

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


The parties have met and agreed to the following changes to contract language, effective January 23, 2019.

**ARTICLE V WAGES**

**B. Early Retirement Option for 2020/2021**

1. Reduced Workload Program (RWP): Part-time employment with full-time retirement credit and health benefits as if full-time. RWP is available to all certificated employees, however may not be done at less than .5 FTE. Counselors and elementary unit members, with the exception of Special Ed teachers and Specialists who are working at an elementary site, have to work either .6 FTE or .5 FTE.
2. To be eligible for the RWP, the employee must meet all of the eligibility rules of Education Code 44922:
  - a. Be at least age 55 by their first work day of 2020/2021
  - b. Have a minimum of ten years of retirement service credit
  - c. Have a minimum of five consecutive years of full-time employment immediately preceding the reduction in workload, with no break in service during those years (approved leaves of absences do not constitute a break in service)
3. Eligible individuals must submit a letter of intent to participate in the RWP to the Human Resources Office by February 14, 2020. Participation is limited to five years.
4. The RWP is being offered with the agreement and understanding that:
  - The RWP is designed to be and shall be financially advantageous to the District. Unit members requesting to participate in the RWP will be notified if their request is approved, based on whether or not their request is financially advantageous to the District, by February 28, 2020.
  - The RWP is designed to be a pathway to retirement with a maximum of five years participation. Upon completion of five years in the RWP, the unit member must retire from the District.
  - If the RWP leads to a job share assignment at the elementary level, it is the responsibility of the participating teacher to find an acceptable partner and to submit a job share proposal. Acceptable means that the participating teacher, principal, and assistant superintendent of HR all agree to the job share proposal.

For Petaluma School District



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Matthew Harris, Assistant Superintendent of HR



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Chris Thomas, Chief Business Official

January 23, 2020

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Date

For Petaluma Federation of Teachers



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Sandra Larsen, President, PFT



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Doug Cox, Chief Negotiator, PFT

1/23/2020

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Date