

MEMORANDUM OF UNDERSTANDING BETWEEN
TRAVIS UNIFIED SCHOOL DISTRICT AND TRAVIS UNIFIED TEACHERS ASSOCIATION

Article 12 Performance Evaluation Pilot

The Travis Unified School District (District) and the Travis Unified Teachers' Association (Association) agree to the following for Article 12 – Performance Evaluation.

1. Unit members on the evaluation cycle shall pilot the proposed contract language for Article 12 and the revised evaluation tools for the 2017-2018 school year.
2. All evaluation tools (teacher, special educator, speech, counselor, librarian, nurse) must be completed and ready to use by July 1, 2017.
3. All Unit members shall be provided with a complete packet of the contract language and evaluation tools that shall be implemented during the 2017-18 pilot evaluation year by Friday, August 25, 2017.
4. All Administrators shall be thoroughly trained on how to uniformly use the proposed evaluation instruments. The training shall include the philosophy that these evaluation tools are to be used to increase communication, to provide meaningful feedback, and to improve employee performance in a collaborative environment. Administrators shall participate in a follow-up/check-in training before winter break to recalibrate and answer questions.
5. There shall be a no harm clause:

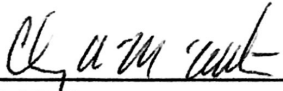
Permanent unit members who receive an overall Satisfactory rating on their Summative Evaluation during the 2017-2018 school year shall use this evaluation to satisfy their performance evaluation cycle and a copy will be placed in the unit member's file.

Permanent unit members who receive an overall Unsatisfactory or Needs Improvement rating on their Summative Evaluation during the 2017-2018 school year shall NOT have the evaluation documentation placed in their file; however, the unit member may be asked to repeat the evaluation process the following year.

6. Unit members being evaluated during the 2017-2018 school year shall be provided with mutually agreed upon opportunities and support to improve areas of unsatisfactory performance. No unsatisfactory evaluation shall be given without ongoing and shared documentation of the challenges and the support offered and received along with written documentation of the outcomes of those supports.

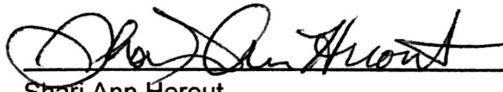
This Memorandum of Understanding shall sunset at the end of the 2017-18 school year unless extended or otherwise amended by the parties.

Dated: 5-26-17



Clay A. McAllester
Director of Human Resources
Travis Unified School District

Dated: 5-26-17



Shari Ann Herout
TUTA President
Travis Unified Teachers Association