

**MEMORANDUM OF UNDERSTANDING
VIRTUAL ACADEMIES
2023 – 2024 SCHOOL YEAR**

All elements of the 2022-2025 Agreement shall remain in effect for UTLA members assigned to the LAUSD Virtual Academies, with the exception of Article IX: Hours, Duties and Work Year, which will be modified for the Virtual Academies as follows:

- 1.0 In accordance with Article IX, Section 1.0, it is agreed that the professional workday of a full-time regular employee requires no fewer than eight (8) hours of on-site and off-site work, and that the varying nature of professional duties does not lend itself to a total maximum daily work time of definite or uniform length.
- 2.0 Record of Assignment (ROA) shall be completed every two-weeks in accordance with District's Independent Study Policy for the 2022-2023 school year.
- 3.0 Trainings scheduled during the summer and after school shall be compensated.
- 4.0 Virtual Academy Workday
 - A. Morning Duties: Live Instruction
 - (1) Elementary teachers shall provide live instruction Monday - Friday for 3 hours each day, excluding 20 minutes of break time scheduled at the teacher's discretion. During this time, teachers are expected to have Zoom cameras on during synchronous time, but may turn cameras off during break time.
 - (2) Secondary teachers shall provide live instruction Monday - Friday for 3.5 hours each day. Teachers are expected to have Zoom cameras on during synchronous time. While teachers are not required to have their cameras on during asynchronous time, they are expected to keep the Zoom room open to allow for drop-in students who may have questions during asynchronous time. The time shall be scheduled as follows:
 - a. 30 minutes per day for Socio-Emotional Learning (SEL)/Career Instruction.
 - b. 3, 60-minute academic periods with no less than 45 minutes per period for direct support ("synchronous instruction") subject to legislation or further CDE guidance regarding synchronous instructional time in independent study programs.
 - B. Afternoon Duties:
 - (1) Teachers shall be required to attend no more than 1 mandatory Professional Development or Professional Learning Teams meeting per week regularly-scheduled on Tuesdays beginning at 2:00 PM. These meetings shall not exceed 1 hour in duration.
 - (2) Teachers will be required to attend no more than one Faculty, Grade Level, Staff Development or Committee meeting per week. No employee shall be expected to

attend more than 30 such meetings per school year (but not more than 4 in any month). These meetings shall not exceed 1 hour in duration.

- (3) Teachers shall conference with students and parents, plan lessons, grade assignments, complete ROAs and other necessary paperwork.

C. Unlike traditional schools, Virtual Academies do not have shortened or minimum days.

- 5.0 An average of 30 students shall be assigned to Virtual Academy teacher's roster. For Special Education classes, class size shall comply with in-person class size norms.
- 6.0 The District shall continue to follow Article XXVII.
- 7.0 Virtual Academy teachers shall participate in a matrix process consistent with Article IX-A and follow all timelines outlined in the Article.
- 8.0 Special Education in the Virtual Academies shall follow all protocols in Article XXII.
- 9.0 In accordance with Article IX, Section 4.2, all duties required of each employee shall meet the test of reasonableness and shall be assigned and distributed by the site administrator in a reasonable and equitable manner among the employees at the school or center.

This Memorandum of Understanding is a non-precedent setting agreement for the 2023-2024 school year and will expire after June 30, 2024.

Date of Agreement: June 13, 2023

Los Angeles Unified School District

United Teachers Los Angeles

By: Anthony DiStasio

By: 

Date: 06/16/2023

Date: 6/16/2023