

**PILOT MEMORANDUM OF UNDERSTANDING BETWEEN
ASSOCIATED POMONA TEACHERS AND THE
POMONA UNIFIED SCHOOL DISTRICT**

Special Education Teacher Recruitment and Retention Stipend

November 7, 2023

This pilot Memorandum of Understanding ("MOU") is entered into by the Associated Pomona Teachers and the Pomona Unified School District (District; collectively referred to herein as "the Parties").

In furtherance of the Parties' efforts to provide special education services to the District community, the District seeks to identify, hire and retain qualified APT bargaining unit members in hard-to-fill special education positions. The Parties agree that preliminary and fully credentialed bargaining unit members in the following positions shall be eligible for a retention stipend: Teacher/Special Education (Secondary Education Specialist), Teacher-Resource Specialist Program, Teacher Special Education/Special Day Class (SH Preschool) and Teacher Special Day Class. The Parties further agree that APT members serving in itinerant positions shall not be eligible for the stipend.

Special Education Retention Stipend

1. **Existing Members** - APT bargaining unit members, identified above, shall receive a five thousand dollar \$5000 stipend after the conclusion of the 2023-2024 and 2024-2025 school years. To be eligible to receive the stipend, members must complete the school year and serve at least 75% of the member's contractual student instruction work days.
2. **New Hires** - APT bargaining unit members, identified above, hired:
 - a. on or before the last day of the Fall semester, and who serve at least 75% of the member's total contractual student instruction work days and complete the school year, shall receive the five thousand dollar (\$5,000) stipend after the conclusion of the 2023-2024 or 2024-2025 school years.
 - b. on or after the first day of the Spring semester, and who serve at least 75% of the member's total contractual student instruction work days and complete the school year, shall receive the two thousand five hundred dollar (\$2,500) stipend after the conclusion of the 2023-2024 or 2024-2025 school years.

Teacher Education and Testing Reimbursement

3. The District shall maintain an educational reimbursement program for APT bargaining unit members with emergency permits and waivers.

4. For the duration of this MOU, if funding is available, the District shall provide an aggregate sum of one hundred thousand (\$100,000) dollars to reimburse the cost of tuition, books and courses from the Database of Accredited Post-secondary Institutions and Programs (DAPIP) for education related to obtaining a preliminary credential.
5. Eligible APT bargaining unit members may receive a reimbursement of up to a total of four thousand eight hundred dollars (\$4,800) for out-of-pocket costs, i.e., tuition, books, education courses (expenses covered by grants, loans, etc., may not be eligible for reimbursement).
6. For the duration of this MOU, if funding is available, the District shall provide an aggregate sum of twenty thousand (\$20,000) dollars to reimburse the cost of credential/certification test fees and test preparation courses (e.g., CSET, RICA, etc.)
7. Eligible APT bargaining unit members may receive a reimbursement of up to a total of two hundred and fifty dollars (\$250) for out-of-pocket costs, i.e., credential/certification test fees and test preparation courses (expenses covered by grants, loans, etc., may not be eligible for reimbursement).
8. Reimbursement requests shall be made upon completion of the test and/or course(s) and within ninety (90) days of completion.
9. Teacher education reimbursements shall be available until funding is exhausted.
10. In the event that teachers submit funding reimbursement requests on the same day, the order shall be determined by the time stamp received by Human Resources.
11. Except in extenuating circumstances, the District shall issue reimbursement payments no more than ninety calendar (90) days from verification and approval of the reimbursement request.

This pilot MOU is non-precedential, will not bind the Parties in any future action, whether under similar circumstances or not and cannot be introduced as evidence of past practice or intent of the Parties, or meaning or application of the Collective Bargaining Agreement (CBA). This MOU is a tentative agreement and is subject to Governing Board approval. This MOU shall expire on June 30, 2025, unless the parties mutually agree in writing to extend its terms.



Silvia San Martin
Interim Assistant Superintendent
Pomona Unified School District

12/8/23

Date



Wei-Tsu Loh
APT Chapter President

12/8/23

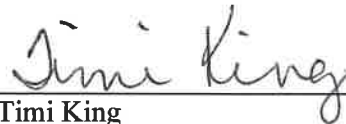
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Alicia Castaneda
Principal on Assignment- HR
Pomona Unified School District

12/8/23

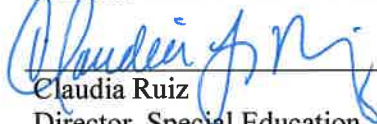
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Timi King
APT Negotiations Chairperson

12/8/23

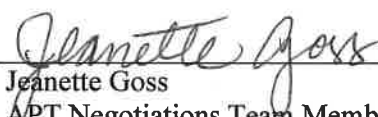
Date



Claudia Ruiz
Director, Special Education
Pomona Unified School District

12/8/23

Date



Jeanette Goss
APT Negotiations Team Member

12/8/23

Date



Yolanda Horn
APT Negotiations Team Member

12/8/23

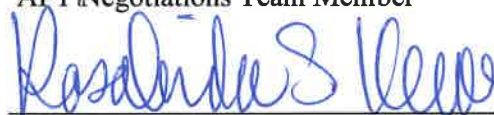
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Donovan MacLeod
APT Negotiations Team Member

12/8/23

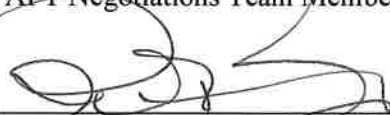
Date



Rosalinda Keeler
APT Negotiations Team Member

12/8/23

Date



Rita Torres
APT Negotiations Team Member

12-13-23

Date