

**Appendix J:**  
**Memorandum of Understanding Relating to**  
**Charter School Personnel**

## ALBA School Proposed MOU

The following Memorandum of Understand is proposed between the Milwaukee Board of school Directors and Academia de Lenguaje y Bellas Artes concerning specific modifications of the MPS Employee Handbook related to the creation of an instrumentality charter school of the Milwaukee Public Schools (in accordance with the provisions of Section 118.40, Wis. Stats., and Board Policy 9.12) known at Academia de Lenguaje y Bellas Artes (herein referred to as ALBA) and is subject to the following:

### Section One: HIRING

1.1 ALBA will have the opportunity to recommend internal and external avenues for posting ALBA school based vacancies, in accordance with district policies. The School will have year round interview rights for any vacancies.

1.2 ~~The School Governance Board will interview and recommend through mutual agreement with MPS any changes to the school leader.~~

### Section Two: PROFESSIONAL DEVELOPMENT

2.2 ALBA school based staff will be invited to attend MPS led training and professional development sessions.

2.2 To support the school's educational program, ALBA will provide weekly professional development, data dives, and collaborative team planning during the regularly scheduled work day.

### Section Three: OTHER MODIFICATIONS

3.1 The school may establish work schedules for all classified employees based upon elapsed time (i.e., measurement of time between the start and end time of work).

3.2 ALBA may outline a dress code for all ALBA school-based staff members so long as the dress code is not in conflict with the guidelines for professional appearance set forth in the MPS Employee Handbook.

3.3 ALBA may develop a ALBA-specific template for lesson plans and require them posted in the classroom in accordance with district policies.

3.4 Annual home visit parent conferences will be scheduled during the first month of school each year. Staff work hours for home visits is not to exceed eight (8) hours over two days. Families will have the choice between an at home or at school parent conference.