

E.7.2

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

**June 16, 2005**

The parties recognize the need for teachers to provide planned learning experiences for their students. Part of that responsibility includes the development of written lesson plans that may, at times, be required to be submitted for an identified need.

Unit members shall be informed of the purpose, frequency and duration that lesson plans will be required to be submitted. Unit members shall be provided timely feedback, verbal and/or written, pertinent to the identified purpose.

Lesson plans, when required to be submitted, shall allow for individualized formats. If a standardized format is identified, then the supervisor shall meet with any unit member that needs to submit the lesson plan in an alternative format. The supervisor and unit member shall work together to mutually establish a format that contains common lesson plan elements and meets the purpose for which the lesson plans are being submitted.


Should agreement not be achieved, recommendations from a third party shall be solicited. The supervisor and unit member shall attempt to mutually agree upon the third party. Failing agreement, the administrator's supervisor shall select an appropriate third party from any of the following categories of job classifications: teacher, specialist, consultant, coordinator, director, or assistant director. The third party shall make recommendations to the supervisor and unit member.

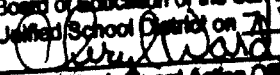
If the recommendations of the third party do not resolve the disagreement, the administrator's supervisor, in consultation with the Contract Administration Committee, shall make the final decision after considering the recommendations of the third party, and if requested, meeting with the supervisor and unit member.

**FOR THE DISTRICT:**

**FOR THE ASSOCIATION:**

 June 16/05  
DATE

 16 June 2005  
DATE

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