



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



MINNEAPOLIS  
PUBLIC SCHOOLS  
Urban Education. Global Citizens.

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**MODIFIED STREAMLINED INTERVIEW AND SELECT PROCESS  
MOA 2021-2023**

**WHEREAS**, the District and the Union have a shared interest to improve and streamline the Interview & Select (I&S) Process to provide the greatest opportunities for teachers to serve in assignments where they can be successful; and,

**WHEREAS**, the District and Union have a shared commitment to recruit and hire effective and diverse teachers; and,

**WHEREAS**, the District and the Union have committed to collaborate to create a refined and more Streamlined Interview & Select process; and,

**WHEREAS**, the parties agreed to a Streamlined Interview and Select Process for a two (2)-year period beginning in 2020 and sunsetting on June 30, 2021, as prescribed in the Streamlined Interview and Select Process MOA signed by the parties in 2022; and,

**WHEREAS**, the District and MFT have completed one (1) of the two (2) years agreed to of the Streamlined Interview and Select Process; and,

**WHEREAS**, the District and the Union recognize the unusual circumstances created by both the COVID-19 global pandemic as well as the implementation of the Comprehensive District Design, which, together, have produced significant disruption in ~~our~~ staffing districtwide; and,

**WHEREAS**, the parties agree, for the 2021 Interview and Select Process for hiring for the 2021-22 school year, to add an additional one (1) round of interviews, thus making it two (2) rounds and will conduct the 2021 Interview and Select Process pursuant to the modified Streamlined Interview and Select Process MOA; and,

**WHEREAS**, the District wishes to continue to collect data and assess the Interview and Select Process and its impact on the recruitment and retention of teachers of color.

**NOW, THEREFORE BE IT RESOLVED THAT,** the MFT and the District hereby agree to the following:

1. Effective immediately upon signature of this MOA, the District will amend the Streamlined Interview and Select Process MOA for the 2021-22 school year, and will modify the Streamlined Interview and Select MOA to include a second round of interviews for 2021
2. The parties agree that, in agreement to add an additional round of interviews to I&S for 2021, the Streamlined Interview and Select Process MOA, less a second (2<sup>nd</sup>) round of interviews, will be extended until 2024; including the 2022 round of I&S for hiring for the 2022-23 school year and the 2023 I&S for hiring for the 2023-24 school year.
3. The addition of a second (2<sup>nd</sup>) round to the below outlined Streamlined Interview and Select MOA will sunset on July 1, 2021 and at that time, the Streamlined Interview and Select Process will resume with one (1) round of interviews beginning 2022.
4. The District and MFT agree that the Streamlined Interview and Select MOA, which includes one (1) round of interviews will sunset at the conclusion of I&S for the 2023-24 school year in 2023, or on June 30, 2023, whichever is later.

### **Modified Streamlined Interview & Select Process**

**Timeline for modified Streamlined Interview & Select Process.** The parties agree to a modified Streamlined Interview & Select process as prescribed above with the following components:

- a. The schedule for postings, interviews and transfers to occur will be reviewed at contract administration. Once finalized, the schedule will be posted online and emailed to staff.
- b. Within 10 duty days after the District's Budget Tie Out (BTO) deadline, the catalogue of open positions will be posted online for teachers to begin the application process. The catalogue will be sent to the Union and principals. The catalogue of open positions will be open for five (5) duty days. Candidates shall go online to upload their resume and sign up for interviews for positions.
- c. Candidate Pool: The interview pool shall consist of eight (8) candidates for each position which shall include the top four (4) senior applicants, two (2) applicants currently teaching in the District, and two (2) applicants to be selected by the site interview team which may include those who have signed early contracts to teach the following year.
  - i. In instances where there are fewer than six (6) current educators who have applied for a position, additional early contract educators can be chosen for

interview, up to a total of eight (8) candidates.

ii. In instances where one candidate pool may be used to interview for multiple identical positions at a school, the total number of applicants who interview will be equal to or less than to sum of the total number of interview positions times eight and the candidate ratio from 2c shall be observed.

d. **Two (2) rounds of One (1) Round** interviews online: Approximately five (5) duty days after the positions have been released and teachers have applied for interviews, there will be one (1) round of interviews.

~~i. Interviews will be conducted in over 1-2 days at a central location to be determined using an online platform such as Google Meet or Microsoft Teams. As a courtesy to candidates and interview teams, the District will make a good faith effort to avoid arena style seating to ensure privacy and candor during interview sessions.~~

ii. Teachers will receive an email notification from the posting system informing them of the job offer. Teachers will have forty-eight (48) hours to accept or decline the job offer. Teachers shall go online to the posting system and accept or decline the position.

**iii. The second round of Interview and Select will begin within 10 days of the completion of the first round of Interview and Select.**

e. Matching, Placement: Approximately five (5) duty days after the conclusion of Interview & Select, the District and the Union will initiate the Matching and Placement processes as designated in the collective bargaining agreement.

3. **Teacher Movement.** Teachers will be allowed to accept only one assignment (1) time during the streamlined Interview & Select process.

4. **Interview Teams.** The Union Stewards and site administration shall have flexibility to create interview teams to meet the needs of their interview schedules, such as using blended teams of teachers at various grade levels to accommodate a high volume of interviews during the interview period each round. The selection of teachers on the interview team shall be governed by the collective bargaining agreement.

5. **Excessed Staff Participation in Interview Process:** Because school programs are unique, it is important that teachers make informed decisions regarding their teaching assignments. To assure that excessed teachers apply for positions that fit their interests, experience, training, and skills, they shall participate in the interview process whenever positions in their licensure area(s) are available. The District and Union will collaborate to ensure that all excessed teachers participate in interviews or matching in order to reduce the need for placement.

**6. Labor-Management Placement Committee.** The Labor/Management Placement Committee (Placement Committee; made up of the District, Teachers' Union and Principals' Forum) will provide advice and counsel regarding the Interview & Select process and help problem-solve issues relating to logistics and implementation.

Data: The Placement Committee will determine the scope of its work as needed. Annually, at a minimum, the Placement Committee shall be provided data by the District as follows:

- a. To determine whether sufficient vacancies were made available to accommodate all excessed staff identified at BTO, the District will provide a list of vacancies by site, licensure area(s), FTE, staff who transferred, and other pertinent aggregate data as determined by the Placement Committee;
- b. To determine the effectiveness of this MOA, annually within 60 days of the conclusion of Interview & Select, the District will aggregate and provide transfer data for each license area indicating:
  - i. Whether the candidate who secured the position was:
    - 1. One of the top four (4) most senior candidates; or,
    - 2. One of the two (2) internal candidates currently working in the District; or
    - 3. One of the two (2) external candidates hired under an early contract for the following school year.
  - ii. Whether candidates who secured the position self-identify as people of color and/or white.

**7. All Other Terms and Conditions.** All other terms and conditions of the collective bargaining agreement between the District and the Union relating to Interview & Select shall remain in force.

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

**BE IT FURTHER UNDERSTOOD AND AGREED THAT** to the extent that this Memorandum of Agreement may be construed as a deviation from the terms of the 2021-23 Teacher Collective Bargaining Agreement between the District and the Union, it shall not form the basis of any precedent that may be cited by any teacher in any grievance that may be filed other than the enforcement of this MOA.

**FOR THE DISTRICT:**

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**DATE:**

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**FOR THE UNION:**

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**DATE:**

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