

**Memorandum of Agreement
between
The Ann Arbor Education Association
and
The Ann Arbor Board of Education**

The AAEA and Ann Arbor Public Schools Board of Education agree as follows regarding A2 Virtual + Academy Instruction:

Teacher Roles: An A2Virtual+ Academy Teacher assignment may include up to three roles:

- **Asynchronous Instructor:** With the exception of mutually agreed upon courses or segments of courses, all instruction provided by teachers at A2 Virtual + Academy will be asynchronous.
- **Building Liaison:** Responsible for supporting students online learning through administering and proctoring assessments.
- **Mentor:** Responsible for local support and coordination with third party instructional content providers. Including practices for weekly two-way communication, regularly transferring grades to district systems, and proctoring of activities.

Work Load:

Definition: An enrollment is defined as one student enrolled in one online class.

The following ratios shall be used to determine workload assignments:

- Asynchronous Instructor: 16.5 student enrollments = 0.1 FTE
- Mentor: 20 mentee enrollments = 0.1 FTE
- Building liaison: One-half (½) day per week = 0.1 FTE

Asynchronous Instructor Workload

- Asynchronous Instructors are not limited in the number of different classes they may be assigned.
- Asynchronous Instructor workload will be based solely on the number of student enrollments.

Overage:

- Assignments may include multiple roles and span both semester and trimester schedules.
- Overage will be calculated twice per year based on a blended enrollment count.
 - Semester 1 Calculation: Includes Semester 1 enrollments, Trimester 1 enrollments, and one-half of Trimester 2 enrollments.
 - Semester 2 Calculation: Includes Semester 2 enrollments, Trimester 3 enrollments, and one-half of Trimester 2 enrollments.
- Overage shall be determined according to district timelines for Trimester 2 and Trimester 3 overage requests.
- Overage Compensation will be based on the Semester Overage Rate in accordance with 7.138.1.

Online Learning Coordinator: The duties and responsibilities of the Online Learning Coordinator shall **exclude** the following duties and responsibilities:

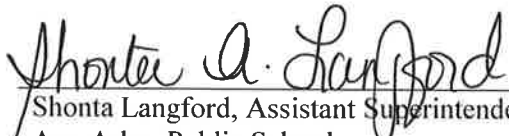
- Instructing/supervising A2V+ online courses.
- Requesting or complete grade changes.
- Conducting home visits.
- Acting in a truancy capacity with students.
- Certifying credits for graduation.
- Making changes to student transcripts.
- Determining/Awarding transfer-in credits from schools outside of AAPS.
- Acting in a supervisory or evaluative role with teachers and counselors.
- Acting in a disciplinary role with teachers, counselors, students and families.
- Providing student instruction or supervision as substitute teachers.
- Serving as a 504 Case Manager
- Serving as a Special Education Case Manager

The Online Learning Coordinator will be added to Appendix I Group A.

The school year will consist of a combination of semester and trimester schedules. Trimester 1 will run concurrently with a portion of Semester 1. Trimester 2 will run concurrently with portion of Semester 1 and a portion of Semester 2. Trimester 3 will run concurrently with a portion of Semester 2. A teacher class load may be composed of both semester and trimester courses.

This Memorandum of Agreement constitutes the entire understanding and agreement reached by the parties with respect to this matter.

ANN ARBOR PUBLIC SCHOOLS


Shonta Langford, Assistant Superintendent
Ann Arbor Public Schools

10/15/25
Date

ANN ARBOR EDUCATION ASSOCIATION


George Przygodski
3C Executive Director

10/15/2025
Date