

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING** (“MOU”) is made and entered into this \_\_\_ day of February 2024, by and between the Board of Education of Oak Park School District 97 (the “Board”) and the Oak Park Teachers’ Association, IEA-NEA (the “Association”) (collectively, the “Parties”).

**WHEREAS**, the Association is the exclusive bargaining representative for all certificated, licensed, or registered employees under contract to the Board in accordance with Article I.C (“Teacher” definition) of the CBA;

**WHEREAS**, the Parties are currently engaged in negotiations for a successor collective bargaining agreement; and

**WHEREAS**, the Board and the Association have reached an agreement to modify the schedule for family-teacher conferences for the 2024-2025 school year to ensure compliance with School Code and contractual requirements for parent-teacher conferences and student attendance days.

**NOW, THEREFORE**, in accordance with the mutual agreements of the Parties hereto, it is hereby agreed by the Board and the Association as follows:

1. **Family-Teacher Conferences.** Twice a year, all certified staff will be available to conference with families on scheduled conference days. Such days shall be scheduled by the District on a Thursday on which elementary schools will host from 3pm-7pm, and middle schools will host from 4pm-8pm, and a Friday on which elementary schools will host from 8am-12pm and middle schools will host from 9am-1pm in the fall and winter, except for pre-kindergarten whose conference may be scheduled at a different time.

On Thursday, students will be in attendance for a full day. On Friday, students will not be in attendance. On the Friday of conference week, staff will be in attendance at the school to provide conferences at the times listed and shall be dismissed when conferences end. Staff use of a sick or personal day on Friday will be counted as a full day.

Families must be offered a fall and winter conference. In the event families are unable to meet during the scheduled conference times, teachers and families will agree on an alternative conference.

2. **Effect of MOU.** This MOU revises the schedule for family teacher conferences for the 2024-2025 school year but does not modify or revise any provisions of the current Collective Bargaining Agreement (CBA) which will continue to remain in effect through the day before the beginning of the tenured teachers’ 2024-2025 school year.
3. **Entire Agreement.** This MOU sets forth all the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof and there are no promises, agreements, undertakings, either oral or written, expressed or implied between them other than as herein set forth.

4. **Non-Precedential Agreement.** This Agreement is non-precedential and applicable only to the schedule for family-teacher conferences for the 2024-2025 school year. This MOU cannot be submitted by either Party as binding precedent in any arbitration or adjudication.
  
5. **Binding Effect of Agreement.** This MOU is valid and binding upon the Parties upon ratification by the Association and approval by the Board and is authorized by the representatives of the Board and the Association as set forth below.

**BOARD OF EDUCATION  
OAK PARK ELEMENTARY  
SCHOOL DISTRICT 97**

By: \_\_\_\_\_  
President  
Dated: \_\_\_\_\_

**OAK PARK TEACHERS' ASSOCIATION**

By: \_\_\_\_\_  
Co-President

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Co-President

Dated: \_\_\_\_\_