

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

May 5, 2026

**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 2025-2026 and 2026-2027 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 Steele Lane at the end of the 2025-2026 school year, and;

Consolidate Hilliard Comstock Middle School with Piner High School at the beginning of the 2026-2027 school year, and;

Create a junior high school program (7th/8th grade) at Elsie Allen High School beginning in the 2026-2027 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 on June 30, 2027, 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 closing elementary school shall be considered displaced Unit Members and shall follow the involuntary transfer provisions of the CBA and this MOU.
 - b. Involuntary Transfers shall be waived for Unit Members at Steele Lane Elementary School who agree to relocate to the open elementary positions within the district. These Unit Members shall be given the opportunity to select by seniority between these positions and shall otherwise retain all rights and privileges afforded to them under the CBA. All relocations shall occur prior to the involuntary transfer process. Any Unit

Member choosing positions outside of the scope of elementary, or unable to choose due to a lack of available positions, shall move into the involuntary transfer process.

- c. 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 and 26-27 school years, Unit members working in grades 7-8 and those in grades 9-12 at sites that are being consolidated into 7-12 school sites will be treated as separate JR high school programs (7-8) and SR high school programs (9-12) 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. Involuntary Transfers shall be waived for Unit Members at Hilliard Comstock Middle School who agree to relocate to the newly formed JR High school programs at Piner or Elsie Allen. These Unit Members shall be given the opportunity to select by seniority between 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. Any Unit Member choosing neither location, or unable to choose between the locations due to a lack of available positions, shall move into the involuntary transfer process.
- c. Per Article 6 of the CBA, schools being consolidated will continue to vote on their own bell schedules. Empower Teams (ReDesign) may facilitate discussion between sites at consolidated school campuses and may make recommendations for the betterment of the Jr/Sr site, but individual sites sharing a campus will independently ratify all bell schedules and/or MOUs.
- d. 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.
 - 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.
- e. Course sections offered in the 2025-2026 school year at JR High school programs

that the District plans to offer in the 2026-2027 school year shall not be transferred to a Unit Member assigned to a SR high school program (9-12) assignment, and shall continue to be taught by Unit Members assigned to JR high school program (7-8) located on a Jr/Sr High School campus, except where necessary due to enrollment. In this case, normal involuntary transfer procedures will be followed.

3. Formation of the JR High School program (7th/8th grade) at Elsie Allen High School:

- a. For the 2026-2027 school year, the bell schedule(s) for the JR high school programs will be compliant with Article 6 of the CBA and Ed Code.
- b. Classrooms will be supplied with appropriate curriculum, teaching materials, supplies, storage, and electrical capacities for each Unit Member assigned to the classroom(s).
- c. Course sections created for the Elsie Allen 7th/8th grade JR high school program students in the 2026-2027 school year shall not be transferred to a Unit Member assigned to a SR high school program (9-12) assignment, until the normal involuntary transfer procedures have been followed.

4. 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. All Unit Members to be involuntarily transferred 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 29, 2026.
 4. Any Unit Member who is issued a Reduction In Force (RIF) notice that is rescinded or rejected by May 13, 2026 and is displaced 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 (ReDesign) 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 (ReDesign) 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, 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, including but not limited to the elimination of a program, then a transition IEP meeting will be convened and compensated per the CBA.

- iv. Unit members who are assigned to a grade level span (JR High School program, 7-8, SR High School program, 9-12) shall not be required to perform work beyond their regular schedule.
- c. Relocation Logistics
 - i. District will provide ample moving boxes and packing tape, and access to step stools, recycling bins, dumpsters, etc, **no later than May 22, 2026** 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.
 6. 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.
 7. Request form to be provided by FMO.
 - a. Unit members may take all items, acquired through “Donors Choose,” or similar programs/organization(s) to their new site or location.
 - b. The 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 22, 2026**.
 - c. 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, 2026.
 - d. Unit Members will be provided with classroom space that is empty, cleaned, fully operational, and suitable for setup **no later than August 3, 2026, with the exception of new construction which will be available no later than August 10, 2026**.
 - e. Unit Members will receive keys to their new sites, classrooms, etc as soon as possible and **no later than August 3, 2026, with**

the exception of new construction which will be available no later than August 10, 2026.

- f. **Physical moving of materials shall be done by appropriate staff no later than August 3, 2026, with the exception of new construction which will be available no later than August 10, 2026.**

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: 5/5/2026

For the Association:

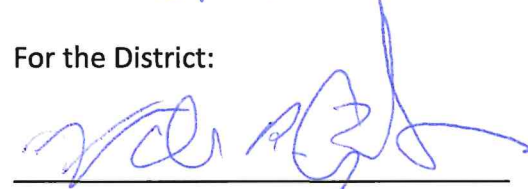

Kathryn Howell, President SRTA

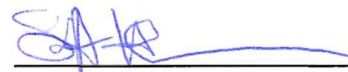

Hannah Hofmann, Chief Negotiator SRTA

Ratified by SRTA: 5/18/2026

Dated: 5/5/2026

For the District:


Dr. Vicki Zands, Assistant Superintendent
Human Resources, SRCS


Lisa August Hulme, Interim Superintendent, SRCS

Approved by the Board: 5/27/2026