

MOU COVID-19 Return to In-Person Instruction RCTA

Phase 2-5

Addendum to MOU

The following items will be folded into the MOU dated 10/5/2020.

RSP Teachers (Site Assigned)

- On days with scheduled IEPs, RSP teachers may work remotely.
- Sites will provide RSP teachers and their Instructional Assistants with headsets.
***RSP teacher assignment is unique from other in person teacher positions since they serve students across hybrid and virtual programs.

Counselor Duties

- The team recognizes the critical role school counselors play in the social/emotional and academic development of students. For this reason, they will not be assigned to duties outside of addressing student's social/emotional and academic needs, such as temperature checks and supervision.
- On the days there are no students on campus, school counselors will have the opportunity to work remotely.
- School counselors will be able to leave campus after dismissing their students and work remotely for the remainder of the contractual day. This can not impact or interfere with their ability to attend virtual meetings such as but not limited to IEPs, Staff, Department, etc. Employees must be accessible to parents, administration and able to fulfill their duties during their work day.

APE Teachers

- During Phases 2 and 3 all APE teachers will continue to work virtually, and their job responsibilities will be able to be performed remotely.
- APE teachers will use their professional judgment and collaborate with the classroom to adjust their schedules to ensure instruction does not interfere with in-person class time.

Special Education Assessments

- Assessors will have access to a variety of virtual assessment tools including Presence Learning Platform, Q-Library & SANDI. All assessment materials are to be used at the professional discretion of the provider.
- Virtual Assessment tools are not to be utilized prior to completion of training.
- It is at the discretion of the provider to determine if a virtual or in-person assessment is to be utilized. In-person assessments can begin while the district is still in Distance Learning mode. If a provider elects to do an in-person assessment, the [In-Person Assessment Procedures](#) must be utilized.

Schedules for the following groups:

- Elementary Mild/Mod Special Ed Hybrid Schedules for Phase 2 & 3
- Elementary SPECIAL ED Hybrid Special Day Class (SDC) Structured Therapeutic Program Phase 2 & 3
- Preschool SDC Special Ed Hybrid Schedules (Sunshine + Satellites) Phase 2 & 3
- Head Start and State Preschool
- Early Impact Infant/Toddler Care at Lincoln High School

All components of the current Collective Bargaining Agreement (CBA) between RCTA and RUSD not addressed by the terms of this agreement shall remain in full effect.

This agreement is non-precedent setting.

It is agreed and understood this agreement is subject to RCTA review and the approval of the Board of Education.

This MOU shall expire on May 28, 2021.

FOR THE DISTRICT



Kyley Ybarra
Assistant Superintendent, Personnel
Riverside Unified District

FOR THE RCTA



Laura Boling
President
RCTA

Elementary Mild/Mod Special Ed Hybrid Schedules Phase 2 and Phase 3

**Elementary (TK-6) SPECIAL EDUCATION Special Day Class
Mild Moderate
Hybrid Schedule - In-person Schedule
Phase 2
*Tuesday & Thursday at School***

Possible Times^	Teacher Day	In Person - Student Day Mon/Tues & Thurs/Fri 8:30-2:30
7:45-8:00	Teacher Arrival	
8:00-8:50	Teacher Prep	
8:50-9:15	Welcome Students to Classroom	Student Arrival to School
9:15-9:45	Bell schedules for recesses and lunch will vary by school and by grade Teacher to determine instructional schedule (including ELD)	Bell schedules for recesses and lunch will vary by school and by grade Student In-person Day as Determined by Teacher
9:45-10:15		
10:15-10:45		
10:45-11:15		
11:15-11:45		
11:45-12:15		
12:15-12:45		
12:45-1:15		
1:15-1:45	Dismissal	Dismissal
2:30-3:45	Teacher Prep	

Elementary (TK-6) SPECIAL EDUCATION Special Day Class

Mild Moderate

Hybrid Schedule - In-person Schedule

Phase 2

Monday & Friday Distance Learning

Times	TK/K	1	2	3	4	5	6
8:00 - 8:30am	Opening, Social-Emotional Check In Optional M/F						
8:30 - 9:00am	Small Group / Indep. Activity	Small Group / Indep. Activity	Live/ELD	Live/ ELD	Small Group / Indep. Activity	Small Group / Indep. Activity	Small Group / Indep. Activity
9:00 - 9:30am					Live /ELD	Live/ELD	Live/ELD
9:30 - 10:00am							
10:00 - 10:30am	Break	Break	Break	Break	Break	Break	Break
10:30 - 11:00am	Live/ELD	Live/ELD	Small Group / Indep. Activity	Small Group / Indep. Activity			
11:00 - 11:30am					Small Group / Indep. Activity	Small Group / Indep. Activity	Small Group / Indep. Activity
11:30 - 12:00pm	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
12:00 - 12:30pm							
12:30 - 1:00pm	Live/ELD	Live/ELD	Small Group / Indep. Activity	Small Group / Indep. Activity	Lunch	Lunch	Lunch
1:00 - 1:30pm							
1:30 - 2:00pm	Parent/ Student Consult time		Live/ELD	Live/ELD	Live/ELD	Live/ELD	Live/ELD

Elementary (TK-6) SPECIAL EDUCATION Special Day Class

Mild Moderate
Hybrid Schedule - In-person Schedule
Phase 2 and 3
Wednesday

Times	All Grades
8:00 - 8:30am	Live Class Opening, Social-Emotional Check-In Required on Wednesday
8:30 - 9:00am	English Language Development (ELD)
9:00 -10:00am	Small Group Instruction (Reteach/Enrichment)
10:00 - 10:30am	Office Hours (teacher)/Independent Activity (student)
10:30 - 11:00am	
11:00 - 11:30am	
11:30 - 12:15pm	
12:15 - 12:45pm	
12:30 - 1:00pm	Suggested Lunch
1:00 - 1:30pm	Independent Activity

Elementary (TK-6) SPECIAL EDUCATION Special Day Class
Mild Moderate
Hybrid Schedule - In-person Schedule
Phase 3
Monday /Tuesday & Thursday / Friday at School

Possible Times[^]	Teacher Day	In Person - Student Day Mon/Tues & Thurs/Fri 8:30-2:30
7:45-8:00	Teacher Arrival	
8:00-8:50	Teacher Prep	
8:50-9:15	Welcome Students to Classroom	Student Arrival to School
9:15-9:45	Bell schedules for recesses and lunch will vary by school and by grade Teacher to determine instructional schedule (including ELD)	Bell schedules for recesses and lunch will vary by school and by grade Student In-person Day as Determined by Teacher
9:45-10:15		
10:15-10:45		
10:45-11:15		
11:15-11:45		
11:45-12:15		
12:15-12:45		
12:45-1:15		
1:15-1:45		
1:45-2:15		
2:15-2:30	Dismissal	Dismissal
2:30-3:45	Teacher Prep	

Elementary (TK-6) SPECIAL EDUCATION Special Day Class (SDC)

**Structured Therapeutic Program
Hybrid Schedule - In-Person Schedule**

PHASE 2

Monday/Tuesday & Thursday/Friday at School (am)

Possible Times[^]	Teacher Day	In Person - Student Day Mon/Tues & Thurs/Fri 8:30-2:30
7:45-8:00	Teacher Arrival	
8:00-8:30	Teacher Prep	
8:30-8:45	Welcome Students to Classroom	Student Arrival to School
8:45-11:15	Instruction 15 min Break (Schedule w/Site Admin)	Instruction 15 min Recess/Break
11:15-11:30	Get Lunches and Load the Busses	Get Meals and Load the Busses
11:30-12:05	Teacher Lunch	Students Transported Home
12:05-12:45	Consultations/Teacher Prep	Student Lunch
12:45-2:15	Small Group/Independent Activity	Small Group/Independent Activity
2:15-2:30		
2:30-3:45	Teacher Prep	

Elementary (TK-6) SPECIAL EDUCATION Special Day Class (SDC)

**Structured Therapeutic Program
Hybrid Schedule - In-Person Schedule**

PHASE 2

Monday/Tuesday & Thursday/Friday at School

Possible Times^	Teacher Day	In Person - Student Day Mon/ Tues & Th/F 8:00-2:00
7:45-8:00	Teacher Arrival	
8:00-8:30	Teacher Prep	
8:30-8:45	Welcome Students to Classroom	Student Arrival to School
8:45-9:45	Bell schedules for recesses and lunch will vary by school and by grade Student In-Person Day as Determined by Teacher	Bell schedules for recesses and lunch will vary by school and by grade Student In-Person Day as Determined by Teacher
9:45-10:15		
10:15-10:45		
10:45-11:15		
11:45-12:15		
12:15-12:45		
12:45-1:15		
1:15-2:00		
2:00-2:15	Dismissal	Dismissal

Preschool SDC Special Ed Hybrid Schedules (Sunshine + Satellites) Phase 2 and Phase 3

PHASES 2 & 3 -- AM Program

**Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
M/Tu (In-Person) (AM Class Split into two small groups)**

Possible Times^	Teacher Day	In-Person - Student Day Mon/Tues (AM Cohort) 7:30-10:00 (Group 1) 10:50-1:20 (Group 2)
7:25	Teacher Arrival	
7:30-7:45	Welcome Students to Classroom	Group 1 Students Arrival to School
7:45-9:45	Instruction	Instruction 15 min Recess/Break
9:45-10:00	Get Meals and Load the Buses	Get Meals and Load the Buses
10:00-10:15	Room Preparation for Group 2	Students Transported Home
10:15-10:50	Teacher Lunch	
10:50-11:05	Welcome Students to Classroom	Group 2 Students Arrival to School
11:05-1:05	Instruction	Instruction 15 min Recess/Break
1:05-1:20	Get Meals and Load the Buses	Get Meals and Load the Buses
1:20-2:15	Teacher Prep	Students Transported Home
2:15-3:25	Small Group/Independent Activity	Small Group/Independent Activity *dependent on student need

PHASES 2 & 3 -- AM Program

**Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
Th/F (Distance Learning)**

Possible Times^	Teacher Day	<u>Distance Learning - Student Day</u> Thurs/Fri (AM Cohort)
7:25	Teacher Start time	
7:30-11:15	Instruction Begins Following the Distance Learning Schedules by program and teacher	Instruction Begins Following the Distance Learning Schedules by program and teacher
11:15-11:50	Teacher Lunch	
11:50-12:30	Student/Family Consultations As Needed	
12:30-1:15	Shared Teaching	
1:15-3:25	Teacher Prep/Consultations	

PHASES 2 & 3 WEDNESDAY SCHEDULE--AM Program
Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
Wednesday

Possible Times^	AM Classes, All Programs
7:25-9:00	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)
9:00-10:30	Daily Live Interaction
10:30-12:30	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)
12:30-1:15	Suggested Lunch
1:15-3:25	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)

PHASES 2 & 3 -- PM Program

**Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
M/Tu Distance Learning**

Possible Times^	Teacher Day	<u>Distance Learning - Student Day</u> M/Tu (PM Cohort)
7:45-9:55	Teacher Prep/Consultations	
9:55-10:40	Shared Teaching	
10:40-11:15	Teacher Lunch	
11:15-3:00	Instruction Begins Following the Distance Learning Schedules by program and teacher	Instruction Begins Following the Distance Learning Schedules by program and teacher
3:00-3:45	Student/Family Consultations As Needed	

PHASES 2 & 3 -- PM Program

**Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
Th/F (In-Person) (PM Class Split into two small groups)**

Possible Times^	Teacher Day	<u>In-Person - Student Day</u> Thurs/Fri (PM Cohort) 9:30-12:00 (Group 1) 12:50-3:20 (Group 2)
7:45-9:05	Small Group/Independent Activity	Small Group/Independent Activity *dependent on student need
9:05-9:30	Teacher Prep	Students Transported to School
9:30-9:45	Welcome Students to Classroom	Group 1 Students Arrival to School
9:45-11:45	Instruction	Instruction 15 min Recess/Break
11:45-12:00	Get Meals and Load the Buses	Get Meals and Load the Buses
12:00-12:15	Room Preparation for Group 2	Students Transported Home
12:15-12:50	Teacher Lunch	
12:50-1:05	Welcome Students to Classroom	Group 2 Students Arrival to School
1:05-3:05	Instruction 15 min Break (Schedule w/Site Admin)	Instruction 15 min Recess/Break
3:05-3:20	Get Meals and Load the Buses	Get Meals and Load the Buses
3:20-3:45	Teacher Prep	

PHASES 2 & 3 WEDNESDAY SCHEDULE--PM Program
Preschool SPECIAL EDUCATION SDC (Hybrid Learning Schedule) (Sunshine + Satellites)
Wednesday

Possible Times^	PM Classes, All Programs
7:45-9:00	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)
9:00-10:30	Daily Live Interaction
10:30-12:30	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)
12:30-1:15	Suggested Lunch
1:15-3:45	Prep/Collaboration/Assessments (teacher)/Independent Activity (Student)

Head Start and State Preschool
Return to In-Person Attendance at the School Site

Phase 3 - 2 days a week

- No more than 13 students, one Preschool Teacher and two Preschool Instructional Assistants per in-person classroom.
- In-Person Instruction: Students will attend school in-person two days a week for two hour sessions.
- Additional PPE will be provided to the preschool staff.
- Virtual Instruction: Students who will continue to engage in distance learning only per parent/guardian request, will have the opportunity to engage in 30-45 minute live virtual sessions two days a week.
- Class times will vary depending on the school site.

Schedule:

- Monday: AM class. 2 hours in-person attendance
PM class. 30-45 minute live virtual session
- Tuesday: AM class. 2 hours in-person attendance
PM class. 30-45 minute live virtual session
- Wednesday: Staff Preparation, Professional Development, Cleaning and Sanitizing
- Thursday: AM class. 30-45 minute live virtual session
PM class. 2 hours in-person attendance
- Friday: AM class. 30-45 minute live virtual session
PM class. 2 hours in-person attendance

Phase 4 - 2 days a week

Schedule:

- Monday: AM class. 2.5-3.5 hours in-person attendance
PM class. 30-45 minute live virtual session
- Tuesday: AM class. 2.5-3.5 hours in-person attendance
PM class. 30-45 minute live virtual session
- Wednesday: Staff Preparation, Professional Development, Cleaning and Sanitizing
- Thursday: AM class. 30-45 minute live virtual session
PM class. 2.5-3.5 hours in-person attendance
- Friday: AM class. 30-45 minute live virtual session
PM class. 2.5-3.5 hours in-person attendance

Phase 5

- In-Person Instruction 5 days a week will occur when health and safety conditions allow for a return to “typical” school operations.

Early Impact Infant/Toddler Care at Lincoln High School
Return to In-Person Attendance at the School Site

Phases 3 and 4 - 4 days a week

- The Early Impact Program at Lincoln High School utilizes three different funding sources including district Title I. The Riverside County Office of Education also partners with the district to apply California General Care Care and Development (CCTR) and Early Head Start Child Care Partnership funding. All state and federal rules and regulations must be followed.
- The infant class will have no more than 8 children in the in-person classroom.
- The toddler class will have no more than 8 children in the in-person classroom.
- Each child will attend the program 4 days a week.

- The same drop off and pick up procedures outlined above for Head Start and State Preschool will be followed.
- Meals/bottles will be given during class time.
- The infants and toddlers will not be wearing face coverings.
- Additional PPE will be provided to the Early Impact Program staff.
- All applicable guidelines outlined in the Riverside Unified School District 2020-2021 In-Person Attendance Guide will be followed.

Schedule:

- Monday, Tuesday, Thursday, Friday
 - 8:00 AM to 1:30 PM
 - Modify schedule as needed for Lincoln High School students (ex. 9:15 AM to 2:20 PM)
- Wednesday
 - Cleaning
 - Sanitizing
 - Staff Development
 - Staff Collaboration
 - Parent Meetings
 - Planning
 - Virtual Sessions as needed

Phase 5

- In-Person Instruction 5 days a week will occur when health and safety conditions allow for a return to “typical” school operations.