



COTATI-ROHNERT PARK
UNIFIED SCHOOL DISTRICT

MEMORANDUM OF UNDERSTANDING

BETWEEN

COTATI - ROHNERT PARK UNIFIED SCHOOL DISTRICT

AND

ROHNERT PARK COTATI EDUCATORS ASSOCIATION

REGARDING

2023-2024 SCHEDULE AT ELEMENTARY SCHOOL

May 16, 2023

The Cotati-Rohnert Park Unified School District (“District”) and the Rohnert Park Cotati Educators Association (RPCEA) (“Association”), jointly known as the Parties (“Parties”) enter into this Memorandum of Understanding (“MOU”) regarding the issues related to the 2023-2024 Schedule at Elementary School.

4.7.2.7. On Wednesdays, thirty minutes will be designated for Professional Learning Teams (PLTs). PLTs will be initiated and facilitated by site-based teachers based on student data, focusing on at least one of the four PLT questions. The prep/collaboration will be sixty-five minutes, which is in addition to the time allotted in 4.7.2. This preparation time shall be a duty free period used for planning, preparation, collaboration and conferences with parents, pupils, and other professional staff and shall be within the sole determination of the unit members involved as cited. This preparation period shall not be used for additional faculty meetings called by the administrator.

Wednesday Schedule

11:30 Student Dismissal

11:45-12:15 Professional Learning Teams

12:15-1:00 Lunch

1:00-2:00 Meeting Rotation

2:00-3:05 Preparation/Teacher-initiated Collaboration Time

Meeting Rotation

1st Wednesday – Staff Meeting

2nd Wednesday – Preparation/Teacher-initiated Collaboration Time

3rd Wednesday – Professional Development/Curriculum

4th Wednesday - Professional Development/Curriculum. Preparation/
Teacher-initiated Collaboration on August 23, 2023 and January 24, 2024.

5th Wednesday – Two Hour District Wide Professional Development (August 30, 2023,
November 29, 2023, and January 31, 2024). May 29, 2024 will be a two hour
Preparation/Teacher-initiated Collaboration Time.

The content of the Professional Development/Curriculum shall be determined by the site administrator with unit member input. A site **may** elect to combine the 3rd and 4th Wednesday into one two-hour and five minute meeting for professional development, leaving the other Wednesday for one two-hour and five minutes teacher preparation period. **This will not occur for the month of August 2023 or January 2024.**

This MOU will expire on June 30, 2024 and is a non-precedent setting agreement.

FOR THE ASSOCIATION:

Ben Mesches

Date

2023-06-09

FOR THE DISTRICT:

Mayra Perez

Date

2023-06-08

Signature Certificate

Reference number: YXNXC-OVZKZ-YXX7Q-MTPNG

Signer

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Signature

Mayra Perez

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