

Consolidation Transition Plan - for 03.26.25

Overview

As part of Santa Rosa City Schools' commitment to enhancing, transforming, and redesigning how we provide services to students, this transition plan outlines the district's approach to implementing school consolidations and restructuring, including the closure of two elementary and two middle schools with the integration of 7th and 8th graders into 7-12 secondary school models. This plan ensures a coordinated, student-centered approach across all departments, maintaining clear communication, operational efficiency, and student success while addressing the evolving needs of our school communities.

Transition Structure

Design Team

The Design Team provides strategic oversight and coordination, ensuring that all aspects of the transition align with district decisions and labor agreements. The team includes:

- Superintendent
- Department Representatives (One from each: Communications, Educational Services, Special Services, Business Services, Wellness & Engagement, and Human Resources)
- SRTA Representatives
- CSEA Representatives

Implementation Team

The Implementation Team is responsible for carrying out transition initiatives, ensuring departmental coordination, and problem-solving challenges. It includes multiple leads from each division/department and representatives from SRTA and CSEA.

Empower School Teams and Various Departments

Each department will form Empower Teams responsible for planning, executing, and monitoring transition-specific tasks, ensuring the smoothest possible experience for students, staff, and families.

- Communications
 - Educational Services
 - Special Services
 - Business Services, which includes facilities, technology, purchasing/warehouse & duplicating, fiscal, child nutrition services, and information and evaluation
 - Wellness and Engagement
 - Human Resources
 - Empower Team - at Santa Rosa Middle School, Santa Rosa High School, Slater Middle School, Montgomery High School, Piner High School, Comstock Middle School and all Elementary Schools
 - SRTA and CSEA members
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Department-Specific Transition Plans

1. Communication and Engagement

Goal: Ensure timely and accessible communication with all stakeholders.

Key Actions:

- Working with SCOE’s communication team on “moving into 2025-2026: *SRCS: ReDesign and ReEngage*” communication campaign
- Communication of updates sent every week on Monday around noon.
- Working with Empower Teams to video the areas where students will be next year. Planning to produce a short video for Montgomery High School’s upcoming welcome event on March 27.
- Website page - *SRCS: ReDesign and ReEngage; Transition Plan* - under construction and will be launched this week.

2. Educational Services

Goal: Ensure a smooth academic transition for all students and maintain high-quality instruction in the new 7-12 secondary model.

Key Actions:

- [Elementary Readiness Plan](#) - Facilitate a seamless academic and social-emotional transition for Brook Hill and Albert Biella students, families, and staff as they move to their new school site.

- Middle school sports will continue using the current middle school sports facilities with transportation being provided if needed.
- SRMS/SRHS Empower teams met. Working together they decided DeSoto Hall will be designated as the location for the middle school.
- Herbert Slater's empowerment team met to discuss key priorities for maintaining a meaningful middle school experience for students.
- SRMS held an incoming information night for incoming 7th and 8th graders

3. Special Services (Special Education)

Goal: Ensure continuity of services and individualized support for students receiving special education services.

Key Actions:

- Identify additional staff spaces required (e.g. school psychologists; SLPs, OT room, sensory room)
- Inform parents of new sites for special education program classes
- Review available sites (classrooms, bathrooms, sensory rooms, exterior fencing etc.)

4. Business Services (Including Facilities/Operations, Finance, Nutrition Services, Technology, Purchasing/Warehouse & Duplicating, and Information & Evaluation)

Goal: Ensure financial stability and proper resource allocation while adapting SRCS operations to accommodate additional grade levels.

Key Actions:

- **The intradistrict transfer application period has closed, and parents have been notified of the status of their request.**

Facilities, Maintenance, and Operations

- Erik Oden and the facilities team continue supporting school site Empower Teams, making year two plans at Santa Rosa Middle School, Hilliard Comstock Middle School, and planning for a building with a bathroom at Piner High School. More information related to year two plans and the planning of the building at Piner High School will be published later.
- Erik Oden and the Facilities team are continuing their support of Special Services to identify appropriate rooms for Special Ed students at Elementary school sites.

Fiscal

- Joel Dontos and the Fiscal Services team continue to support transition teams' work and schedule Strategic Planning Meetings to update fiscal operations for the beginning of the 2025-26 school year. Joel Dontos will schedule the Strategic Planning Meeting soon.

Child Nutrition Services

- Ed Burke will participate in discussions on meal service periods at school sites. Meal service periods will be part of discussions related to bell schedules. The appropriate separation of age range groups will be an emphasis on meal service period planning.

Technology

- Adrian Bica and The technology team are determining the number of walkie-talkies needed at each school site, evaluating best practices related to student devices, and updating the guidelines in the Student Handbook related to technology use. The technology team continues to support the daily work of the SRCS community and the transition teams. Adrian Bica will follow up with an update regarding walkie-talkies, student device best practices, and policy updates to the Student Handbook in the future.

Information & Evaluation

- Emanuele Bardelli and the Information and Evaluation team have completed their work on Intra-district transfers. Families have received notifications about the status of their requests.
 - Families approved for intra-district transfers will register at their chosen school site. The information and evaluation team will support school site registration staff in enrolling incoming students.

Purchasing

- Kelley Cook is evaluating vendor contracts and will participate in discussions related to moving materials.

5. Wellness & Engagement (Student Services)

Goal: Provide robust **social-emotional and wellness support** (internal document) to students during the transition.

Key Actions:

- Review the transfer requests during the week of **March 17-21** and will notify families of the decisions by **March 21**.
- **Spring Break Snow Trip – March 19** In partnership with LandPaths and the Violence Prevention Partnership, take students from Santa Rosa High School and Elsie Allen High School on a snow trip.
- Host the **School Resilience & Rebuilding Alliance** meeting on **March 28th** at **Lewis Early Academy, 2230 Lomas Ave. Santa Rosa, CA, 94504** from **8:00-9:00 am.**
- In partnership with the **Santa Rosa Police Department**, we are hosting a series of workshops for families on **fantanyl education and youth gang violence**. **Workshop Dates & Locations:**
 - **Elsie Allen High School** – March 25, 2025 | 5:30-7:30 PM
 - **Santa Rosa High School** – March 26, 2025 | 5:30-7:00 PM
 - **Maria Carrillo High School** – March 27, 2025 | 5:30-7:30 PM

6. Human Resources

Goal: Ensure appropriate staffing and smooth personnel transitions while honoring collective bargaining agreements.

Key Actions:

- Meet with CSEA representatives to bargain the effects and impacts of layoffs (week of 3/24 and/or 3/31)
- Meet with SRTA representatives to bargain the effects and impacts of layoffs (3/25 9:30am-3:30pm)
- Meet with Teamsters representatives to bargain the effects and impacts of layoffs (3/28 9:00am-1:00pm)
- Work with SRTA and CSEA to align staffing changes with contract provisions, develop an MOU with SRTA to address the “bulk” transfer of certificated staff from HSMS and SRMS to the respective high school campuses and address negotiable items, such as bell schedules and working conditions.
- In collaboration with Site Administrators, develop a support plan for displaced staff, ensuring a smooth transition to new roles within the district.
- Address staffing needs specific to integrating 7th and 8th-grade students into high school campuses.

Ongoing Monitoring and Adjustments

The Design Team and Implementation Team will meet regularly to assess progress, address challenges, and adjust plans as needed. Feedback from students, families, and staff will be essential in ensuring a smooth transition and continued improvements.

This plan is designed to prioritize student success, minimize disruption, and foster a strong and unified school community throughout this transition.