

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SANTA ROSA CITY SCHOOLS
AND THE
SANTA ROSA TEACHERS ASSOCIATION**

April 18, 2025

**IMPACTS AND EFFECTS OF SCHOOL CONSOLIDATION AND CLOSURE
TRANSITION**

The Santa Rosa City Schools (“District”) and the Santa Rosa Teachers Association (“Association”), jointly known as the Parties (“Parties”) enter into this Memorandum of Understanding (“MOU”) during the 2024-2025 and 2025-2026 school years in response to the closure and consolidation of schools. For the purposes of this MOU, the term “Unit Members” shall mean all certificated bargaining unit members.

Specifically the Board of Education voted to:

Close Albert Biella and Brook Hill Elementary Schools at the end of the 2024-2025 school year, and;

Consolidate Herbert Slater and Santa Rosa Middle Schools with Montgomery High School and Santa Rosa High School respectively at the end of the 2024-2025 school year, and;

Unless otherwise noted below, the provisions of this MOU shall supersede any provisions of the Collective Bargaining Agreement (“CBA”) between the Parties that are in conflict for the duration of this MOU, or until modified by mutual agreement of the District and the Association. This MOU is subject to the Grievance Procedure in Article 4 of the CBA between the Parties while this MOU remains active.

This MOU shall expire by June 30, 2026, unless extended by the mutual consent of the Parties.

The Parties agree to the following amendments to the CBA and the new provisions as specified below:

1. Elementary School Closure:

- a. Unit members working at a closed elementary school shall be considered displaced Unit Members and shall follow the involuntary transfer provisions of the CBA and this MOU.
- b. In the event that there is not enough classroom space to separately house the number of Unit Members on a site, necessitating a Unit Member to move from one classroom to another:

- i. For Unit Members in assignments that are usually assigned to only one room for instruction, they shall be assigned to a maximum of two (2) classrooms.
- ii. Classrooms will be supplied with appropriate curriculum, teaching materials, supplies, storage and electrical capacities for each Unit Member assigned to the classroom(s).
- iii. Unit Members shall be provided a space for prep time away from a student-occupied classroom, or common staff room equipped for eating.
- iv. Shared classrooms shall be provided a lockable storage space-for each unit member assigned to the classroom. Each unit member shall be provided a desk in at least one of their assigned classrooms at their primary site.

2. JR/SR High School Relocation/Consolidation:

- a. For the 25-26 school year, Unit members working in grades 7-8 and those in grades 9-12 that are being consolidated into 7-12 school sites will be treated as separate middle school (7-8) and high school (9-12) sites in terms of the CBA including, but not limited to, Article 13 Transfers and Reassignments, Appendix G, etc., and any provisions specific to middle schools and high schools and the assigned grade levels shall remain.
- b. Unit Members Agreeing to Relocate
Section 13.3 – Involuntary Transfers shall be waived for Unit Members at Herbert Slater Middle School who agree to relocate to Montgomery High School’s campus and for Unit Members at Santa Rosa Middle School who agree to relocate to Santa Rosa High School’s campus. These Unit Members shall move as a group to these new locations and shall otherwise retain all rights and privileges afforded to them under the CBA. All relocations shall occur prior to the involuntary transfer process.
- c. Unit Members Not Agreeing to Relocate
Section 13.3 – Involuntary Transfers shall remain in effect for Unit Members at Herbert Slater Middle School who do not agree to relocate to Montgomery High School’s campus and for Unit Members at Santa Rosa Middle School who do not agree to relocate to Santa Rosa High School’s campus. These displaced Unit Members shall follow the Involuntary Transfer provisions of the CBA to determine their placement and assignment for the 2025-2026 school year.
- d. Per Article 6 of the CBA, schools being consolidated will continue to vote on their own bell schedules. Empower Teams may facilitate discussion between sites at consolidated school campuses and may make recommendations for the betterment of the 7-12 site, but individual sites sharing a campus will independently ratify all bell schedules and/or MOUs.

- e. In the event that there is not enough classroom space to separately house the number of Unit Members on a consolidated campus, necessitating a Unit Member to move from one classroom to another:
 - i. For Unit Members in assignments that are usually assigned to only one room for instruction, they shall be assigned to a maximum of two (2) classrooms At Montgomery JR/SR High School where every effort will be made to limit this to two (2) classrooms, prior to the opening of the new building at which time the above language will apply.
 - ii. Classrooms will be supplied with appropriate curriculum, teaching materials, supplies, storage and electrical capacities for each Unit Member assigned to the classroom(s).
 - iii. Unit Members shall be provided a space for prep time away from a student-occupied classroom, or common staff room equipped for eating.
 - iv. Shared classrooms shall be provided a lockable storage space-for each unit member assigned to the classroom. Each unit member shall be provided a desk in at least one of their assigned classrooms at their primary site.

- f. Course sections offered in the 2024-2025 school year at middle schools that the District plans to offer in the 2025-2026 school year shall not be transferred to a Unit Member assigned to a high school (9-12) assignment, and shall continue to be taught by Unit Members assigned to middle school (7-8) sites located on a 7 Jr/Sr high school campus, except where necessary due to enrollment. In this case, normal involuntary transfer procedures will be followed.

3. Provisions to apply to All Unit Members:

- a. Displaced Teachers/Transfers/RIFs
 - i. Article 13 – Transfers and Reassignments shall remain in effect for all Unit Members displaced as a result of school closures and consolidation with the exception of item 2b above. All Unit Members to be involuntarily transferred as a result of school closure/consolidation shall follow Article 13 with the following additions:
 - 1. Unit Members that are displaced and to be involuntarily transferred shall have the right to select their location and assignment from a list of all vacant positions for which the unit member is qualified.
 - 2. Displaced Unit Members shall select their location and assignment starting with the Unit Member with the highest District-wide seniority to the least District-wide seniority.
 - 3. The District shall provide all displaced Unit Members with a list of vacant positions indicating grade level/subject and school site. The list shall be provided at least 5 (five) work days in advance of the involuntary transfer selection process. The involuntary transfer selection process shall be completed no later than May 30, 2025.

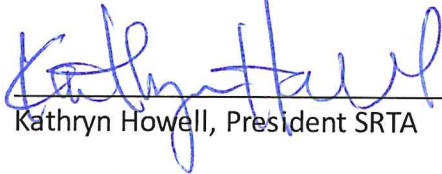
4. Any Unit Member who is issued a Reduction In Force (RIF) notice that is rescinded or rejected by May 14 and is displaced and not at a site that is relocating shall be included in the involuntary transfer process described above.
 - ii. Unit members shall, upon request, be provided a movable cart to transport supplies and instructional materials from space to space, but are not required to use one.
- b. Compensation
 - i. Empower Teams shall be authorized to create staff orientations, site visits and other events for staff to collaborate, embrace school culture, and engage in collaborative and smooth transitions. Days beyond the contract proposed by the Empower Teams shall be voluntary, and paid at the extended day rate. These events require pre approval from Cabinet.
 - ii. As a result of the displacement of unit members due to the closing and consolidation of schools, any newly added trainings will be both voluntary and paid at the extended day rate.
 - iii. For those students with IEPs who will be transitioning from a closed site to a new site, an IEP amendment will be created to change the school of attendance. These amendments will be completed by district or site administrator and signed by administrator and parent pursuant to Cal. Ed. Code Sec. 56380.1. If the student requires more extensive changes to the IEP, then a transition IEP meeting will be convened and compensated per the CBA.
 - iv. Unit members who are assigned to a grade level span (7-8, 9-12) shall not be required to perform work at another site on the same campus. If a unit member is asked to voluntarily support student(s) at another school located on the same campus, the unit member may timecard at the extended day rate, if it is beyond their regular schedule. This will require pre-approval from site administration and will be paid from the site budget.
- c. Relocation Logistics
 - i. District will provide ample moving boxes and packing tape, and access to step stools, recycling bins, dumpsters, etc, by May 15th, 2025 to all unit members at affected sites.
 - ii. Unit members will receive eighteen (18) hours paid time, paid at the extended day rate, for the sorting, packing and unpacking of classroom materials
 1. All district curriculum, bulk textbooks, manipulatives, classroom libraries and materials will be packed and moved by district selected movers.
 2. Employees are responsible for packing and moving their personal items.
 3. Employees are responsible for packing all other classroom items but moving will be provided by district selected movers.


4. Equipment and materials from specialty classes, including but not limited to, PE, CTE, VAPA, Science, Culinary/Industrial/Tech, Leadership (ASB), Student Activities, will be packed, labeled, and moved by district selected movers. Personal items are not considered specialty equipment or materials.
 5. Unit Members who are displaced, relocated, or involuntarily transferred, who are staying within the same subject, grade span, or job description may take the teaching-related manuals and materials with them to their new site.
- iii. Unit Members who are displaced, relocated, or involuntarily transferred, who are staying within the same subject, grade span or job description may request to take their current furniture with them to their new site. Requests to transfer furniture must be reviewed and approved by the Executive Director of FMO, and the site Principal.
 1. Request form to be provided by FMO.
 - iv. Unit members may take all items, acquired through “Donors Choose,” or similar programs/organization(s) to their new site or location.
 - v. District will provide information to all closing and consolidating sites regarding a process for staging of packed materials, who has access to packed materials, timeline for transport of materials, and what the process is when materials are missing, no later than May 15th, 2025.
 - vi. Unit members are encouraged to turn in their keys as early in June as possible, however all keys must be turned in to the site principal or designee prior to June 30, 2025.
 - vii. Unit Members will be provided with classroom space that is empty, cleaned, fully operational, and suitable for setup no later than August 1, 2025.
 - viii. Unit Members will receive keys to their new sites, classrooms, etc as soon as possible and no later than August 1, 2025.
 - ix. Physical moving of materials shall be done by appropriate staff no later than, August 1, 2025.

As more information and/or changes are presented by SRCS, the SRCS Board of Education, and/or SCOE throughout the closure and consolidation process, SRTA reserves the right to negotiate further impacts and effects of these changes.

Dated: 4/18/25

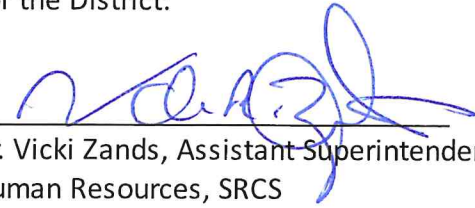
For the Association:


Kathryn Howell, President SRTA


Ian Myers, Chief Negotiator SRTA

Dated: 4/18/25

For the District:


Dr. Vicki Zands, Assistant Superintendent
Human Resources, SRCS


Lisa August, Associate Superintendent
Business Services, SRCS

Dr. Daisy Morales, Superintendent, SRCS

Approved by the Board: 4/23/25