

E.7.b

**MEMORANDUM OF UNDERSTANDING
by and between the
SAN DIEGO UNIFIED SCHOOL DISTRICT
and the
SAN DIEGO EDUCATION ASSOCIATION**

June 16, 2005

The District and the Association agree that best practice for the conduct of required meetings would show the following elements:

- That meeting agendas are relevant and incorporate appropriate items related to the specific needs of the school.
- Those meetings are to be well structured and have agendas that are honored and closely followed.
- Meetings begin and conclude on time.
- Agenda items at the meeting should be germane to the individuals required to be at the meeting.

Given these elements it is understood that during a given month teachers would normally be required to attend and participate in a departmental/grade level meeting, a staff meeting, and standing committees (no more than one) that are ongoing.

An additional meeting may be called to address issues that cannot be accommodated through inclusion on the agenda of a regularly scheduled site meeting.

In the event the level of complaints from teachers at a site demonstrates that there is general concern regarding the number of meetings, the SDEA Association Representative will schedule a meeting with the Site Principal/ Department Head to determine if there are an unreasonable number of meetings occurring at the site. Should the meeting between the AR and the principal not result in a satisfactory resolution; the matter will be referred to the SDEA CAC for consideration and resolution.

If the SDEA CAC is unable to resolve the issue, SDEA can utilize the grievance process. (Example Joint Caseload Committee)

Staff Development that occurs on a modified day and ends by the contract day (6 hrs 35 mins.) does not count as a meeting for purpose of this agreement. If staff is released from assignment to attend staff development it does not count as a meeting.

Approved in public meeting of the
Board of Education of the San Diego
Unified School District on 7/12/05
Cheryl Ward
Cheryl Ward, Board Action Officer,
Board of Education

FOR THE DISTRICT:

FOR THE ASSOCIATION:

Robert A. ... June 16/05
DATE

Robin ... 16 June 2005
DATE