

**MEMORANDUM OF UNDERSTANDING (#21) BETWEEN
PETALUMA CITY (ELEMENTARY) AND JOINT UNION HIGH SCHOOL DISTRICTS
AND
PETALUMA FEDERATION OF TEACHERS**

Petaluma City Schools ("Petaluma") and The Petaluma Federation of Teachers ("PFT"), hereinafter referred to as "the parties," agree to the following Memorandum of Understanding ("MOU") regarding flexible use of two (2) professional development days of the certificated work year beginning July 1, 2023 and ending June 30, 2024.

The parties agree that for the **2023-24 Fiscal Year only**, of the three (3) work days not currently included on the 2023-2024 calendar, two (2) days will be professional development days and one (1) day will be a unit member work day. Since the calendar committee was not able to incorporate these days into the 2023-24 calendar design, they will be placed at the end of the school year as follows:

- June 10, 2024 - Unit Member Work Day
- June 11 and 12, 2024 - Professional Development Day for professional development, planning, preparation, or collaboration.

For the 2023-24 school year **only**, the District will provide flexibility on use of the two final professional development days. For PFT Bargaining Unit Members who are not able to attend the June 11 and 12, 2024 due to other plans, they may propose an alternate plan to use those days on other current non-work days during the 2023-24 Fiscal year. The proposed plan must be presented to the site administrator prior to the first flex day and no later than September 1, 2023. If there is any concern about the proposed plan, the concerns will be shared with the Assistant Superintendent of Human Resources and the PFT President for resolution. This MOU will be shared and communicated with Site Administration.

This MOU is non-precedent setting and shall sunset June 30, 2024.

Petaluma City Schools



Jason Sutter, Assistant Superintendent,
Human Resources

2/8/2023

Date




Chris Thomas, Chief Business Officer

2/8/2023

Date


Petaluma Federation of Teachers



Sandra Larsen, President

2/8/2023

Date



Todd Siders, Chief Negotiator

2/8/2023

Date