

**Memorandum of Understanding
Between
Association of Salem Keizer Education Support Professionals
And
Salem-Keizer School District**

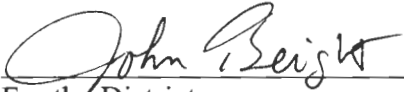
In recognition and support of the specific needs of Education Support Professionals furthering their education in the education field, the Salem Keizer School District (District) and the Association of Salem Keizer Education Support Professionals (ASK ESP) hereby agree to the following:

Education Support Professionals (ESP's) with at least a bachelor's degree (or the equivalent of two years of college for the Diversity Pathway Program) that are accepted into District sponsored cohort programs with university partners will receive financial assistance (specific to each cohort) towards the cost of the program, as well as additional practicum training toward the completion of Initial Licensure. The remaining balance of the tuition, cost of university admission, matriculation, testing, licensing, and general university fees is the responsibility of the employee. Acceptance into cohort programs is conditional upon the following:

1. ESP's that are accepted into these programs are conditioned upon their agreement to return to the District, if invited and hired, and remain in an full-time employment relationship, specifically related to the licensure for which they completed the program, for a minimum of three years (not including student teaching).
 - a. ESP's that voluntarily terminate the employment relationship prior to working for three years, or fail to successfully complete the program for any reason, will be responsible for reimbursing the District for the District's financial contribution to the university program (per individuals agreement).
 - i. ESP's that complete only a portion of the three year employment relationship will be responsible for reimbursing the District for the District's financial contribution at a prorated amount.
 - b. ESP's that complete the program but are not offered a teaching position with the District will not be required to reimburse the District.
2. Upon acceptance into a teaching internship, ESP's will forfeit their membership in the ASK ESP bargaining unit and will have the opportunity to become a member of the Salem Keizer Education Association (SKEA) bargaining unit.
3. If, after successful completion of the first year of the program, the District agrees to hire an ESP as an intern/student teacher, the District will do so in accordance with the Memorandum of Understanding between the District and SKEA, dated March 15, 2016.
4. ESP's participating in the cohort program are expected to meet performance and conduct standards; ESP's whose performance or conduct falls below standards will face corrective action as outlined by District policies, rules, and the applicable collective bargaining agreement.

ESP's that have been employed for at least one (1) year and independently enroll in an accredited college or university to earn a degree in education in order to obtain licensure shall be granted a short term personal leave of absence in order to complete their student teaching. The leave shall be granted for the period of student teaching only. ESP's reemployment with the District will be subject to the following:

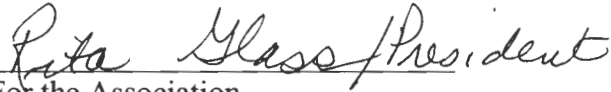
1. Upon completion of the student teaching, the ESP will be placed on the classified administrative transfer list.
2. When the ESP is qualified to teach, the employee must apply for licensed positions with the District. The District will give preference to the ESP after observing first consideration of current licensed teaching staff.
 - a. In consideration, the ESP agrees not to accept employment with an outside district until providing the Salem Keizer School District with first right of refusal.
3. If the ESP is offered a licensed position with the District, the ESP will voluntarily resign their classified position and they will no longer have classified status.
4. If the ESP is not offered a licensed assignment, the District will notify the ESP as soon as practical. The ESP will retain their status as a classified employee and will remain on the classified administrative transfer list.
5. Should the employee not secure a teaching position with the Salem-Keizer District by the start of the following school year, the employee will be placed in the same classification in a position with the same number of permanent hours first, positions with up to one additional permanent hour second, and positions with a fewer number of permanent hours last. The employee may not exercise his/her bumping rights.



For the District

4/18/18

Date



For the Association

4-18-18

Date