

**MEMORANDUM OF UNDERSTANDING BETWEEN
DENVER PUBLIC SCHOOLS AND
THE DENVER CLASSROOM TEACHERS ASSOCIATION**

August 31, 2017

This Memorandum of Understanding (MOU) is entered into on this ____ day of _____, 2017, by the Denver Public Schools (DPS or “the District”) and the Denver Classroom Teachers Association (“the Association”) (collectively, “the Parties”).

WHEREAS, the Parties wish to put in writing procedures by which teachers vote to approve a new innovation plan and its associated waivers or renew an innovation plan;

NOW, THEREFORE, the Parties agree as follows:

1. When a vote of employees is required to approve a new innovation plan and its associated waivers or renew an innovation plan:
 - a. The school shall provide the final version of the school’s innovation plan including all waivers to all teachers two weeks or more prior to a staff vote on such plan; and
 - b. The vote should be administered in-person by means of a secret ballot to confirm that greater than 50% of the bargaining unit employees (60% if collective bargaining agreement waivers are included in the innovation plan) approve the innovation plan and waivers that apply to them; however, the school can provide an alternative method for teachers were are not in the building during the day of the vote to cast their ballot; and
 - c. Prior to the vote, the school shall send the innovation plan to the school’s Association representative with an invitation for a DCTA representative to observe the secret ballot voting process. Communication may be sent to the DCTA President, Henry Roman at Henry_Roman@dpsk12.org; and
 - d. The District shall provide an election administrator or administrators (1-2 people) that is not eligible to vote and is not in a supervisory role (i.e. not the principal, not a member of an affective bargaining unit); and
 - e. On the date of the vote, the election administrator(s) shall administer the vote by means of a secret ballot at a time that is conducive to including all eligible staff; and
 - f. A ballot box/envelope should be used to protect voter privacy; and
 - g. DCTA members must be accounted for separately; and
 - h. After all votes have been cast, the election administrator(s) should count the votes at a location where staff or other interested parties can observe the counting.

The Parties have executed this MOU by their signatures below, as of the date signed.

DCTA Representative

DPS District 1 Representative

By: _____

By: _____

By: _____

By: _____

Date: _____

Date: _____

