

**APPENDIX J.1**

**MEMORANDUM OF UNDERSTANDING**

**2020-2021 PROFESSIONAL DEVELOPMENT DAYS AND TEACHER PREPARATION DAY**

For the 2020-2021 school year, the parties agree to a continuation of district-wide and site-based professional development and teacher preparation during the first week. School sites must decide the focus of each of the days based on consensus achieved through the site's Instructional Council.

PD for the specialized role groups listed will be July 17<sup>th</sup> (Friday) for Alternative Calendars and Extended School Year B and August 10<sup>th</sup> (Monday) for Traditional Calendars and Extended School Year A.

	<b>Alternative (Year Round) schools</b>	<b>Extended School Year A</b>	<b>Extended School Year B</b>	<b>Traditional Calendar schools</b>
	Cochiti, Eugene Field, M.A. Binford, Mark Twain, Oñate, S.R. Marmon	Barcelona, Carlos Rey, Duranes, Marie Hughes, Pajarito, Sierra Vista	Hawthorne, Kirtland, Kit Carson, Los Padillas, Mountain View, Navajo, Tomasita, Whittier, School on Wheels Magnet School	All schools that have not been identified as having a different calendar.
Registration, staff orientation, professional development* and one day for teacher preparation.	July 14, 15, 16, 17, & 20, 2020	July 29-31 and Aug. 3-4, 2020	July 14-17 & 20, 2020	Aug. 5-7 and 10-11, 2020
Students return to school.	Tuesday, July 21, 2020	Wednesday, Aug. 5, 2020	Tuesday, July 21, 2020	Aug. 12, 2020
Semester Professional Development Day	Jan. 4, 2021 2/3 of day spent on site-based PD and 1/3 of day for teacher preparation.			

During the first five (5) days of each calendar Instructional Councils will work with the staff on a schedule that includes:

- Helping with student registration: staff should be assigned in shifts that do not interfere with other obligations for no more than ½ a day.
- Staff orientation: no more than ½ a day
- Site-directed professional development\*
- District-directed professional development-one full day on July 17<sup>th</sup> (Friday) for Alternative Calendars and Extended School Year B and August 10<sup>th</sup> (Monday) for Traditional Calendars and Extended School Year A.
- Preparation time: one day

\*Site-directed professional development planning should connect with the Teacher Leader Facilitators (TLF). The TLF is an instructional leader who collaborates with the instructional council and administration to provide support for the professional development needs at the school level in conjunction with school goals and individual adult learning needs.

\*All site-based professional development will be planned based on staff needs and interests by consensus achieved through the site's Instructional Council with the exception of the following district-directed PD for specific role groups:

- Audiologists
- School Psychologists
- Librarians
- Nurses
- Head Teachers
- Social Workers
- PE Teachers
- APE Teachers
- Fine Arts Teachers (all levels)
- SLPs, OTs and PTs
- Transition Specialists
- IEP Specialists
- IGS1 and IGS2 (7/17 or 8/10)
- SCS2 and SCS3 (7/17 or 8/10)
- SES1 and SES2 (7/17 or 8/10)
- Pre-K/Developmental Pre-K (7/17 or 8/10)

Specific Role Group PD sessions will be held one time district-wide on Monday, August 10th unless otherwise noted.