

# VUEA-VUSD MOU Independent Study (IS), Remote Instruction, Career Technical Education (CTE) and Advisory Coordination Assignment Compensation Schedule



**Note 1:** The IS rows are not intended for full-time Homestead elem, full-time HS FLEX, full-time HS Credit Recovery, full-time ECHS or full-time PHS IS teachers; this compensation schedule applies only to teachers who are offered IS or program coordinator assignments above and beyond their base FTE assignment.

**Note 2:** The "District Hourly Rate (DHR)" for 2025-26 is **\$48.44**. "DHR" is used below to demonstrate how the final amount was constructed.

| IS/CTE Assignment Category Title                                                                                                           | IS/CTE Assignment Category Teacher Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | IS/CTE Assignment Category Examples                                                                                              | IS/CTE Assignment Category Compensation Schedule                                                                                                                                                                                                                                                                              |
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| <b>A.</b><br><br><b>IS Course Support</b><br><br>Primarily Time/Signature Log Management                                                   | Initial Application Verification<br><br>Monthly Time Log Checks/Accountability<br><br>Marking Period Grades/Marks<br><br>Any necessary communication with admin/counselor/parent/student                                                                                                                                                                                                                                                                                                                                                                                           | ISPE (Middle School, one teacher per site unless approved by the district office)<br><br>Work Experience (WE)*<br><br>Internship | 1 hour per student enrollment paid at district hourly rate once per year of course duration.<br><br>1 student = DHR per year =<br><b>\$48.44 per year per student</b><br><br><u>*Note:</u> If visitations of students at their worksite for WE student is required and conducted, additional extra-duty hourly can be applied |
| <b>B.</b><br><br><b>IS Online Course Management</b><br>(Continuation Site)<br><br>Mostly Part-Time Student(s) Enrolled in Multiple Courses | Management (e.g., enrollment, course assignment, settings, ongoing progress monitoring, etc.) of Digital Courseware (currently Edgenuity) of mostly part-time (less than 4 classes) IS students in mostly credit recovery (CR) courses, may have some initial credit (IC) courses.<br><br>Once Weekly Student Meetings<br><br>No direct instruction<br><br>Minimal assignment/test grading<br><br>Many courses are short/partial credits<br><br>No traditional/proctored tests<br><br>EOC Grades/Marks only<br><br>Any necessary communication with admin/counselor/parent/student | PHS Independent Study*                                                                                                           | .5 hours per student enrollment paid at district hourly rate per week<br><br>1 student = DHR x .5 hours = \$24.22 per week = \$24.22 x 39 week instructional year =<br><b>\$944.58 per year per student</b><br><br><u>*Note:</u> Unless this assignment is given a section (.17 FTE), at the principal's discretion           |

| Independent Study (IS) Assignment Category Title                                                                                                                            | IS Assignment Category Teacher Responsibilities                                                                                                                                                                                                                                                                                                                                                                                    | IS Assignment Category Examples                                                                                                                                                                                                                                                                                                | IS Assignment Category Compensation Schedule                                                                                                                                                                                                                                                                         |
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| <p><b>C.</b></p> <p><b>Secondary IS Online Student Management</b><br/>(Comprehensive Site)</p> <p>Full-Time Student(s)<br/>Enrolled in Multiple Courses</p>                 | <p>Management (e.g., enrollment, course assignment, settings, ongoing progress monitoring, etc.) of Digital Courseware (currently Edgenuity) of full-time (4 classes min) IS students in initial credit (IC) courses ,</p> <p>Once Weekly Student Meetings,</p> <p>No direct instruction</p> <p>Minimal assignment/test grading</p> <p>EOC Grades/Marks</p> <p>Any necessary communication with admin/counselor/parent/student</p> | <p>Initial Credit (IC)<br/>FLEX Edgenuity</p>                                                                                                                                                                                                                                                                                  | <p>1.5 hours per student enrollment paid at district hourly rate per week</p> <p>1 student = DHR x 1.5 hours = \$72.66 per week = \$72.66 x 39 week instructional year =</p> <p><b>\$2,834 per year per student</b></p> <p><u>Note:</u> typical max student FLEX IS Edgenuity capacity is 5 students per teacher</p> |
| <p><b>D.</b></p> <p><b>Secondary IS Online Single Course Management</b></p> <p>Single Course for Single Student</p> <p>or</p> <p>Single Course for a Cohort of Students</p> | <p>Management of Existing Digital Courseware (e.g., enrollment, course assignment, settings, ongoing progress monitoring, etc.)</p> <p>Once Weekly Student/Group Meetings,</p> <p>No direct instruction</p> <p>Minimal assignment/test grading</p> <p>EOC Grades/Marks</p> <p>Any necessary communication with admin/counselor/parent/student</p>                                                                                  | <p>Credit Recovery (CR) Edgenuity of single course for single student*</p> <p>or</p> <p>single course for cohort of students</p> <p><del>8th Grade Math Acceleration (i.e., 8th graders taking Math 1-H) but can't get into a Math 1-H class due to maxed out enrollment, scheduling conflict, transportation, etc.)</del></p> | <p>1.5 hours paid at district hourly rate per week</p> <p>Single Class = DHR x 1.5 hours = \$72.66 per week = \$72.66 x 39 week instructional year =</p> <p><b>\$2,834 per year per course</b></p> <p><u>*Note:</u> Unless this assignment is given a section (.20/.17 FTE), at the principal's discretion</p>       |
| <p><b>E.</b></p> <p><b>Secondary Hybrid Remote Direct Instruction</b></p> <p>Single Course, Single Classroom</p>                                                            | <p>Original lesson planning,</p> <p>Frequent grading of assignments,</p> <p>Proctoring tests,</p> <p>Once or more weekly class meetings</p> <p>May include direct instruction</p> <p>Marking Period Grades/Marks</p> <p>Any necessary communication with</p>                                                                                                                                                                       | <p>Intermittent Remote/Online Teaching</p>                                                                                                                                                                                                                                                                                     | <p>3 hours per class (enrollment up to district grade level average) paid at the district hourly rate per week</p> <p>1 class = DHR x 5 hours = \$242.20 per week x 39 week instructional year =</p> <p><b>\$9,446 per year per class section</b></p>                                                                |

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|                                                                                                                                  | admin/counselor/parent/student                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                    |                                                                                                                                                                                                                           |
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| Independent Study (IS) Assignment Category Title                                                                                 | IS Assignment Category Teacher Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | IS Assignment Category Examples                                                                                                                    | IS Assignment Category Compensation Schedule                                                                                                                                                                              |
| <b>F.</b><br><b>Secondary Concurrent Course Instruction</b><br><br>Both In-Person Students and Remote Distance Learning Students | Concurrent daily and direct teaching of remote off-site students in addition to regularly scheduled on-site students enrolled in a .2 FTE section                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Concurrent Teaching Assignment for in-person/on-campus students and remote students from other campuses                                            | Concurrent/Zoom Stipend (independent of # of remote students) =<br><br><b>\$2,000 per year per course</b><br><br><i>Note: Additional compensation for overage above CBA established class average limit still applies</i> |
| <b>G.</b><br><b>Secondary Advisory Intervention Coordinator</b><br><br><i>Piloted for 2022-23 School Year</i>                    | 1. Coordinating the RTI/MTSS intervention and/or enrichment programming during advisory/seminar periods<br><br>2. Analyzing quarterly student academic performance to determine enrollment/placement of students in advisory interventions<br><br>3. Communicating with parents, students and staff about intervention placements and student progress during intervention time-frame<br><br>4. Collecting, analyzing, reporting and presenting data on students' progress to administration, counselors and relevant staff<br><br>5. Data analysis (e.g. D/F's, etc.) to evaluate effectiveness of interventions        | Advisory Intervention Coordinator may be a teacher or counselor, or the duties may be shared/split between more than one certificated staff member | 3 hours weekly x 18 weeks per semester = 54 hours, x 2 semesters DHR =<br><br><b>\$5,232 per year</b><br><br><i>*Note: Unless this assignment is given a section (.20/.17 FTE), at the principal's discretion</i>         |
| <b>H.</b><br><b>High School CTE Program Coordinator</b><br><br><i>Piloted for 2022-23 School Year</i>                            | DEFINITION: CTE Program, as opposed to a CTE pathway, is defined as having multiple CTE teachers (i.e., more than one) whereby collaboration and co-planning is required. The program's enrolled students are not all contained on one single CTE teacher's rosters like a traditional CTE pathway - they are spread across multiple CTE teachers' rosters).<br><br>1. Coordination/co-planning with at least one other/additional CTE program teacher with curriculum development, parent outreach/communication and program operations. This is required - see definition above*<br><br>2. Coordinating and supporting | CTE Program Coordinator oversees a course of study that may combine/connect multiple industry sectors and/or pathways and content areas            | Up to 8 hours weekly x 18 weeks per semester = 144 hours, x 2 semesters at DHR =<br><br><b>Up to \$13,951 per year</b>                                                                                                    |

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|                                                                                                              | <p>fully-functioning CTSOs or a CTE club with alternate leadership structures with approval from CTE district department (Chief Innovation Officer).</p> <p>3. Facilitating completion of industry-related certifications for students</p> <p>4. Working with industry partners to develop curriculum relevant to industry-specific career readiness</p> <p>5. Facilitating student work-based learning experiences, ensuring data input into SIS and coordinating with the CTE work-based learning liaison. As defined by CDE work-based learning measures. <a href="https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning">https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning</a></p> <p>6. Drafting/negotiating/revising articulated CTE capstone coursework with VCCCD deans, departments and/or professors for students' dual enrollment credit</p> <p>7. Planning and leading field trips that occur outside of contract hours (i.e., overnights, weekends, summer, breaks)</p> <p>8. Facilitating program outreach and recruitment to students and teachers at middle and elementary schools</p> |                                                          |                                                                                                                                            |
| <p><b>I.</b></p> <p><b>High School CTE Program Teacher</b></p> <p><i>Piloted for 2022-23 School Year</i></p> | <p>DEFINITION: <i>CTE Program is defined as multiple teachers (more than one) with some students enrolled in the overall program that are on more than a single program teacher/coordinator's class rosters.</i></p> <p>1. Supporting all efforts of and co-planning with CTE Program Coordinator and other participating Program teachers.</p> <p>2. Facilitating completion of industry-related certifications for students</p> <p>3. Working with industry partners to develop curriculum relevant to industry-specific career readiness</p> <p>4. Facilitating student work-based learning experiences, ensuring data input into SIS and coordinating with the CTE work-based learning liaison. As defined by CDE work-based learning measures. <a href="https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning">https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning</a></p> <p>5. Drafting/negotiating/revising articulated</p>                                                                                                                                                                      | <p>1 per CTE program, per industry sector, per site.</p> | <p>Up to 3 hours per week x 18 weeks per semester = 54 hours per semester, x 2 semesters at DHR =</p> <p><b>Up to \$5,232 per year</b></p> |

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|                                                                                                              | <p>CTE capstone coursework with VCCCD deans, departments and/or professors for students' dual enrollment credit</p> <p>6. Planning and leading field trips that occur outside of contract hours (i.e., overnights, weekends, summer, breaks)</p> <p>7. Facilitating program outreach and recruitment to students and teachers at middle and elementary schools</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                           |                                                                                                                                          |
| <p><b>J.</b></p> <p><b>High School CTE Pathway Teacher</b></p> <p><i>Piloted for 2022-23 School Year</i></p> | <p>DEFINITION: <i>CTE Pathway is defined as a two course sequence with a concentrator and capstone course, may be taught by a single teacher with all pathway students on a single teacher's rosters.</i></p> <p>1. As 2-course pathway instructor, managing curriculum development, parent outreach/communication and pathway operations.</p> <p>2. Coordinating and supporting fully-functioning CTSOs or a CTE club with alternate leadership structures with approval from CTE district department (Chief Innovation Officer)</p> <p>3. Facilitating completion of industry-related certifications for students</p> <p>4. Working with industry partners to develop curriculum relevant to industry-specific career readiness</p> <p>5. Facilitating student work-based learning experiences, ensuring data input into SIS and coordinating with the CTE work-based learning liaison. As defined by CDE work-based learning measures. <a href="https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning">https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp#workbasedlearning</a></p> <p>6. Drafting/negotiating/revising articulated CTE capstone coursework with VCCCD deans, departments and/or professors for students' dual enrollment credit</p> <p>7. Planning and leading field trips that occur outside of contract hours (e.g., overnights, weekends, summer, breaks)</p> <p>8. Facilitating program outreach and recruitment to students and teachers at middle and elementary schools</p> | <p>1 per CTE pathway and industry sector, 1 per site.</p> | <p>Up to 5 hours weekly x 18 weeks per semester = 90 hours per semester, x 2 semesters at DHR =</p> <p><b>Up to \$8,719 per year</b></p> |

**Note 3:** Upon ratification and VUSD Board approval, this MOU will be effective [July 1, 2025](#), and shall sunset at the conclusion of the [2025-2026](#) school year. This MOU may be modified and/or extended beyond [2025-26](#) by the mutual consent of VUEA and the District.

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**Note 4:** Payments for completion of job duties/services outlined in second column are provided monthly

**Note 5:** In the event of a midyear assignment change, the exiting teacher will not be paid the remainder of the year's monthly payments. The remaining monthly payments will be applied to the new teacher taking the assignment and fulfilling the duties.

**Note 6 (for H, I and J):** Upon ratification of this MOU, VUSD Chief Innovation Officer, District CTE personnel and site administration will hold a meeting with all High School CTE teachers to determine who is designated H, I or J. District administration, site administration and CTE teachers will collaboratively agree on commitments of how and when each of the outlined job duties/responsibilities in the second column will be fulfilled and documented in a pathway/site-specific manner in alignment with high-quality CTE program standards, CTE federal and state grants and California Department of Education (CDE) Dashboard requirements.

Agreed to this XX day of MONTH, 2025.