



**MEMORANDUM OF AGREEMENT**  
**BETWEEN**  
**THE MINNEAPOLIS FEDERATION OF TEACHERS**  
**AND**  
**MINNEAPOLIS PUBLIC SCHOOLS**



**MINNEAPOLIS  
PUBLIC SCHOOLS**  
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**STRUCTURING TIME FOR PREPARATION AND PLANNING**

This Memorandum of Agreement is made and entered into by and between the Minneapolis Public School District (District) and the Minneapolis Federation of Teachers (MFT) to update certain terms and conditions regarding structuring time for learning and planning and shall remain in force during the concurrent with the 2011-2013 collective bargaining agreement.

**WHEREAS**, the 2011-2013 collective bargaining agreement between the District and MFT specifies a forty (40) hour work week for teachers, providing flexibility for daily scheduling regarding teacher professional development, and the parties wish to establish parameters and schedules to maximize time and for teacher preparation and planning;

**NOW THEREFORE**, be it resolved, that the parties hereto, do hereby stipulate to this Memorandum of Agreement in accordance with the following terms:

1. After seeking input from staff at the site, the Instructional Leadership Team (ILT) will select from approved options (e.g., Cycle of Learning and other approved District Models) for PDP/PLC/PD implementation that will be directed by the ILT of each school.
2. Implementation of an alternative option requires a 70% majority vote of the licensed staff.
3. Any site that does not choose one of the approved options may submit a site developed option for approval by the Associate Superintendent.
4. MFT and MPS will collaborate on a process to evaluate the outcomes of these structures to determine effectiveness, relevancy and impact.
5. Duty days for PDP/PLC/PD shall not extend beyond 8½ hours unless voted on by licensed staff by a 70% vote. The vote will be on a written option presented to the staff. If an extended day occurs, it may only happen once per week.
6. In addition to the contractually established 55-minute daily preparation time, each forty (40) hour work week will include no less than two uninterrupted forty-five minute blocks of time outside of the student day for individual teacher preparation and planning directed by each individual teacher. These 45 minute blocks will not be on a Friday.
7. The District and MFT agree to explore 90 minutes of dedicated instructional preparation time per day as part of an overall look at how time can be used to enhance instruction for students. A joint Labor Management Committee will begin meeting in April, 2012 with final recommendations from the committee no later than October 30, 2012, for possible changes in the 2013-14 school year.

**BE IT FURTHER RESOLVED**, that to the extent that this Memorandum of Agreement is a deviation from the terms of the contract between the MFT and the District, it shall not form the basis for any precedent that may be cited for any grievance concerning any alleged violation of the contract.