

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

**MONTGOMERY SENIOR HIGH SCHOOL INSTRUCTIONAL BLOCK SCHEDULE  
(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 at **MONTGOMERY SENIOR HIGH SCHOOL**, effective with the **2023-2024** school year:

The attached MONTGOMERY HIGH SCHOOL'S Instructional Block Schedule includes the following SRTA/District Collective Bargaining Agreement modifications:

1. Section 6.1 of the collective bargaining agreement which requires on-site responsibilities fifteen (15) minutes after students are dismissed from the last normally scheduled class for the site, will be partially waived to provide individual, Common Planning Time (hereinafter referred to as CPT) on Wednesday and Thursday from 2:51- 3:30
  - a. 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. Faculty meetings are not to overlap with common planning time on either Wednesday or Thursday. Faculty meetings can last up to 75 minutes, and will not exceed 21 total hours per school year per Article 6 of the Bargaining Unit Contract. Mandatory meetings that do count toward the total include, but are not limited to, grade-level meetings, department meetings, and/or all-staff meetings.
3. Section 6.2 of the collective bargaining agreement will be waived for designated teachers whose maximum teaching minutes per day exceeds 305 minutes as defined in the Montgomery High School Instructional Block Schedule.
4. Section 6.4.1 of the collective bargaining agreement will be partially waived. Preparation/consultation periods won't be daily but will be the same length in time as a full period of instruction.
5. Usage of Advocacy time will be determined by each individual unit member. Unit members are expected to take roll and maintain classroom expectations and rules. Unit members will not be assigned additional teaching responsibilities beyond these mentioned.
6. Unit members assigned an Advocacy class agree to partially waive contract language in 14.6.1

regarding maximum student contacts of 165 and 185 but only in regards to students in an Advocacy class. While unit members acknowledge that students on their Guided Study class roster do not count toward maximum student contacts in 14.6.1., maximum student contacts and overages as stated in the contract are still in effect for other instructional periods.

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. All Memorandums of Understanding are subject to approval by the Board of Education.
9. This Memorandum of Understanding will expire on **June 30, 2024**. It may be renewed for a period of one year, and must be renewed by March 31st each renewal year thereafter by a 66% vote of all SRTA members at Montgomery High School.

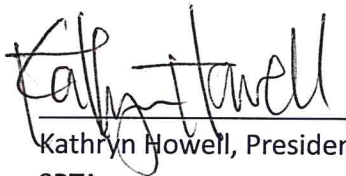
The Association and the District agree that this Memorandum of Understanding shall not constitute a precedent in any grievance proceeding, claim, or litigation raising the same or similar issues.

Dated: April 13, 2023

For the Association:



Ian Myers, Chief Negotiator  
SRTA



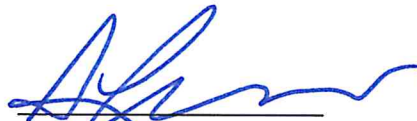
Kathryn Howell, President  
SRTA

Dated: April 13, 2023

For the District:



Michael C. Shepherd, Assistant Superintendent  
Human Resources, SRCS



Anna Trunnell, Superintendent  
SRCS