

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
and  
RIVERSIDE CITY TEACHERS ASSOCIATION**

**MEMORANDUM OF UNDERSTANDING**

**April 19, 2019**

**For the 2019-20 school year, ARTICLE XVIII is amended to read:**

**Article XVIII – Professional Growth System**

**Section 1 – Purpose**

The purpose of the Professional Growth System (PGS) is to provide ongoing professional growth and support to enable RUSD educators to create a highly effective learning community to ensure the highest level of achievement for all students. The PGS includes personalized assistance and support from initial hire, as well as further opportunities for professional development and support at any phase of an individual's career.

**Section 2 - Definitions for Purposes of this Section:**

Support Teacher (ST): Classroom teachers who have taught in the classroom for the previous three (3) years. They are on full-time release to support Participating Teachers. Being a Support Teacher is a five (5) year commitment with the expectation to serve three (3) years as a ST and two (2) successive years as a classroom teacher.

Lead Support Teacher: A ST who coordinates professional development related to PGS and facilitates collaboration time for STs. They are appointed by the Implementation Team to serve a two (2) year term.

Content Mentor: A current, full-time classroom teacher who provides content-specific support to teachers.

Participating Teacher (PT): Novice teachers, experienced teachers new to the District, and permanent teachers who meet the criteria for referral. PTs receive personalized support and assistance from a ST.

Review Panel: Reviews referrals to PGS and the progress of PTs.

Implementation Team: Monitors and evaluates the Professional Growth System and makes recommendations to the appropriate parties, including the bargaining team.

Teacher Liaison: Maintains two-way communication between the Association and the PGS Division.

Principal Liaison: Maintains two-way communication between site principals and the PGS Division.

### **Section 3 – Governance/Program Structure**

#### **1. Implementation Team**

- a. **Composition**: The Implementation Team is comprised of an equal number of bargaining unit members selected by the RCTA President or designee and district members selected by the Superintendent or designee, to include the Teacher Liaison and Principal Liaison. Invited guests can attend with permission from the Implementation Team.
- b. **Decision-Making Process**: The Team makes decisions by consensus.
- c. **PGS Handbook**: Updates and publishes the Handbook that contains policies and procedures.

#### **2. Review Panel**

- a. **Composition**: Two (2) Co-chairs – Teacher Liaison and Principal Liaison; and an equal number of classroom teachers and site principals. A confidential support staff employee is designated by the District to keep and record minutes; prepare materials for meetings; and support the Review Panel and the Professional Growth System.
  - i. The Teacher Liaison is selected by the RCTA President or designee and the Principal Liaison is selected by the Superintendent or designee.
  - ii. Both Liaisons are released full-time for their term.
  - iii. The Co-chairs have a three (3) year term, and they can serve consecutive terms.
  - iv. Teacher members of the Review Panel are appointed by the RCTA President or designee.
  - v. The principal members are appointed by the Superintendent or designee.
  - vi. The members have a three (3) year term, and they can serve consecutive terms.
- b. **Decision-Making Process**: The Review Panel makes decisions by consensus.

### **Section 4 – Process for Referral**

#### **1. Reasons for Referral**

Teachers may be referred for any of the following reasons:

- a. Teachers on a current evaluation year with any noted components of Unsatisfactory or Basic performance in one or more Domains, but not exclusively in Domain 4, on any Formal Observation Summary
- b. Teachers on an Assistance Plan

- c. Teachers who have changed from a non-classroom assignment to a classroom assignment
- d. Teachers who have moved from one level to another (i.e. between elementary, middle, and high school)

## 2. Timeline

- a. A Principal/Primary Evaluator notifies a teacher that he or she has been referred to PGS and state the reason(s) in writing for the referral.
- b. A Support Teacher conducts one announced and one unannounced observation of referred teacher.
- c. Review Panel selects referred teachers to receive support from PGS for the following school year.
- d. Referred teachers are notified of their participation in PGS no later than 20 calendar days before the end of the school year.
- e. The timeline may be different for teachers who are referred for reasons (c) and (d) in “Reasons for Referral” when they are re-assigned.

## **Section 5 – Induction**

All Induction Candidates receive their service through the PGS Division. Induction Candidates who do not have a Support Teacher with a matching credential will have additional support with an appropriately credentialed Content Mentor, coordinated by the PGS Division.

## **Section 6 -Other Provisions**

1. Bargaining unit members working in the PGS Division under this Article shall not be considered either management or supervisory employees as defined by Government Code Section 3540.1 (g) and (m).
2. Bargaining unit members working in the PGS Division are entitled to defense and indemnification for activities performed as part of the Induction Program and PGS, as set forth in applicable provisions of the California Government Code.
3. All proceedings and materials related to, reports and other personnel matters shall be strictly confidential. Bargaining unit members working in the PGS Division may disclose such information only as necessary to administer this Article.

**Article XIX – Beginning Teacher Induction Program will be eliminated. All Articles following XVIII will be re-numbered appropriately.**

**The following changes will be made or added to the Teacher Salary Schedules:**

- a. Teacher Liaison: Full release; 200 day work year with and \$5,000 annual stipend (Change title of salary schedule from PGS Review Panel Teacher Chair to PGS Teacher Liaison)

- b. Teacher PGS Review Panel members: \$6,500 annual stipend
- c. Support Teacher Team Lead: 190 day work year and \$5,000 annual stipend
- d. Support Teacher: Full release; teacher work year with rainbow calendar; and \$5,000 annual stipend
- e. Content Mentor: \$825 prorated to time of service per Participating Teacher in the PGS assigned to them for assistance, not to exceed six (6) teachers

**AGREE:**

**For the District:**

**For the Association:**

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**Kyley Ybarra**                      **Date**  
**Assistant Superintendent,**  
**Department of Personnel –**  
**Leadership & Development**

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**David Watring**                      **Date**  
**PGS Lead Support Teacher**  
**Chair, RCTA Negotiations Team**