



Memorandum of Understanding

between

the Saugus Union School District

and

the Saugus Teachers' Association

June 16, 2020

Distance Learning Teacher Selection Criteria

The Saugus Union School District (SUSD) and the Saugus Teachers' Association (STA) tentatively agree to the Memorandum of Understanding subject to the approval of the Saugus Union School District Governing Board and the membership of STA. The Memorandum of Understanding, once approved by both parties, will become effective for the 2020-21 school year.

SUSD expects to provide an online distance learning platform for students during the 2020-2021 school year. The selection of teachers for the distance learning platform will be as follows:

1. Required written medical/doctor authorization stating that the teacher must remain isolated from others due to either a medical condition or age that puts the teacher in a high-risk category for COVID-19.
2. Seniority date (original hire date as a teacher in SUSD).
3. EL Authorization
4. Special Education Credential (if Special Education position is needed in distance learning platform)
5. Certification/Authorization to teach in a specific program (TIDES, TK ECE units, BCLAD, etc.)
6. Other credentials held (reading specialist, counseling, administrative, etc.)
7. Education level (doctorate, masters, bachelors) not based on column.

Excess of Qualified Teachers:

If too many teachers are eligible to teach in the distance learning platform due to medical conditions and/or age, criteria 2-7 will be used as tie breaking criteria. In the event two (2) or more teachers are equal after considering all above criteria, numbers will be pulled from a hat. The lowest number drawn will be the first teaching position placed in the distance learning platform.

Enrollment Fluctuations:

If enrollment fluctuates at any SUSD school sites including the distance learning platform, SUSD will use the STA-SUSD Collective Bargaining Agreement Article 14.6 – Administrative Transfers to place teachers at sites or the distance learning platform.

Deadlines/Timelines:

- Doctor's notes must be submitted to the SUSD Human Resources Department no later than July 24, 2020 to be considered for placement in the distance learning platform.
- If necessary, volunteers will be solicited for the distance learning platform and/or transfers to school sites beginning on July 27, 2020.
- Teachers will be notified about their school and/or grade level placement by July 31, 2020.
- If major fluctuations in enrollment occur after the opening of the school year, STA-SUSD Collective Bargaining Agreement Article 14.6 will be enforced.

This Memorandum of Understanding will remain in effect for the 2020-21 school year only.

DocuSigned by:

Jennifer Stevenson

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Assistant Superintendent Human Resources
Saugus Union School District

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Steven Goldstein

Steve Goldstein

STA Representative