

TENTATIVE AGREEMENT  
AND  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SANTA ROSA CITY SCHOOLS DISTRICT  
AND  
SANTA ROSA TEACHERS ASSOCIATION

This Tentative Agreement and Memorandum of Understanding is entered into by and between the Santa Rosa City School District (“District”) and the Santa Rosa Teachers Association (“SRTA”), (“collectively, “Parties”) concerning both (a) the reopener negotiations for the 2025-2026 and 2026-2027 school years as part of the 2024-2027 Collective Bargaining Agreement between the Parties, and (b) the impacts and effects of the reductions in force (layoffs), school closures and consolidations, increase to class size grades 1-3, the elimination of mild/moderate special day classes at the elementary level and the elimination of co-teaching at the secondary level, which will take effect during the 2026-2027 school year and as stated further below.

The Parties agree as follows:

1. The Parties agree to the following changes to the Collective Bargaining Agreement (“CBA”) and such changes shall be incorporated into any tentative agreement between the Parties for the 2027-2030 CBA unless modified by future agreements between the Parties:

Article 6 - Hours and Days of Employment

6.8 Duties. Unit members shall not be required to perform duties of classified, bargaining unit, or administrative positions which are not reasonably contemplated by their job description. Specific examples include, but are not limited to:

- a. Coordinating SST meetings
- b. Coordinating 504 meetings or plans
- c. Coordinating restorative meetings
- d. Coordinating MTSS meetings
- e. Managing FAFSA or CADAA completion activities
- f. Coordinating dual enrollment support
- g. Arranging job shadowing or work placement activities

- h. Providing case management services associated with eliminated positions

Although unit members may be expected to attend meetings referenced in (a)-(h) above, coordination and management responsibilities shall remain the duties of administrators.

6.9 Home and Hospital Instruction. Education Specialists may be assigned Home and Hospital services beyond the regular work day on a voluntary basis and paid for such work at the-prorated per diem rate for all time worked, including preparation as applicable up to six (6) hours per week per student, unless additional time is approved by their supervisor. Unit members will submit a service log reflecting the hours and work performed. Such students will remain on the caseload of their current case manager.

#### Article 7 - Teaching Conditions

7.1.3 Unit members will comply with accommodations as described in a student's IEP. Education Specialists not assigned to a program class (e.g. RISE, CEP, ESN) shall not be responsible for creating modified curriculum materials for students requiring modified curriculum under an IEP.

7.1.4 Training. The District shall offer training for all bargaining unit members assigned to provide or support push-in special education services at all grade levels. Training shall occur during the workday or, if outside the workday, the training will be voluntary and bargaining unit members shall be compensated at the Extended Day Rate.

7.1.5 Supervision of Classified Staff. Unit members shall not be required to train, supervise, discipline or evaluate instructional assistants or other classified staff. Unit members shall direct the instructional assistants to deliver lessons and content provided.

7.1.6 Collaboration Time for Inclusion Model. Unit members who have students placed in their classroom under the Inclusion Model may collaborate with Instructional Aides and Education Specialists up to one hour (1) per week and shall be paid at the Extended Day Rate for collaboration outside of their regular work day.

7.1.7 Inclusion Model Support. Unit members teaching in a general education classroom assigned students with IEPs according to the Inclusion Model shall work with Instructional Aides at a ratio not to exceed four (4) students to one (1) Instructional Aide.

7.1.8 Collaboration Time for Secondary Push-In Model. Unit members who have students placed in their classroom under the Push-In Model may collaborate with Instructional Aides and Education Specialists up to one (1) hour per week and shall be paid at the Extended Day Rate for collaboration outside of their regular work day.

7.1.9 Secondary Push-In Model Support. Unit members teaching in a general education classroom assigned students requiring SAI minutes in that course according

to the Push-In Model shall, at all times while students are present, be supported by an Education Specialist or an aide(s).

Article 8 - Safety

8.1.2.4 Classroom Occupancy Limit. The District shall comply with any legal requirements concerning occupancy limits for classrooms.

8.1.3 Response Protocols. Unit members will be notified no later than August 21, 2026, with a list of contact information of individuals at their site designated to address student behavior concerns, student supervision, and site safety responses. Each site shall convene the Safety Planning Committee to develop protocols for how staff should respond to student crisis situations and should address how to provide timely support assistance when needed. The protocols shall be shared with all unit members at the site no later than October 30, 2026.

8.1.4 A site Principal and Student Safety Advisor(s) will not be pulled from the site at the same time. In the event of the absence of both the site Principal and Student Safety Advisor(s) exists at the same time, a substitute will be provided.

8.1.5 Crisis Intervention Training. The District shall offer crisis intervention training to unit members at school sites and provide a list to SRTA leadership, upon request, of all individuals who have received such training at each school site.

Article 14 - Class Size

14.5.1(d) Elementary Special Education - The District will staff Special Education at:

- RSP (Educational Specialist) caseload: 28:1

District may, with a voluntary waiver agreed to by the unit member, assign up to four additional students to Education Specialists' caseloads in accordance with 5 C.C.R. § 3100; Education Specialists shall be provided written notification that such overages are voluntary. In no circumstances shall caseloads exceed the maximum allowed by law (currently, thirty-two (32).) Where such caseload overages are permitted by law, the District shall maintain signed caseload waivers.

14.5.8 Substitute Teaching Duties. Education Specialists shall not be assigned substitute teaching duties during time designated for Specialized Academic Instruction (SAI) services, except for emergency circumstances.

14.5.9 Each class participating in the Push-In Model will be composed of less than 30% of students having IEPs with SAI minutes in that course to the greatest extent possible. The maximum number of students with SAI minutes will not exceed 10 students per class. Beginning with the 11th student, or a class that exceeds the 30% threshold of students with an IEP, overages per 14.5.5 will apply for the General Education teacher.

14.5.10 Secondary Education Specialist Collaboration Prep Period. Secondary Education Specialists shall receive a Collaboration period in addition to their preparation period. This period shall be utilized to work with unit members and Instructional Aides in support of students as well as assessments and related IEP duties. This period cannot be directed by the administrator.

14.5.11 Each class participating in the Inclusion Model will be composed of less than 30% of students having IEPs with SAI minutes to the greatest extent possible. The maximum number of students with SAI minutes will not exceed 10 students per class. Beginning with the 11th student, or a class that exceeds the 30% threshold of students with an IEP, overages per 14.5.5 will apply for the General Education teacher.

#### Article 16 - Compensation

16.7.1 Elementary counselors work year shall be one hundred ninety (190) days, and elementary counselors shall be paid according to the SRTA Elementary Counselor (190 Day) Salary Schedule. An elementary counselor who is less than full-time shall have their salary and number of days in a work year pro-rated according to their full-time equivalent (FTE) percent.

16.7.2 Secondary counselors work year shall be one hundred ninety-five (195) days, and secondary counselors shall be paid according to the SRTA Secondary Counselor (195 Day) Salary Schedule. A secondary counselor who is less than full-time shall have their salary and number of days in a work year pro-rated according to their full-time equivalent (FTE) percent.

16.7.3 The comprehensive counselor ratio shall not exceed 1:400 students districtwide.

16.7.3.1 Beginning on the fifteenth (15th) instructional day, Counselors assigned 440 students or more shall receive compensation at 1.1 FTE and Counselors assigned 480 students shall receive compensation at 1.2 FTE.

16.7.3.2 Counselor caseloads will be balanced within the first 15 days of the first semester and the first 5 days of the second semester. Increased FTE will be per semester.

16.7.3.3 No counselor shall be assigned more than 480 students on their caseload.

2. In addition to the CBA changes agreed to above, the Parties agree to the following:
  1. Assessments and Report Card Committee. During the 2026-2027 school year, a committee, which includes a minimum of one (1) Elementary Teacher per grade level appointed by SRTA, shall be convened to review and make recommendations based on best and promising practices, to update and streamline report card practices, and to

review which data inputs in the District's report card system should be revised. The Assessments and Report Card Committee shall present to the Parties on or by December 11, 2026 its initial recommendations and on or by February 26, 2027 its final recommendations, if any. The committee shall report their non-binding recommendations to the Parties for the purposes of negotiating these recommendations as part of the 2027-2030 CBA negotiations. Any recommendations by the committee shall not be binding on either Party.

2. Special Education Implementation (SEI) Committee. The Parties recognize that they may not foresee all possible impacts and effects of implementing the District's transition to an inclusion model for students at the elementary level with mild-moderate support needs and the transition to a push in model for students at the secondary level. Consequently, the Parties agree to form a Special Education Implementation Committee which shall study the transition, identify any additional impacts and provide recommendations where appropriate. The committee shall consist of ten (10) members appointed by SRTA and ten (10) by the District. CSEA may each provide additional members, at their discretion. Committee members shall be compensated at their extra-duty rate for time spent attending SEI meetings or carrying out other tasks reasonably connected with their role. The SEI shall present to the Parties on or by December 11, 2026 its initial recommendations and on or by February 26, 2027 its final recommendations, if any. The committee shall report their non-binding recommendations to the Parties for the purposes of negotiating these recommendations as part of the 2027-2030 CBA negotiations. Any recommendations by the committee shall not be binding on either Party.
3. Class Size Article. As part of the 2027-2030 CBA negotiations, the District and Association agree to open Article 14 – Class Size to negotiate alternative average class enrollment beyond the 2026-2027 school year.
4. Conclusion of 25-26 and 26-27 Reopener Negotiations. The Parties agree to conclude reopener negotiations for the 2025-2026 and 2026-2027 school years with agreement that negotiations for Article 16 – Compensation shall remain status quo for both school years and that no other negotiations items remain open for these two school years.
5. Duty to Bargain. Except as provided for in this MOU, this MOU fulfills any and all rights and obligations either Party has under the EERA to bargain the impacts and effects of the 2025-2026 layoffs, school closures and consolidations, increase to class size grades 1-3, the elimination of mild/moderate special day classes at the elementary level, and elimination of co-teaching at the secondary level,
6. Relationship to the Contract Agreement Between Santa Rosa City Schools and Santa Rosa Teachers Association/CTA/NEA July 1, 2024 to June 30, 2027 ("CBA").

All other provisions not explicitly modified in this MOU remain governed by the CBA and the provisions of this MOU are subject to Article 4 – Grievance.

If a conflict arises between this MOU and the CBA, the terms of this MOU will prevail.

7. Duration. This MOU is effective upon signature and ratification of the Parties and shall remain in effect until such time as the Parties ratify a tentative agreement for the 2027-2030 CBA negotiations.
8. PERB Charge. SRTA agrees to withdraw with prejudice Unfair Practice Charge No. SF-CE-3784-E within 30 days of ratification of this MOU.

It is agreed.

Dated: 6/9/26

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For the Association:

For the District:

  
Kathryn Howell, President SRTA

  
Dr. Vicki Zands, Assistant Superintendent  
Human Resources, SRCS

  
Hannah Hofmann, Chief Negotiator SRTA

  
Lisa August Hulme, Interim Superintendent, SRCS

Ratified by SRTA:

Approved by the Board: