

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

LUTHER BURBANK ELEMENTARY SCHOOL INSTRUCTIONAL MINUTES (BELL SCHEDULE)

This Agreement was made and entered into this day **April 13, 2023**, 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 for **LUTHER BURBANK ELEMENTARY SCHOOL**, effective with the **2023-2024** school year.

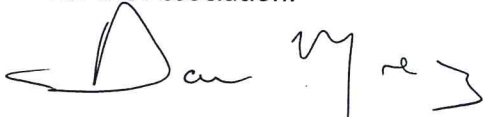
1. The instructional day will be extended by 10 minutes a day and Article 6.1 will be partially waived (15 minutes before school will be maintained, only required to remain on campus for 5 minutes after student dismissal) for four weekdays (Tuesday, Wednesday, Thursday and Friday) to allow for an early student release and common planning time of 40 minutes each Monday.
2. After school past the initial 5 minutes must be paid at the extended day rate.
3. Faculty meetings will be held immediately after common planning time on second and fourth Mondays of each month, can last up to 75 minutes, and will not exceed 21 total hours per school year per Article 6 of the Bargaining Unit Contract.
4. If the regularly assigned classroom teaching minutes exceed 305 minutes for the extended four days, Article 6.2 will be waived.
5. Article 6 of the Bargaining Unit Contract, except where specifically changed by this MOU, will remain in effect for all unit members at Luther Burbank Elementary School.
6. Common planning time will be utilized by unit members for completing their educational activities. This may include, but is not limited to, grade level or small group meetings for common planning, individual teacher curriculum planning, and other professional tasks. Educators will be required to remain on campus for the full 40 minutes. Administrators cannot hold required meetings during common planning time.
7. This agreement must conform to the California Department of Education requirement of [annual instructional minutes](#) as required by Senate Bill 813. If the schedule is found to be out of compliance with Senate Bill 813, the proposed schedule will have to be modified to meet instructional minute requirements or return to status quo. Minor modifications that do not change the overall structure of the bell schedule can be made with a simple majority vote of the members at the site.(examples: one-time change for special event day, moving breaks or recess slightly).

8. This Memorandum of Understanding will expire on **June 30, 2024**. It may be renewed for a period of two years, and must be renewed by March 31st each expiry year thereafter by a 66.0% vote of all SRTA members at Luther Burbank Elementary School.
9. Failure to renew will return Luther Burbank Elementary School to all existing contract language.

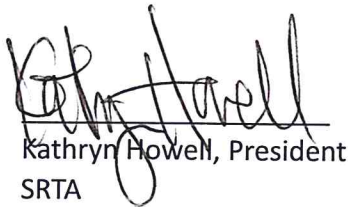
The Association and the District agree that this Memorandum of Understanding shall not constitute a precedent in any grievance proceeding, claim, or litigation raising the same or similar issues.

Dated: April 13, 2023

For the Association:



Ian Myers, Chief Negotiator
SRTA



Kathryn Howell, President
SRTA

Dated: April 13, 2023

For the District:



Michael C. Shepherd, Assistant Superintendent
Human Resources, SRCS



Anna Trunnell, Superintendent
SRCS