

**MEMORANDUM OF UNDERSTANDING BETWEEN
SANTA ROSA CITY SCHOOLS
AND
THE SANTA ROSA TEACHERS ASSOCIATION
Title I Counselor on Special Assignment (COSA) Workload MOU**

This Agreement renews the Memorandum of Understanding originally entered into on June 17, 2025, by and between Santa Rosa City Schools ("District") and Santa Rosa Teachers Association ("Association"), and approved by the Board of Education on June 25, 2025. All terms and conditions of the original Agreement remain unchanged and in full force and effect.

Santa Rosa City Schools and Santa Rosa Teachers Association enter this Memorandum of Understanding to establish the terms and conditions of a Title I Counselor on Special Assignment (COSA) position, funded through central Title I funds, to provide targeted support to improve student outcomes for at-risk 8th and 9th grade students, including but not limited to socio-economically disadvantaged youth, Homeless & Foster Youth, English Language Learners.

1. Caseloads:

- a. The Title I COSA shall support no more than **150** students at any given time.
- b. The following criteria will be used to identify students who qualify
 - i. Less than 90% attendance rate (both Chronic Absenteeism and Truancy)
 - ii. D or F grade in 4 or more classes
- c. If caseload allows, additional students may be added using site-developed criteria

2. Work Year/Hours/Reporting Structure

- a. The COSA position shall follow the secondary counselor work year calendar and daily schedule as defined by the current collective bargaining agreement and site bell schedule.
- b. District agrees to make every effort not to schedule District-wide Title I COSA meetings that conflict with Site staff meetings.
- c. The COSA will report directly to the Assistant Superintendent of Educational Services or their designee.

The Association and the District agree that this Memorandum of Understanding shall not constitute a precedent in any grievance proceeding, claim, or litigation raising the same or similar issues and shall expire in full without precedent on **June 30, 2027**.

Dated: 6/11/2026

Dated: 6/11/2026

For the Association:

For the District:

Hannah Hofmann
Hannah Hofmann (Jun 12, 2026 17:53:35 PDT)
Hannah Hofmann, Chief Negotiator
SRTA

Vicki Zands
Vicki Zands (Jun 13, 2026 10:38:00 PDT)
Dr. Vicki Zands, Assistant Superintendent
Human Resources, SRCS

Kathryn Howell
Kathryn Howell (Jun 13, 2026 06:28:28 PDT)
Kathryn Howell, President
SRTA

Lisa August Hulme
Lisa August Hulme
Lisa August, Interim Superintendent
SRCS

Ratified by SRTA: _____

Board Approved: _____