

**Memorandum of Understanding Between
The Burbank Unified School District (BUSD)
And The Burbank Teachers Association (BTA)**

Creation of a Special Education Committee for the 2015/2016 school-year

The above parties agree that for the 2015/2016 school-year a joint BUSD and BTA committee will be created. The committee will consist of five (5) BTA members: one preschool teacher, one elementary teacher, one middle school teacher, one high school teacher and one speech and language pathologist. The BUSD team will consist of the Special Ed Director, Coordinator and one other member chosen by BUSD. The committee will meet quarterly during the 2015/2016 school-year, with the option of additional meetings if either team deems it necessary. Upon agreement between the parties, each party may bring in another person if the meeting requires key information to find a resolution. The committee will problem solve and review the following items and/or hot topics as determined by a survey given in the fall to all SPED teachers.

- Special Day Classes (SDC) class sizes and issues related to SDC
- Issues related to Resource Specialist Programs (RSP)
- Other Special Education issues that may arise

Before or at the first meeting, a form to report the outcome of each meeting will be developed jointly by both parties. At the end of each meeting the committee will use the form to summarize the discussion and report on any resolutions that were reached. An electronic copy of this form will be sent to the Director of Human Resources and the BTA bargaining chair. Any resolved item will be signed by the committee members and subject to review by the Director of Human Resources and BTA Bargaining Chair. Unresolved issues will be referred to bargaining.


Agreed to this 30th day of September, 2015

FOR BURBANK TEACHERS
ASSOCIATION



Dana Ragle
BTA Bargaining Team

FOR BURBANK UNIFIED
SCHOOL DISTRICT



Anita Schackmann
HR Director BUSD