daniel Thigpen
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

 4/4/24
Date
Melanie Allen
President
San Juan Professional Educators Coalition