

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by the Hicksville SCHOOL BOARD OF EDUCATION ("Board") and the Hicksville Education ASSOCIATION ("Association").

WHEREAS, the Board and the Association are parties to a current Collective Bargaining Agreement; and

WHEREAS, information pertaining to Counselor evaluations is not contained in the Collective Bargaining Agreement. The requirements for Counselor evaluation have been revised at a state level and there is no language or forms included in the CBA for the counselor evaluation; and

WHEREAS, the Board and the Association wish to enter into a Memorandum of Understanding to the updated changes in Counselor evaluations and provide a form and process to complete said evaluations.

NOW, THEREFORE, BE IT AGREED upon by the Board and the Association as follows:

1. Principals will utilize the ODE rubric form for Counselors.
2. Counselors will be evaluated only on the duties they perform for the district.
3. Counselor evaluation process, timelines, and procedures will be the same as the OTES for teachers using the appropriate forms.
4. If portfolios are used or required in the process of the evaluation for OTES, the Counselors may choose not to utilize this procedure as it may not apply.
4. Student Growth Measures will not be used as a part of the evaluation process for Counselors.

IN WITNESS WHEREOF, the duly authorized representatives of the Hicksville SCHOOL DISTRICT BOARD OF EDUCATION and the Hicksville Education ASSOCIATION have executed this Memorandum on the dates opposite their signatures.

<u>Robin Chamberlain</u>	<u>9/19/16</u>	<u>Keith L. Courtney</u>	<u>9-19-16</u>
Association President	Date	Superintendent	Date
<u>Donald [Signature]</u>	<u>9-19-16</u>	<u>Melissa A. [Signature]</u>	<u>9/19/16</u>
Association Representative	Date	Board Representative	Date

TA dates and initials KE 9-7-16  
TA dates and initials EC 9-7-16