

**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
AND  
FEDERAL EDUCATION ASSOCIATION**

**Memorandum of Understanding**

**Implementation and Training for Learning Impaired Moderate Severe (LIMS)  
Special Education Curriculum Materials**

The Department of Defense Education Activity (DoDEA) and the Federal Education Association (FEA), hereafter referred to as "the parties" agree to the following arrangements concerning Implementation and Training of Learning Impaired Moderate Severe (LIMS) Special Education Curriculum Materials for educators in the FEA bargaining unit.

1. Effective School Year (SY) 2015- 2016, DoDDS LIMS Educators in the FEA bargaining unit will implement the adopted LIMS Curriculum Materials, beginning the first semester of SY 2015- 2016.
2. LIMS Educators will be provided one (1) day of release time with substitute coverage, divided into half-day segments, for professional development which will be coordinated by the District SPED Instructional Systems Specialist (ISS) on the use of the new LIMS Curriculum materials. The first half (1/2) day of professional development will be completed prior to September 30, 2015. The second half (1/2) day of professional development will be completed by February 15, 2016.
3. If an LIMS educator requires additional assistance, they may request release time, with substitute coverage, through their school administrator who will coordinate with the District SPED ISS and/or the Area Level Assistive Technology Specialist. However, LIMS educators are requested to wait until after the two one-half (1/2) days of training have been completed before requesting any additional training.
4. All training/professional development for LIMS will be conducted during the duty day.
5. If additional work is assigned regarding the preparation concerning the LIMS training that requires work beyond the duty day, educators will be paid at their prorated daily rate for time spent outside the duty day. No work will be done without the prior approval of the principal of the school or designee.

6. LIMS educators may report shortages in supplies (e.g. paper, color printers, etc.) for the full implementation of the LIMS curriculum to their SPED ISS or principal. Management will provide the supplies it determines are necessary for the full implementation of the LIMS curriculum.
7. Every effort will be made to resolve any disputes that arise at the organizational level where they arise prior to forwarding the matter to the next higher level.
8. During the first semester of SY 2015- 2016, the parties will work to develop a survey to be administered to LIMS teachers during the 2nd semester of SY 2015- 2016. The LIMS survey will address issues relating to the implementation, training, support, equipment, supplies, and time requirements of the new curriculum. The full results of the LIMS survey, excluding identifiable data, will be shared with the Association.



Roger Cotton  
HR Director, DoDEA

Date 9/30/15



Chuck McCarter  
FEA President

Date 9/30/15