



MEMORANDUM OF UNDERSTANDING

**Between the
SAUGUS UNION SCHOOL DISTRICT
And the
SAUGUS TEACHERS' ASSOCIATION**

March 27, 2026

Teacher Planning Time

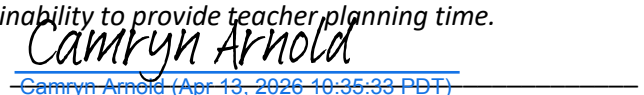
The Saugus Union School District (SUSD) and the Saugus Teachers' Association (STA) tentatively agree to the Memorandum of Understanding subject to the approval of the Saugus Union School District Governing Board and the membership of STA. The Memorandum of Understanding, once approved by both parties, will become effective for the 2026-27 school year only.

- Teachers will be provided with one (1) hour of collaborative grade-level planning time per week.
- This time will replace the three (3) Collaborative Instructional Planning release days in the STA-SUSD Collective Bargaining Agreement (Article 11.15)
- Weekly planning time activities may include "designing lessons, performance-based activities, assessments, analyzing student assessment data, evaluating student performance, planning data driven interventions, or other activities agreed upon between the principal and grade-level teams at the school site," as stated in Article 11.15.
- Teachers will not be "paid out" for the three (3) Collaborative Instructional Planning release days because they are receiving weekly planning time.
- District Office Teachers on Special Assignment will build planning into their schedules.
- Resource Specialist Program (RSP) teachers and Mild-Moderate SDC (SDC M/M) teachers will plan with a grade level at their site. RSP and SDC M/M teachers will work with their site administrator to determine the grade level(s).
- Speech and Language Pathologists, Adaptive P.E. teachers, Preschool SDC teachers, Moderate-Severe SDC teachers, and RAP teachers will select 3 full days or 6 half days to meet for collaborative planning. These dates will be given to the principal and the Director of Special Education Services no later than August 21, 2026.

This agreement is contingent upon CSEA Chapter#112's approval of their MOU with the District regarding campus supervisor hours, dated March 27, 2026. *STA and the District agree to meet to renegotiate this MOU if lack of Campus Supervisor staffing at one or more sites results in the inability to provide teacher planning time.*



Jennifer Stevenson
Assistant Superintendent Human Resources
Saugus Union School District



Camryn Arnold (Apr 13, 2026 10:35:33 PDT)
Camryn Arnold
STA Lead Negotiator