

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

The Petaluma City Schools District (“District”) and The Petaluma Federation of Teachers (“PFT”), jointly known as the Parties (“Parties”), agree to the following Memorandum of Understanding (“MOU”) regarding the impact to working conditions due to COVID-19 and the ongoing transition from Distance Learning to In-person, Hybrid Instruction during the 2020-21 school year:

Whereas the Parties recognize that schools are critical to daily life and that collaboration between local public health, education officials, and educators is the best means to determine and balance competing concerns surrounding school reopening decisions.

Whereas the Parties agree to adhere to the most recent COVID-19 guidelines issued by the Sonoma County Public Health department and to meet as soon as possible to negotiate the impact and effects of any revisions or updates to these guidelines.

Whereas the Parties acknowledge that the transition to and from Distance Learning and In-person, Hybrid Instruction has been extremely challenging for everyone involved, these transitions have been particularly challenging for a subset of our student population.

Whereas Sonoma County is currently in the Orange tier and the most recent COVID-19 guidelines issued by the Sonoma County Public Health department allow for:

- Increased capacity of students in the classroom.
- Increased numbers of stable groups in schools.

Whereas on Saturday, May 8, 2021, the PCS School Board directed our District to allow **high school students (grades 9-12)** to enter the next phase of In-person, Hybrid instruction, beginning **Thursday, May 13, 2021**, as outlined below.

Pending space availability:

- Students who are currently attending in-person learning two days per week may choose to attend four days per week. Zero period instruction will also be available in-person on or after Thursday, May 13, 2021.
- All English Language Learners, students with disabilities (with an IEP), students with 504 plans, and Alternative Education students may choose to attend four days per week. This includes students who are currently in full-time distance learning.
- The District will allow graduating seniors who are currently participating in Distance Learning-only to return four days per week to receive in-person instruction. This choice is optional for all seniors.
- Wednesdays will remain Distance Learning days. The In-person, Hybrid bell schedules will remain as is, with the exception of zero period meeting in the mornings from 7:30 AM - 8:30 AM.
- Finals week will remain a Distance Learning week with no in-person instruction.
- All student schedule changes from Distance Learning Only to Hybrid will be finalized by Friday, May 14, 2021

Therefore, the Parties agree as follows:

Certificated high school staff will receive notice about changes to their In-person, Hybrid class roster by the end of the day on Tuesday, May 11, 2021. District Office staff have created a "Team 3" list in Aeries for classroom roster and attendance purposes.

Indoor, high school classroom capacity will be limited to current Sonoma County Public Health department COVID-19 safety guidelines (three-foot guidance), while taking into account non-movable barriers in each classroom. Site administrators will work with certificated staff to verify individual classroom capacity before placing students.

In order to help mitigate any impact to certificated high school staff who need to adjust curriculum or the classroom space, certificated high school staff may submit a pay claim for up to 6 hours, at the extra duty rate. Additional time above and beyond 6 hours would be considered on a case-by case basis with pre-approval from the site principal.

High school site administrators will use similar health and safety protocols as those used during the first week of In-person, Hybrid instruction. Specifically, site administrators will make every effort to ensure students are:

- (1) Completing their daily health screening forms
- (2) Using the dedicated ingress/egress points
- (3) Following all health and safety guidelines

The Parties have a shared interest in keeping lines of communication open and agree to work collaboratively for the benefit of students, staff, parents, and the District community. Furthermore, the Parties agree to resolve issues together as they relate to negotiable working conditions in the In-person, Hybrid model of instruction. At the same time, the Parties agree that this is the last and final phase of In-person, Hybrid instruction for the 2020-21 school year.

The Parties further agree to convene a negotiations meeting in June of 2021 to discuss this situation and to build a positive and collaborative working relationship as we move forward. The Parties agree that this MOU resolves any and all pending Unfair Labor Practice charges at this time.

Pending COVID-19 guidelines issued by the Sonoma County Public Health department, the Parties commit to planning for and working together to reopen the 2021-22 school year in a normal, pre-pandemic instructional model and schedule.

This MOU is non-precedent setting and expires on June 30, 2021, unless extended by mutual written agreement of the Parties.

For Petaluma School District



Matthew Harris, Assistant Superintendent,
Human Resources

05/12/2021

Date



Chris Thomas, Chief Business Official

5/12/2021

Date

For Petaluma Federation of Teachers



Sandra Larsen, President

5/13/21

Date



Doug Cox, Chief Negotiator

5/13/21

Date