

**Memorandum of Understanding Between
the Berkeley Unified School District and
the Berkeley Federation of Teachers
October 13, 2020**

**Extending TK-5 First Trimester and Report Card due date
Change to BFT/BUSD Previously Negotiated Calendar 2020-2021**

The first trimester will be extended from 39 to 56 days and will now end on November 6, 2020. (Changed from October 16, 2020)

The second trimester will end on March 5, 2021.

Teachers may conduct necessary assessments and observations before the end of the trimester in order to have adequate time to complete entry of report card data.

Teachers will complete report cards in time for each scheduled parent/guardian report card conference.

**Schedule for Parent-Teacher Report Card Conferences
Change to BFT/BUSD Previously Negotiated Calendar 2020-2021**

Conferences will be held from Monday, November 16 through Friday, November 20, 2020.

All conferences will be held online or via phone.

Classroom teachers will hold one whole class meeting (synchronous) at 9 am each day from Monday through Thursday. The remainder of each day will be available for conferences and preparation of synchronous and asynchronous lessons. BFT teachers who provide enrichment, ELD, intervention, and Special Education instruction will continue to provide synchronous instruction.

Friday, November 20 will be entirely devoted to conferences. Teachers will not meet with classes online or provide asynchronous work. October 30 will be a distance learning school day.

BUSD will provide 45 minutes of asynchronous work on Monday, Tuesday, Wednesday, and Thursday.

Teachers will provide sufficient asynchronous work to meet the remaining requirements on Monday, Tuesday, Wednesday, and Thursday.

There will be no staff meetings on Wednesday, November 4 or Wednesday, November 18. November 11 is a holiday.

Elementary First Trimester Report Card Revisions

BFT and BUSD agree to use a narrative format report card to follow the [attached](#) format and contents.

Further discussion and/or clarification regarding the scoring and alignment of the report cards will continue at a later date.

Informing Parents/Guardians of STAR Test Results

District Leaders will draft a brief uniform message informing parents/guardians about their child's STAR test results. The message will explain the purpose of the test and its role in Distance Learning.

The message may suggest that parents/guardians bring any questions about the STAR test results to their conference with their child's teacher where it can be discussed, along with other assessments and observations.

Teachers will deliver the message to parents/guardians at or before the time the STAR results are reported.

Middle School Conference

Middle School parent conferences for the 2020-2021 school year will be held on October 21, 27, 28 and 29. Teachers will be available for 8 hours of conferences. Specific schedules and determination of which parents to meet with will be determined by sites.

On October 21, teachers will hold regularly scheduled synchronous advisory classes, but will not meet with equity based small groups. Teachers will provide asynchronous assignments. There will be no staff meeting in order to prepare for conferences, as per existing contract language 11.2.5.1. Teachers will be available for 2.25 hours for conferences.

On October 27 and 29, teachers will not be required or expected to initiate equity based parent communication as provided in the Distance Learning schedule. Teachers will be available for .75 hours of conferences on each of those days.

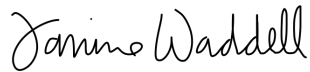
On October 28, teachers will hold regularly scheduled synchronous advisory classes, but will not meet with equity based small groups. Teachers will provide asynchronous assignments. There will be no staff meeting, as per existing contract language 11.2.5.1. Teachers will be available for 4.25 hours for conferences.

Time allotted to conferences shall be prorated based on a teacher's FTE.

All components of the current Collective Bargaining Agreement, and the August 11 , 2020 Agreement, between BFT and the District not addressed by the terms of this Agreement shall remain in full effect.

This Agreement shall expire in full without precedent on the last day of the 2020-2021 traditional school year, unless extended by mutual written agreement.

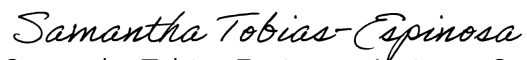
For the Berkeley Federation of Teachers



Janine Waddell, Vice President

Date 10/14/2020

For the Berkeley Unified School District



Samantha Tobias-Espinosa, Assistant Superintendent

Date 10/13/2020