

MEMORANDUM OF UNDERSTANDING BETWEEN THE CLEVELAND METROPOLITAN SCHOOL
DISTRICT AND THE CLEVELAND TEACHERS UNION, AFT LOCAL 279, AFL-CIO
REGARDING THE IMPLEMENTATION OF
PLANNING CENTERS

The Memorandum of Understanding ("MOU") between the Cleveland Metropolitan School District ("the District") and the Cleveland Teachers Union, AFT Local 279, AFL-CIO, ("CTU") memorializes the District and CTU's shared commitment to continue the current collaborative working relationship and thus enhance the shared responsibility to provide quality educational opportunities for all District students.

The District recognizes that all provision in the 2010-2013 Collective Bargaining Agreement between the District and CTU and future Collective Bargaining Agreements as ratified, as well as other binding agreements on the CTU and the District in the form of Memoranda of Understanding (hereinafter collectively "CBA") shall remain in full force and effect.

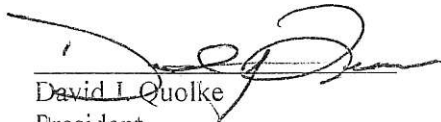
Planning Centers were developed by the District's Humanware Executive Committee, which include members of the District leadership team and members of the CTU Executive Board. Planning Centers are designed to replace the Alternative to Suspension (ATSP) Room. The Planning Center provides support and interventions for students, teachers and families. These supports and interventions will help prevent the escalation of inappropriate student behaviors by addressing academic, emotional, or behavioral issues before they become crises. The Planning Center will serve as an alternative space within the school that provides a temporary cooling down period as well as provide intervention/alternative coping strategies for students.

1. The school support personnel employee (school psychologist, school nurse or school counselor) assigned to the Student Support Team (SST), by the District shall meet with the Planning Center Instructional Aide (PCIA) weekly for a period of 45 - 60 minutes to discuss student support and interventions. The day and time of the weekly meeting shall be mutually agreed upon by the principal, school support personnel employee and the PCIA. If the meeting occurs before or after school, the school support personnel employee will be paid the in-service instructor rate for the meetings. Any part of an hour will be considered an hour. Additionally, the Principal shall submit a roster of the school's team members and the school's meeting schedule to the Humanware Executive Committee no later than December 17, 2011.
2. The PCIA's day consists of 7-3/4 hours excluding a 30-minute duty free lunch. The principal and the PCIA shall mutually agree to a schedule which includes a duty free lunch, two personal needs times of fifteen (15) minutes each and a forty-five (45) minute duty free planning period. This planning period must be scheduled before or after school to record office referral information with or without the electronic system (i.e., schoolnet), and to attend to all PC activities (including Right of Removal). Guidelines and instructions will be mutually developed by the Humanware Executive Committee outlining PCIA documentation procedures. Included in the guidelines will be statements regarding access to student records.
3. Planning Centers servicing students in K-8 shall not service more than fifteen (15) students within a single class period. Planning Centers servicing Grades 9 -12 shall not service more than twenty (20) students during any single class period.
4. The Humanware Executive Team recommends the use of a Planning Center Floor Plan that is conducive to de-escalation and completion of assigned work.

5. PCIA's will attend monthly professional development seminars coordinated by the District's Humanware Executive Committee and CTU. The District shall provide a substitute (paraprofessional or classroom coverage compensation for teachers, or additional release time for paraprofessionals) for each school during the monthly seminars. Guidelines regarding the role of support staff members will be mutually developed to ensure that the paraprofessionals receive ongoing guidance and support from professional staff. Ongoing coaching, consultation, and support for paraprofessionals by qualified CMSD staff must be available to address student behavior, mental health needs, and appropriate academic functioning.
6. This Memorandum of Understanding expires June 30, 2012.

Signed and agreed upon by:

By:



David L. Quolke
President
Cleveland Teachers Union

10/18/11
Date

By:



Eric Gordon
Chief Executive Officer
Cleveland Metropolitan School District

9/25/11
Date