

**MEMORANDUM OF UNDERSTANDING BETWEEN
SANTA ROSA CITY SCHOOLS
AND
THE SANTA ROSA TEACHERS ASSOCIATION
ELSIE ALLEN SENIOR HIGH SCHOOL INSTRUCTIONAL 4x4 Block Schedule (BELL SCHEDULE)**

This Agreement was made and entered into this day **May 29, 2025**, by and between Santa Rosa City Schools (“District”) and Santa Rosa Teachers Association (“Association”).

The Santa Rosa Teachers Association (hereinafter referred to as Association) and the Santa Rosa City School Districts (hereinafter referred to as District) have met and negotiated and agree to the following changes at **ELSIE ALLEN SENIOR HIGH SCHOOL**, effective with the **2025-2026** school year:

1. The attached ELSIE ALLEN SENIOR HIGH SCHOOL'S 4x4 Block Schedule includes the following SRTA/District Collective Bargaining Agreement modifications:
 - a. Section 6.1 of the collective bargaining agreement which requires on-site responsibilities 15 minutes after students are dismissed from the last normally scheduled class for the site, will be waived to provide individual, Common Planning Time (hereinafter referred to as CPT) on Wednesdays from 8:00 - 8:55 am.
 - i. Common planning times (CPT) are to be utilized by unit members for completing their educational activities directed by the needs of the unit member. For example, an individual unit member could be working on a task or participating in collaboration meetings. During CPT, unit members are expected to collaborate with other unit members/staff and/or work individually to meet student outcomes as determined by district MVP, LCAP, and SPSA goals. Educators will be required to remain on campus for the full CPT minutes. Administrators cannot hold required meetings during common planning time.
2. The instructional master schedule will consist of a 4x4 Block Schedule, following the attached bell schedule. Classroom teachers working a 1.0 FTE will be assigned six (6) teaching periods per year and two (2) non-teaching sections. Less than full-time assignments will use the following approximations:
 - i. 0.833 FTE would be assigned 3 periods one semester, and 2 periods the other.
 - ii. 0.667 FTE would be assigned 2 periods one semester, and 2 periods the other.
 - iii. 0.500 FTE would be assigned 2 periods one semester, and 1 period the other.
 - iv. 0.333 FTE would be assigned 1 period one semester, and 1 period the other.
 - v. 0.167 FTE would be assigned 1 period in one semester.
 - b. Classroom teachers working less than a 1.0 FTE will work with administration to determine the appropriate placement of prep periods.
 - c. Year-Long Classes: Teachers may request to teach a year-long class instead of a semester-length class. Teachers will not be assigned a year-long class without requesting it.
 - d. For the purpose of calculating FTE, a year-long class will count as $\frac{1}{2}$ of a class each semester. (Fall and Spring). A year-long class is defined as a 90-minute A/B class.
 - i. A/B classes will meet on alternate days, during the same class period, taught by the

- same teacher.
- ii. Year-long classes may include but are not limited to: Directed Studies, Co-Lab, Yearbook, ASB, Performing Arts, select AP classes, Freshman PE, and ALD. Additional courses may be added by consensus of the counseling chair, the department chair, the site principal, and the teacher.
3. For the purpose of this MOU, in regards to a 1.0 FTE, Article 14.5.1 (c) will be modified to 99 per teaching day for classes other than physical education, and 111 per teaching day in physical education. All other agreements for secondary class sizes and overages remain in place. These numbers will also be prorated for assignments outside of 1.0 FTE.
 - a. If a teacher is teaching an A/B schedule, their number counted for overages would increase by 33 per A/B class added, i.e. for a teacher scheduled to teach 2 semester-length classes and 1 A/B class, their adjusted average daily enrollment cap would be 132.
 4. Article 6.6.3(b) will be waived; two (2) minimum days for final examinations shall be placed at the end of each quarter.
 5. For students, this agreement must conform to the State Department of Education guidelines requiring 64,800 annual instructional minutes, as required by Senate Bill 813.
 - a. If the State Department of Education determines the attached Instructional Block Schedule for ELSIE ALLEN SENIOR HIGH SCHOOL to be out of compliance, in reference to Senate Bill 813, the proposed instructional block schedule would have to be modified to be in compliance, or the instructional block schedule would return to the status quo.
 6. All Memoranda of Understanding are subject to approval by the Board of Education.
 7. This Memorandum of Understanding will expire on June 30, 2026. A full review and audit of the cost and effectiveness of this model will be conducted before approval of a new year with a similar schedule.

[Link to EAHS Bell Schedules Used](#)

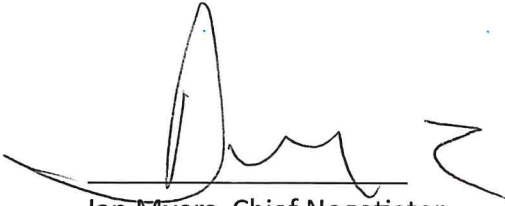
[Link to EAHS Daily Minutes for 2025/2026](#)

Dated: 5/29/2025

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For the Association:

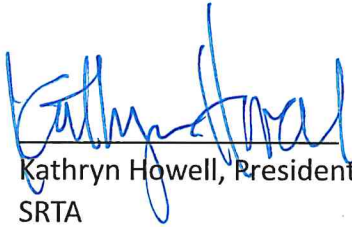
For the District:



Ian Myers, Chief Negotiator
SRTA



Dr. Vicki Zands, Assistant Superintendent
Human Resources, SRCS



Kathryn Howell, President
SRTA



Lisa August, Interim Superintendent
SRCS

Board Approved: 6/11/2025