

**MEMORANDUM OF UNDERSTANDING BETWEEN  
PETALUMA CITY (ELEMENTARY) AND JOINT UNION HIGH SCHOOL DISTRICTS  
AND  
PETALUMA FEDERATION OF TEACHERS**

Whereas the Petaluma City Schools District ("District") has implemented Distance Learning in response to the COVID-19 pandemic through the end of the 2019-2020 school year, the District and the Petaluma Federation of Teachers ("Federation") agree to the following Memorandum of Understanding ("MOU"):

If an administrator and certificated staff member have completed both of the formal observations for the 2019-2020 school year, the administrator may complete the evaluation and present (in person or virtually) the evaluation to the certificated staff member for the 2019-2020 school year.

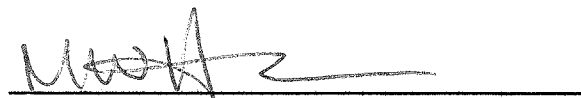
If an administrator and certificated staff member have completed one of the formal observations for the 2019-2020 school year, the administrator and certificated staff member will reach mutual agreement on whether to complete the evaluation and present (in person or virtually) the evaluation to the certificated staff member. If the administrator and certificated staff member do not mutually agree to complete this year's evaluation, the evaluation will be completed in the 2020-2021 school year.

The evaluation shall be presented to the certificated unit member (in person or virtually) no later than the close of business on May 15, 2020.

If an administrator and certificated staff member have not completed any of the formal observations for the 2019-2020 school year, the evaluation will be completed in the 2020-2021 school year.

This MOU is non-precedent setting.

For Petaluma School District



Matthew Harris, Assistant Superintendent of Human Resources

4-6-2020  
Date

  
Chris Thomas, Chief Business Official

4/6/2020  
Date

For Petaluma Federation of Teachers



Sandra Larsen, President

4-6-20  
Date

  
Doug Cox, Chief Negotiator

4-6-20  
Date