

**APPENDIX J.1**  
**MEMORANDUM OF UNDERSTANDING**  
**2021-2022 PROFESSIONAL DEVELOPMENT DAYS AND TEACHER PREPARATION DAY**

For the 2021-2022 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.

Registration, staff orientation, professional development* and one day for teacher preparation.	194-day calendar (ELTP) July 28-30 and August 2 and 3, 2021
	184-day calendar Aug. 4-6 and 9-10, 2021
Students return to school.	194-day calendar (ELTP) August 4, 2021
	184-day calendar August 11, 2021
Semester Professional Development Day	Jan. 3, 2022 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 for ELTP sites is Monday, August 2<sup>nd</sup> and for the 184-day calendar schools it is Monday, August 9<sup>h</sup> – pending additional guidance from the PED.
- 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.

PD for the specialized role groups listed below will be Monday, August 9<sup>th</sup>.

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| <ul style="list-style-type: none"> <li>• Audiologists</li> <li>• Librarians</li> <li>• Nurses</li> <li>• Head Teachers</li> <li>• Social Workers</li> <li>• Counselors</li> <li>• APE Teachers</li> <li>• Fine Arts Teachers (all levels)</li> </ul> | <ul style="list-style-type: none"> <li>• SLPs, OTs and PTs</li> <li>• IEP Specialists</li> <li>• IGS1 and IGS2</li> <li>• SCS2 and SCS3</li> <li>• SES1 and SES2</li> <li>• Pre-K/Developmental Pre-K</li> <li>• CTE teachers</li> </ul> |
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School Psychologists, Transition Specialists and Diagnosticians will have one day of PD during the first week the role groups are on contract.