

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT'S
PROPOSED MEMORANDUM OF UNDERSTANDING**

Between
Sacramento City Unified School District
&
Sacramento City Teachers Association

MOU- COVID-19 In-Person Support for Students

November 20, 2020

Proposal

This Memorandum of Understanding (MOU) is between the Sacramento City Unified School District (District) and the Sacramento City Teachers Association (SCTA), collectively “the Parties,” regarding conducting in-person support for students while the District is in a distance learning model.

1. Participation by SCTA bargaining unit members in providing in-person support for students shall be voluntary.
2. In-person support services for students will be provided on a small group basis, with groups consisting of no less than 6 students and no more than 16 people (including teacher, aides, etc.) total, as permitted by Sacramento County Public Health Department (SCPHD) guidelines.
3. Unit members who volunteer to provide in-person support for students will be assigned to support students in kindergarten to sixth grade with reading skills and consistent with the following:
 - Volunteer unit members must possess a multi-subject credential.
 - Volunteer unit members will be assigned to provide in-person support at their school site.
 - Volunteer unit members may be assigned to work with students who attend their school, but who are not in the unit member’s class.
 - Volunteer unit members may be assigned to work with students who are in a grade level other than the grade level taught by the unit member.
 - Volunteer unit members must identify which of the four cycles in which they wish to work.
4. In the event there are more volunteers than students identified for support in a particular cycle at a school site, the District will assign volunteers at a school site based on seniority.
5. The parties acknowledge that our students have a wide range of learning needs. In an effort to mitigate learning loss and provide targeted instruction for K-6 students who need the most support, opportunities for in-person learning in a small group will be limited to students:

- a. Who received a below standard report card in the first quarter of Fall 2020 as defined below:
 - i. Below standard represented by an average academic mark of a 1 or 2 in ELA strands; or
 - ii. Who do not have a Fall 2020 report card and who are not making progress toward grade level standards.
- b. Who have an IEP and are not meeting IEP goals or have intense support needs or who have been recommended for an initial assessment or require a triennial assessment, and require standardized assessment that cannot be complete online for eligibility.
- c. Who are considered below grade level standard in ELA strands based on District common assessments, teacher assessment, and/or diagnostics.
- d. Homeless, foster youth, English Language Learners, and other vulnerable or at-risk students will be given priority for this in-person small group support.

The school site administrator, in conjunction with the volunteer unit members at their site, will determine, based on the above criteria, which students at the school site will be eligible for in-person supports and the teacher and cycle to which those students will be assigned.

6. Participating unit members shall be allowed to withdraw from participation without reprisal, but shall be required to provide at least 48-hour prior notice prior to withdrawing.
7. Services will be provided in an outdoor covered area when practical. SCTA bargaining unit members may elect to work in regular-sized classrooms with sufficient space for compliance with social distancing protocols and adequate air circulation.
8. Staffing may include a teacher and paraprofessional working under the direction of a teacher.
9. SCTA bargaining unit members providing services pursuant to this Agreement shall be compensated at their hourly rate for the ninety (90) minute session.
10. The in-person small group support will consist of four cycles, each lasting for a total of four weeks, with a one-week break in between each cycle, with the potential cycle dates being the following:
 - **Cycle 1: January 12 to February 4, 2021**
 - **Cycle 2: February 16 to March 11, 2021**
 - **Cycle 3: April 6 to April 29, 2021**
 - **Cycle 4: May 11 to June 4, 2021**
11. Support time shall consist of one 90 minute block each day, with an hour of core instruction, at a time to be determined by the volunteer unit member and their site administrator (within the time period of 3:00 to 5:30 p.m.) on Tuesday, Wednesday, and Thursday of each of the weeks of the cycle.

12. The District shall follow the guidelines set by SCPHD for the quarantine, isolation and exposure of COVID-19 for all students, parents and bargaining unit members for all District sites.

Process and Procedures:

1. Participants shall follow all social distancing and safety protocols including:
 - a. Daily health screening for all, including SCTA bargaining unit members, students and parents/guardians who enter campus.
 - b. Follow SCPH guidelines for physical distancing, which shall be no less than six (6) feet apart. When possible and practical, physical distancing shall be expanded to ten (10) feet apart and outdoor covered areas may be utilized.
 - c. All employees, parents/guardians and students are required to wear face coverings at all times.
 - d. Separately designated bathrooms for staff and students shall be available.
 - e. Hand sanitizer and/or hand washing locations provided for all staff and students.
2. The District shall sanitize all work stations utilized for in-person small group support in accordance with SCPH guidelines on a daily basis.
3. Teachers are to take attendance at the beginning of each in-person small group session.
4. There is to be a pre-designated drop-off and pick-up location for students.

Materials:

1. All SCTA unit member shall be provided all required Personal Protective Equipment (“PPE”) such as:
 - a. Face coverings
 - b. Face Shields (upon employee request)
 - c. Hand sanitizer and/or hand washing location
2. All students shall be provided daily an individual, re-sealable plastic bag of school supplies (i.e. markers, pencils, pens, notebook, manipulatives, etc.) to be kept at school in a safe location.
3. Chart paper or easel.

In addition to the above, the Parties agree to follow health and safety guidelines as recommended by the California Department of Public Health (CDPH), Sacramento County Public Health (SCPH), and included in the District’s Guidelines for Essential In-Person Assessments (Guidelines), attached hereto as Addendum A and the District’s Return to Health Plan.

This MOU addresses only in-person learning supports for students as set forth in this MOU for the 2020-2021 school year while the District is in a distance learning model and does not

preclude continued discussions between the District and SCTA on other working conditions related to the reopening of schools.

This MOU expires on June 30, 2021, unless the Parties mutually agree to extend it.