

MEMORANDUM OF UNDERSTANDING BETWEEN  
LOS GATOS-SARATOGA UNION HIGH SCHOOL DISTRICT AND  
DISTRICT TEACHERS ASSOCIATION

Initiation of Phase 4

This Memorandum of Understanding (MOU) addresses the parties' agreements pertaining to initiating Phase 4 of the LGSUHSD Reopening Plan ("Plan"). Nothing in this MOU applies to implementation of any other phase of the Plan.

This agreement is formulated with an understanding of the appropriate regulations of the California Department of Public Health (CDPH) and the County of Santa Clara Public Health Department (SCPHD). Therefore, this agreement shall be applied and enforced in concert with those regulations and the terms of the Collective Bargaining Agreement (CBA), and shall be considered supplemental to those provisions.

**Initiation of Phase 4A (5 Day Week- In Person Learning with Concurrent Instruction via Live Simulcast)**

The parties agree to initiate Phase 4A on May 3, 2021 according to the following conditions:

- A. The decision to establish the start date of May 3, 2021 is based upon the parties' understanding of current SCPHD Department's coronavirus risk assessments at the time this agreement was signed. Because of the dynamic nature of coronavirus conditions within the County and probable future changes in those health risk ratings and the mitigation factors for in-person instruction, the parties will meet, within 24 hours upon request, if there is any significant change in the SCPHD's coronavirus risk conditions or state regulations occurring after the signing of this agreement, including mandatory distance requirements and color tier status. The purpose of any such meeting will be to negotiate in good faith over the impact of the health risks change upon mandatory subjects of bargaining, and to consult on educational policy to the extent required by law.
  
- B. In-Person Work Schedule and Hours of Work
  - 1. Beginning May 3, 2021, the work hours and work schedule for unit members will be based on fulfilling the requirements of the attached student schedule. (See "Attachment #1: LGSUHSD Bell Schedule -- May 3, 2021,").
  - 2. Each unit member shall be on campus for the in-person instruction and respective duties, unless excused by the site or District administration.
  - 3. For in-person instruction, teachers should report no fewer than 15 minutes before the start of their first class.
  - 4. Teachers will provide simultaneous instruction for students in the classroom and students remaining at home for the duration of each period. Advisory will be asynchronous (no live check in). Office hours will be provided to students and scheduled at the discretion of the teacher.

5. The 2020-21 regular meeting schedule will be suspended, except for necessary end of year meetings and department meetings to assist with building master schedules. The PD day on June 3rd will be a teacher work day.
6. Employees are not mandated to participate in the in-person graduation.
7. Employees with medical notes and approved accommodations through the interactive process for circumstances which prevent them from returning to campus in Phase 4A will be accommodated which may include providing instruction remotely to their classes with a certificated or classified employee present physically.
8. Safety protocols in Phase 4A will be consistent with any updated requirements or guidelines issued by CDPH or SCDPH.

C. Beginning Regular Instructional Calendar for 2021-2022

Conditions permitting, the 2021-2022 school year will start August 11, 2021 and the hours and work schedule will be consistent with the Collective Bargaining Agreement (CBA).

This MOU is non-precedent setting and shall expire automatically on June 4, 2021.

***Carrie Bosco, 4/19/21***

Chief Negotiator for LGSUHSD

***Marcy Cooper, 4/19/21***

Chief Negotiator for the DTA

# Appendix A

Monday	Tuesday	Wednesday	Thursday	Friday
<b>Student Group-</b> remote	<b>Student Group-</b> remote	<b>Student Group-</b> remote	<b>Student Group-</b> remote	<b>Student Group-</b> remote
<b>Student Group-</b> in person	<b>Student Group-</b> in person	<b>Student Group-</b> in person	<b>Student Group-</b> in person	<b>Student Group-</b> in person
<b>Period 1</b> 8:30-9:45 (75 mins)	<b>Period 2</b> 8:30-9:45 (75 mins)	<b>Period 1 or 2</b> 8:30-9:20 (50 mins)	<b>Period 1</b> 8:30-9:45 (75 mins)	<b>Period 2</b> 8:30-9:45 (75 mins*)
<b>Passing</b> 9:45-10:00 (15 mins)	<b>Passing</b> 9:45-10:00 (15 mins)	<b>Passing</b> 9:20-9:35 (15 mins)	<b>Passing</b> 9:45-10:00 (15 mins)	<b>Passing</b> 9:45-10:00 (15 mins)
<b>Period 3</b> 10:00-11:15 (75 mins)	<b>Period 4</b> 10:00-11:15 (75 mins)	<b>Period 3 or 4</b> 9:35-10:25 (50 mins)	<b>Period 3</b> 10:00-11:15 (75 mins)	<b>Period 4</b> 10:00-11:15 (75 mins*)
<b>Passing</b> 11:15-11:30 (15 mins)	<b>Passing</b> 11:15-11:30 (15 mins)	<b>Passing</b> 10:25-10:40 (15 mins)	<b>Passing</b> 11:15-11:30 (15 mins)	<b>Passing</b> 11:15-11:30 (15 mins)
<b>Period 5</b> 11:30-12:45 (75 mins)	<b>Period 6</b> 11:30-12:45 (75 mins)	<b>Period 5 or 6</b> 10:40 -11:30 (50 mins)	<b>Period 5</b> 11:30-12:45 (75 mins)	<b>Period 6</b> 11:30-12:45 (75 mins*)
<b>Lunch</b> 12:45- 1:15 (30 mins)	<b>Lunch</b> 12:45- 1:15 (30 mins)	<b>Passing</b> 11:30-11:45 (15 mins)	<b>Lunch</b> 12:45- 1:15 (30 mins)	<b>Lunch</b> 12:45- 1:15 (30 mins)
<b>Passing</b> 1:15-1:30(15 mins)	<b>Office Hours</b> 1:15-2:35 (90 mins)	<b>Period 7</b> 11:45-12:35 (50 mins)	<b>Passing</b> 1:15-1:30(15 mins)	<b>Office Hours</b> 1:15-2:35 (90 mins)
<b>Period 7</b> 1:30-2:45 (75 mins)		<b>Grab &amp; Go Lunch for 7th Period Students</b> 12:35- 1:05 (30 mins)	<b>Period 7</b> 1:30-2:45 (75 mins)	
<b>Academic/Mental Health Support</b> Teacher/Counselor office hours as needed, mentoring, peer tutoring, individual/group counseling, academic tutoring	<b>Academic/Mental Health Support</b> Teacher/Counselor office hours as needed, mentoring, peer tutoring, individual/group counseling, academic tutoring	<b>Asynchronous Advisory</b> (30 mins)	<b>Academic/Mental Health Support</b> Teacher/Counselor office hour as needed, mentoring, peer tutoring, individual/group counseling, academic tutoring	<b>Academic/Mental Health Support</b> Teacher/Counselor office hours as needed, mentoring, peer tutoring, individual/group counseling, academic tutoring