

**AEA and Auburn School District  
Memorandum of Understanding  
SLP/OT/PT MOU**

The Auburn School District (“District”) and Auburn Education Association (“AEA”) agree to the terms of this Memorandum of Understanding “MOU” regarding speech and language pathologists, Occupational Therapists and Physical Therapists.

This MOU will serve as the entirety of the agreement reached between the Auburn School District and the Auburn Education Association. All other provisions of the collective bargaining agreement not expressly modified by this agreement remain in full effect.

This MOU shall begin the 2025-2026 school year.

**Caseloads for Special Education ESA service providers**

Caseloads are defined as the number of students who receive Specially Designed Instruction (SDI), related services, or supplementary aids and services, as outlined in an Individualized Education Program (IEP). All students with an IEP, regardless of minutes per week/month, count toward caseload numbers, except for quarterly students who will not count toward caseload numbers.

A. Occupational Therapists:

1. Caseload Limits

The District will assign caseloads of 1.0 FTE for thirty-eight (38) students. OTs who accept an additional .2 FTE; caseload will be forty-six (46).

2. Overload

- a. Occupational Therapists: Two (2) hours of the individual’s professional rate of pay for each case above thirty-eight (38) per month.
- b. Upon the Occupational Therapist (OT) reaching forty-three (43) cases, the employee shall initiate a request for a meeting with the Executive Director of SSS, or their designee, to determine the maximum number of additional overload cases the employee is able to assume, while ensuring the effective delivery of services consistent with their current FTE status. This meeting shall be scheduled and held within seven (7) working days. If mutual agreement cannot be reached, the OT may appeal to the Assistant Superintendent of Human Resources and the Association President within 30 days, who will uphold the decision or make a new determination.
- c. When the combined total of all OT overloads reaches thirty-eight (38) the district will post for a 1.0 OT.

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**B. Physical Therapists**

**1. Caseload Limits**

- a. The District will assign caseloads of 1.0 FTE for twenty-four (24) students. PTs who accept additional .2 FTE; caseload will be twenty-nine (29).

**2. Overload**

- a. Physical Therapists: Two (2) hours of the individual's professional rate of pay for each case above 24 per month.
- b. Upon the Physical Therapist (PT) reaching twenty-nine (29) cases, the employee shall initiate a request for a meeting with the Executive Director of SSS, or their designee, to determine the maximum number of additional overload cases the employee is able to assume, while ensuring the effective delivery of services consistent with their current FTE status. This meeting shall be scheduled and held within seven (7) working days. If mutual agreement cannot be reached, the PT may appeal to the Assistant Superintendent of Human Resources and the Association President within 30 days, who will uphold the decision or make a new determination.
- c. When the combined total of all PT overloads reaches twenty-four (24) cases, the district will post for a 1.0 PT.

**C. Speech-Language Pathologists (SLP)**

**1. Caseload Limits**

- a. The District will assign caseloads of 1.0 FTE for forty-four (44) students. SLPs who accept additional .2 FTE; caseload will be fifty-three (53).

**2. Overload**

- a. Speech Language Therapists: Two (2) hours of the individual's professional rate of pay for each case above forty-four (44) per month.

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- b. Upon the Speech Language Pathologist (SLP) reaching forty-nine (49) cases, the employee shall initiate a request for a meeting with the Executive Director of SSS, or their designee, to determine the maximum number of additional overload cases the employee is able to assume, while ensuring the effective delivery of services consistent with their current FTE status. This meeting shall be scheduled and held within seven (7) working days. If mutual agreement cannot be reached, the SLP may appeal to the Assistant Superintendent of Human Resources and the Association President within 30 days, who will uphold the decision or make a new determination.
  
- c. When the combined total of all SLP overloads reaches forty-four (44) the district will post for a 1.0 SLP.

**Evaluations for Students who do not qualify for Special Education Services**

The Parties agree to collect data regarding the number of initial evaluations conducted during the first semester of the 2025-26 school year that do not result in students qualifying for speech, OT, or PT services. The data collected shall include, but not be limited to, the total number of evaluations completed, inclusive of time spent on the following:

- a. referral meeting/case study
- b. administration of the assessment tool(s)
- c. assessment scoring
- d. report writing
- e. evaluation meeting

The District and the Association will agree to the data tracking form to be used by September 15, 2025. The Parties further agreed to convene in February 2026 to review and assess the impact of the evaluations on the workload SLPs, OTs, and PTs involved.

Agreed to this 23rd day of April, 2025

Signed this 23rd day of April, 2025.

FOR THE ASSOCIATION:

FOR THE DISTRICT:



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Elaine Hogg, President  
Auburn Education Association

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Jon Young,  
Assistant Superintendent of Human  
Resources