

**MEMORANDUM OF Agreement**  
Part-Time Teachers Expectations

For the duration of the current bargaining agreement, part-time teachers will have the following expectations, outside of their course assignment duties, based on FTE.

A part-time teacher employed at .75FTE will be expected to:

- Attend all meetings at the beginning of the year that are attended by similar full-time teaching positions
- Attend Community Learning Days, Faculty and Team Meetings on I-Days, Convocation, Parent Days, and Graduation
- Engage in Professional Development opportunities equivalent to similar full-time teaching positions
- Participate in the full teacher evaluation process (both new & continuing)
- Complete state-mandated trainings
- Maintain 2.0 hours of office hours each week
- Teach an Intersession at 0.75 responsibilities

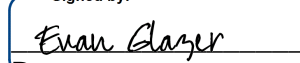
A part-time teacher employed at .50 FTE will be expected to:

- Attend all meetings at the beginning of the year that are attended by similar full-time teaching positions
- Attend Community Learning Days, Faculty and Team Meetings on I-Days, Convocation, Parent Days, and Graduation
- Engage in Professional Development opportunities equivalent to similar full-time teaching positions
- Participate in the full teacher evaluation process (both new & continuing)
- Complete state-mandated trainings
- Maintain 1.0 hours of office hours each week
- Teach an Intersession at 0.50 responsibilities

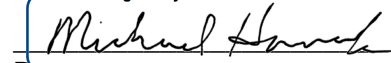
A part-time teacher employed at .25 FTE will be expected to:

- Attend all meetings at the beginning of the year that are attended by similar full-time teaching positions
- Attend Faculty and Team Meetings on I-Days and Parent Days
- Participate in a reduced teacher evaluation process (new teacher track only)\*
  - The reduced teacher evaluation will consist of two observations a semester (one informal, one formal), conducted by the Principal's Office and the teacher's Team Coordinator. There will not be a team of colleagues convened for ongoing growth and development.
- Complete state-mandated trainings
- Maintain 1.0 hours of office hours each week

Dr. Evan Glazer  
President  
Illinois Mathematics and Science Academy

Signed by:  
  
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Michael Hancock  
President, IMSA Council 604  
Local 604 AFT/IFT

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