

District Proposal – April 10, 2024
UTLA Counter – April 30, 2024
District Counter – June 12, 2024
UTLA Counter – August 23, 2024
District Counter – September 25, 2024 amended October 14, 2024
District Counter – January 21, 2025 amended February 11, 2025
UTLA Counter- March 19, 2025
District Counter – March 20, 2025
UTLA Counter- March 25, 2025
District Counter – March 26, 2025
UTLA Counter- April 2, 2025
District Counter – April 23, 2025

Memorandum of Understanding

Los Angeles Unified School District and United Teachers Los Angeles

Non-Classroom Teachers and Support Service Providers – On-Site Obligation

This Memorandum of Understanding (MOU) is to memorialize an agreement between Los Angeles Unified School District (“District”) and United Teachers Los Angeles (“UTLA”) regarding the on-site obligation of Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers assigned to a school site, region or central office and/or any non-school based location.

The District and UTLA agree that the following supersedes Article IX, Section 3.5, in its entirety, of the parties 2022-2025 LAUSD/UTLA Collective Bargaining Agreement and shall remain in effect until the 2025-2028 Successor negotiations have concluded:

3.5 Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers: For purposes of this Article, the term "non-classroom (non-register carrying) teacher," paid on the Teacher Preparation Table (T table), refers to those full-time employees whose classroom teaching assignment, if any, is fewer than three periods per day in secondary, or less than half-time in elementary. For "support service providers," the term refers to those employees paid on the Special Services Table (D table), assigned to a school site, region or central office and/or any non-school based location.

- A. **School Based – Direct Services to Students (T table):** Non-Classroom (Non-Register Carrying) teachers and counselors assigned to a school site and paid on the Preparation Salary Table, providing direct services to students (including but not limited to the classifications /positions in Attachment A), who do not receive any extra pay/differential for hours and/or duties which are related to, or an extension of, their basic non-classroom assignments, shall observe on-site hours which are to be not less than the hours observed by the teachers at the site, and remain on-site as necessary to perform the assigned duties of the position and the professional obligations of Section 4.0 which are appropriate to their work. These employees may depart after the regular departure time for teachers and at the completion of all of their on-site job obligations. This reduced on-site obligation has been agreed upon with the explicit understanding that it will not be interpreted or applied so as to (1)

District Proposal – April 10, 2024
UTLA Counter – April 30, 2024
District Counter – June 12, 2024
UTLA Counter – August 23, 2024
District Counter – September 25, 2024 amended October 14, 2024
District Counter – January 21, 2025 amended February 11, 2025
UTLA Counter- March 19, 2025
District Counter – March 20, 2025
UTLA Counter- March 25, 2025
District Counter – March 26, 2025
UTLA Counter- April 2, 2025
District Counter – April 23, 2025

diminish and/or expand any services whatsoever, or (2) cause classroom teachers to assume any of the non-classroom teachers' responsibilities.

Non-Classroom (Non-Registering Carrying) teachers referred to in this section and school site counselors may accept a coordinating differential if offered to extend their on-site obligation but shall not be required to do so.

Potential acceptance or non-acceptance of a coordinating differential shall not be considered in the selection of a candidate under section 3.5 A of this Agreement.

- B. School Based – Indirect Services (T table): Non-Classroom Teachers (those full-time employees whose classroom teaching assignment, if any, is fewer than three periods per day in secondary, or less than half-time in elementary) assigned to a school site and performing indirect services to students and/or the school program on a daily basis (including but not limited to the classifications/positions in Attachment B), paid on the Preparation Salary Table, are to have a daily scheduled obligation of eight hours (exclusive of duty-free lunch). This obligation may include off-site time when it is determined that the work can appropriately be performed off-site, and that the employee is not needed for other responsibilities on-site. These Non-Classroom Teachers with this eight-hour on-site obligation shall receive a coordinating differential.

Any additional, direct services to students that are not an extension of, their basic non-classroom assignments, and are provided at the direction of the administrator, must take place outside of the daily eight-hour on-site obligation and shall be compensated in the same manner as the classroom teachers at the site performing those same services.

Clarification Regarding Use of Benefit Time for Non-Classroom Teachers:

Under Sections 3.5 A and B, non-classroom teachers who are paid on the T table with an eight-hour on-site obligation, who have a part day absence which qualifies for paid benefit time under Article XII, shall not be required to utilize benefit time for any time beyond the on-site hours observed by classroom teachers at the site.

If an employee covered by this agreement (in Section B) is serving full-time out of the classroom and is required to provide classroom coverage for 50% or more of their out of classroom assignment on any given day, they shall be provided with one hour of Replacement Pay in addition to their regular pay.

District Proposal – April 10, 2024
UTLA Counter – April 30, 2024
District Counter – June 12, 2024
UTLA Counter – August 23, 2024
District Counter – September 25, 2024 amended October 14, 2024
District Counter – January 21, 2025 amended February 11, 2025
UTLA Counter- March 19, 2025
District Counter – March 20, 2025
UTLA Counter- March 25, 2025
District Counter – March 26, 2025
UTLA Counter- April 2, 2025
District Counter – April 23, 2025

- C. Non-School Based (T table): Non-Classroom Teachers assigned to a region or central office and/or any non-school based location, paid on the Preparation Salary Table, including but not limited to the classifications/positions in Attachment C, are to have a daily scheduled obligation of eight hours (exclusive of duty-free lunch).

- D. School Based – Support Service Providers (D table): Support service providers paid on the Special Services Salary Table assigned to a school site, including but not limited to those listed on Attachment D, are to have a daily scheduled obligation of eight hours (exclusive of duty-free lunch). Employees with eight-hour assignments may work one hour off-site to document, download and analyze data, update intervention plan; and fulfill other duties as needed. It is also understood that employees may have to work onsite for eight hours when necessary to complete the obligations of their assignment.

- E. Non-School Based – Support Service Provider (D table): Support service providers paid on the Special Services Table assigned to a region or central office and/or any non-school based location, including but not limited to those listed on Attachment E, are to have a daily scheduled obligation of eight hours (exclusive of duty-free lunch).

UTLA reserves the right to meet with the District to discuss any potential revisions to the lists of non-classroom teacher classifications in Attachments A-E.

This MOU is non-precedent setting and will commence on May 1, 2025, or upon the date of signing should agreement be reached after the first of May and remain in effect until Successor negotiations of the 2025-2028 LAUSD/UTLA Collective Bargaining Agreement have concluded.

GF Lee Maria Miranda

UTLA

4-28-2025

Date

Robert A. Samples

LAUSD

4-29-25

Date

ATTACHMENT A

Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers

List of Classifications

As referenced in item A of the LAUSD/UTLA MOU, those Non-Classroom (Non-Register Carrying) Teachers, paid on the Preparation Salary Table, assigned to a school site and performing direct services to students on a daily basis include, but are not limited to the following classifications/positions:

- Counselors
- A-G Counselors
- Arts Itinerant Teachers
- Dean of Students
- Intervention Teacher/Interventionist
- Restorative Justice Teacher

ATTACHMENT B

Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers

List of Classifications

As referenced in item B of the LAUSD/UTLA MOU, those Non-Classroom (Non-Roster Carrying) Teachers (those full-time employees whose classroom teaching assignment, if any, is fewer than three periods per day in secondary, or less than half-time in elementary), paid on the Preparation Salary Table, assigned to a school site and performing indirect services to students include, but are not limited to the following classifications/positions:

- Categorical Program Adviser – Title One Coordinator
- Community School Coordinator
- International Baccalaureate Coordinator
- Intervention/Prevention Support Coordinator
- Magnet Coordinator
- Problem-Solving Data Coordinator
- Targeted Student Population Program Adviser
- Technology Coordinator

ATTACHMENT C

Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers

List of Classifications

As referenced in item C of the LAUSD/UTLA MOU, those Non-Classroom (Non-Register Carrying) Teachers, paid on the Preparation Salary Table, assigned to a region or central office and/or any non-school based location include, but are not limited to the following classifications/positions:

- A-G Counselors
- Arts Advisers
- Community Schools Coaches
- Literacy Adviser / Expert
- Math Adviser / Expert
- Program Specialists
- Restorative Justice Advisers

ATTACHMENT D

Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers

List of Classifications

As referenced in item D of the LAUSD/UTLA MOU, those Support Service Providers paid on the Special Services Salary Table, assigned to a school site(s) including, but are not limited to the following classifications/positions:

- Pupil Services and Attendance Counselor (PSA)
- Psychiatric Social Worker (PSW)
- Related Services Itinerants
- School Psychologists

ATTACHMENT E

Non-Classroom (Non-Register Carrying) Teachers and Support Service Providers

List of Classifications

As referenced in item E of the LAUSD/UTLA MOU, those Support Service Providers paid on the Special Services Salary Table, assigned to region or central office and/or any non-school based location including, but are not limited to the following classifications/positions:

- Pupil Services and Attendance Counselor (PSA)
- Psychiatric Social Worker (PSW)
- Organizational Facilitators
- System of Support Advisers (SOSA)