

**Tentative Agreement
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)
September 3, 2024**

This Tentative Agreement is entered into by and between the Woodland Joint Unified School District (“District”) and Woodland Education Association (“Association”) to conclude reopener negotiations for the 2024-2025 school year. District and the Association may be referred herein as “Party” or collectively as “Parties”.

Any issue, subject, or matter discussed by the District and the Association during negotiations over the reopener negotiations bargaining proposals not contained in this document shall be considered withdrawn by the party presenting it. Any “oral agreement” or “understanding” not reflected in writing herein shall have no force or effect.

NOW, THEREFORE, the Parties hereto agree as follows:

1. Article 9 – Salaries

- **2024-2025:** Add 3% to salary schedule effective July 1, 2024.

*The increases outlined above will be applied to base salary amounts of step and range placement, as reflected on the salary schedule, earned by each unit member and **excludes** stipends listed on the Athletic Extra Duty Pay Schedule (Appendix B) and the Other Extra Duty Pay Schedule (Appendix C) and any other instructional and non-instructional hourly pay outlined in the collective bargaining agreement.*

One-Time, Off Schedule Payment

- **\$5,000 one-time off schedule payment:** Payment is pro-rated based on the employee’s FTE on July 1, 2024. Employees eligible for the one-time off schedule payment are those employees active as of the date of this agreement *and* who were hired as of May 1, 2024 for the 2023-2024 school year. This stipend will be paid within 90-days of Board approval of this agreement.

2. Article 10 - Unit Member Benefits and Reimbursement

10.A.2 Effective July 1, 2024, the District will contribute the following for full time unit members. Part-time unit members shall be entitled to a District contribution proportionate to the percent of full-time employment.

(a) \$9,960 annually each school year, for full time unit members, prorated appropriately by 12 months or 11 months (based on employee's work year) and hours assigned, to be used towards Employee-only medical benefit selection. Amounts left over after district contribution to medical benefit will be applied to dental or vision coverage.

(b) \$12,000 annually each school year, for full time unit members, prorated appropriately by 12-months or 11-months (based on employee's work year) and hours assigned, to be used towards Employee+1 or Family medical benefit selection. Remaining amounts of contribution after medical benefit selection will be applied to dental or vision coverage.

3. Memorandum of Understanding – Extension of “Other Payments” for the 2024-2025 School Year

The Parties agree to the MOU attached to this Tentative Agreement.

4. Memorandum of Understanding – Dual Immersion and Special Education Teacher Stipends for 2024-2025 School Year

The Parties agree to the MOU attached to this Tentative Agreement.

5. Memorandum of Understanding – Class Size Overages at All Schools for the 2024-2025 School Year

The Parties agree to the MOU attached to this Tentative Agreement.

6. Memorandum of Understanding – Regarding Wednesday Collaboration Days and Professional Development Days for the 2025-2026 School Year

The Parties agree to the MOU attached to this Tentative Agreement.

7. Comprehensive High School MOU

The Parties agree to the MOU attached to this Tentative Agreement.

8. Memorandum of Understanding – Article 12.B – Personal Necessity

The Parties agree to the MOU attached to this Tentative Agreement.

9. Memorandum of Understanding – Appendix C

The Parties agree to the MOU attached to this Tentative Agreement.

10. Memorandum of Understanding – Middle School Stipends

The Parties agree to the MOU attached to this Tentative Agreement.

11. Memorandum of Understanding – Substitute Release Days For Special Day Class and Resource Specialist Teachers for the 2024-2025 School Year

The Parties agree to the MOU attached to this Tentative Agreement.

12. Article 13 – Elementary and Secondary Class Size; Secondary Course Preparations; and Homeroom (Initial Proposal)

The Parties agree that this article remain status quo.

13. Article 16 – Elementary Time Management/Time Release (Initial Proposal)

The Parties agree that this article remain status quo.

This Tentative Agreement is subject to ratification by the Association and approval by the Board of Trustees. The Parties agree to actively support ratification and approval of this Tentative Agreement.

WOODLAND EDUCATION ASSOCIATION

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Diane C. Duncan 9/3/2024
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Diane Duncan, Lead Negotiator Date
(WEA)

WOODLAND JOINT UNIFIED SCHOOL DISTRICT

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Leanee Medina Estrada 9/3/2024
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Leanee Medina Estrada, Date
WJUSD

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**Memorandum of Understanding
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)**

**Regarding
Extension of “Other Payments”
for the 2024-2025 School Year**

The Parties agree to extend the following “other payments” that expired at the end of the previous school year (2023-2024).

Other Payments

Secondary – Substitute During Prep

For 2024-2025 School Year: Should a unit member in secondary substitute during their prep period to cover a classroom, that unit member will be paid \$75 per hour for that period. Unit members may accumulate comp-time in lieu of being paid and can accumulate no more than 2 days of comp time at any given time and the comp time must be used within the school year with the exception of the last day of the school year. Unused comp time will be paid at the rate of \$75 per hour for a maximum of 2 days.

EL Specialists in Elementary

For 2024-2025 School Year: Should an EL Specialist, in elementary (TK-6) be required or volunteer to substitute in a classroom when no substitute is available, the unit member will be paid \$220 for each full day they are assigned to substitute in an elementary classroom. Partial days will be paid at a prorated amount.

Elementary Preparation

For 2024-2025 School Year: Should a unit member in elementary not receive their scheduled prep time due to the unavailability of a release teacher, that unit member will be paid \$75 per hour for the amount of time that prep was not provided.

Travel

For 2024-2025 School Year: No unit member in the school nurse classification shall travel more than twice during any given day. Should a school nurse need to travel to a third location to support a student’s medical needs or to provide support due to staffing, the unit member will be compensated at a prorated per diem rate of .5 hour for the third location, subject to supervisor approval.

Combination Classroom Teachers

For 2024-2025 School Year:

~~In consideration Combination classroom teachers will be provided with up to an additional 30 hours of time exclusively for the additional planning and preparation required for these positions throughout at the beginning of this the school year, Combination Classroom Teachers shall be paid a flat \$1,500 stipend. The stipend shall be paid in accordance with District practice, equally divided in monthly payments.~~

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~~These hours shall be used outside the regular workday, are available for use during the 2023-2024 school year and will be paid at the teacher's daily rate. The hours will be available for use in the following categories:~~

- ~~○ **20 hours** — Reserved for these staff members for individual planning and preparation.~~
- ~~● Prior to using the 20 hours of individual planning and preparation, these staff members shall submit a written request (email) to the site administrator for approval in advance of the date, will identify this time as "individual planning and preparation" and the total hours the employee intends to use. The hours used shall be submitted on a timesheet and signed by their administrator.~~
- ~~○ **10 hours** — Reserved for school-wide, grade-level or department planning as scheduled and developed in conjunction with the site administrator.~~
- ~~● School-wide and grade-level planning activities will be relevant to the specific position and may include but are not limited to: development of pacing guides.~~
- ~~● These hours shall be submitted on a timesheet and signed by their administrator.~~

Saturday Professional Development

~~**For 2024-2025 School Year:** Should the District offer professional development on a Saturday, unit members attending will be paid \$75 per hour to attend. Payment will be based on sign-in/sign out sheets.~~

Stipend for Completion of Annual Mandatory Training

~~**For 2024-2025 School Year:** Employees who complete all annual mandatory training by the deadline established by the District will receive a \$300 stipend. Eligibility for the stipend will be confirmed based on verification of completion using the District's online training software. Those that are eligible to receive the stipend will be paid within two (2) months of completion of the training.~~

The terms and conditions of this agreement are not precedent setting.

Agreed:

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 Leanee Medina Estrada, WJUSD

9/3/2024

 Date

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 Diane Duncan, Lead Negotiator (WEA)

9/3/2024

 Date

**Memorandum of Understanding
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)**

**Regarding
Dual Immersion and Special Education Teacher Stipends
for the 2024-2025 School Year**

The Parties agree to following for the 2024-2025 school year:

Dual Immersion Teachers


In consideration for the additional planning, preparation, assessment, and transition planning required for this position throughout the school year, as well as all other related work occurring outside the regular workday during the school year, Dual Immersion Teachers shall be paid a flat \$3,000 stipend. The stipend shall be paid in accordance with District practice, equally divided in monthly payments.


Special Education Teachers

In consideration for the additional planning, preparation, assessment, and transition planning required for this position throughout the school year, as well as all other related work occurring outside the regular workday during the school year, Special Education Teachers shall be paid a flat \$4,000 stipend. The stipend shall be paid in accordance with District practice, equally divided in monthly payments.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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<p>Leanee Medina Estrada, WJUSD</p>	<p>Date</p>

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<p>Diane Duncan, Lead Negotiator (WEA)</p>	<p>Date</p>

**Memorandum of Understanding
Between
Woodland Joint Unified School District (District)
and the
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**Regarding
Class Sizes Overages at All Schools
for the 2024-2025 School Year**

Due to the fact that there are master schedule issues and the District has been unable to balance the student class sizes or contact limits to at or below what is outlined in the contract, the District proposes the following agreement for the 2024-2025 school year:

1. The District agrees to pay each secondary teacher, mutually identified by WEA and WJUSD, the amount calculated in item 5 below per student per instructional day for each student above the class size limit or the student contact limit, but not both, beginning and including the first instructional day on the start of the fourth full week of instruction (in accordance with Article 13.B) forward through the last day of school or until such time the class sizes are reduced below the limits.
2. The District agrees to pay each elementary teacher, mutually identified by WEA and WJUSD, the amount calculated in item 5 below per student per instructional day for each student above the class size limit beginning from the first instructional day on the start of the fourth full week of instruction (in accordance with Article 13.B) forward through the last day of school or until such time the class sizes are reduced below the limits.
3. The identified employees shall fill out a monthly timecard (adjusting for increases or decreases in their class loads) in order to receive their stipend. Timesheets are to be submitted to the Human Resources Department.
4. Should additional employees become eligible, the District and WEA will meet and confer to validate the addition of the employee to the stipend eligibility list.
5. For the purpose of this MOU, the per student per day rates will be determined as follows (effective the first instructional day on the start of the fourth full week of instruction for each school year of the MOU):
 - Secondary rates – Base salary on the current salary schedule (Column V, step 25)/ work days (184) / 7 hours/ 32 students = per student rate per day.
 - Elementary rates – Secondary per student per day rate x 5.5 hrs. = per student rate per day.

- Elementary rates on a pro-rated basis would be the secondary per student rate per day for each 15 minute increment not to exceed 5.5 hours.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada

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9/3/2024

Leanee Medina Estrada, WJUSD

Date

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Diane C. Duncan

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9/3/2024

Diane Duncan, Lead Negotiator (WEA)

Date

Memorandum of Understanding
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)

Regarding
Wednesday Collaboration Days and Professional Development Days
for the 2025-2026 School Year

Woodland Joint Unified School District (“District”) and Woodland Education Association (“Association”), jointly known as the Parties (“Parties”) enter into this Memorandum of Understanding (“MOU”) regarding the Wednesday Collaboration Schedule for the 2025-2026 school year.

The Parties acknowledge that this MOU will be in addition to the following language in the contract for the school year referenced above.

- Article 17.C.4 – Wednesdays
- Professional Collaboration Days MOU signed January 24, 2012
- Comprehensive High School MOU – District Wide Provisions (A.)

2025-2026 School Year

Eight (8) Wednesdays previously set aside as “District Wide PD” days, shall be designated as follows: Five (5) site-directed Professional Learning Community (PLC) days and three (3) District Wide PD days. The site-directed PLC and District Wide PD days shall be designated for these purposes at the beginning of each school year as reflected on the 2025-2026 Wednesday Collaboration Calendar attached. The regularly established workday will be extended a maximum of one (1) hour on these Wednesdays. The first Wednesday of the school year will continue to be designated as classroom preparation.

Professional Development Days

In addition to the “District Wide PD” days outlined above, the parties agree to revise the school calendar for the 2025-2026 school year to add five (5) district-wide professional development days. Four (4) days will be added prior to the start of the school year and one (1) day will be added after the winter break at the start of the second semester. The revisions to the calendar and the guidelines for the professional development days are notes below.

Of the four (4) days prior to the start of the school year, three (3) days will be scheduled and coordinated by the District and the fourth day will be set aside for staff to complete annual mandated employee training and for classroom preparation. The fifth day will be scheduled for January 9, 2026, and will be coordinated by the District.

Calendar Revisions for 2025-2026 Professional Development Days

CURRENT 2025-2026 CALENDAR		REVISED 2025-2026 CALENDAR	
Friday, August 1	Non-Work/Non-Student Attendance Day	Friday, August 1	NEW TEACHER WORK DAY #1
Monday, August 4	Non-Work/Non-Student Attendance Day	Monday, August 4	NEW TEACHER WORK DAY #2
Tuesday, August 5	Non-Work/Non-Student Attendance Day	Tuesday, August 5	PD Day #1
Wednesday, August 6	Non-Work/Non-Student Attendance Day	Wednesday, August 6	PD Day #2
Thursday, August 7	NEW TEACHER WORK DAY #1	Thursday, August 7	PD Day #3
Friday, August 8	NEW TEACHER WORK DAY #2	Friday, August 8	PD Day #4 – For completion of mandatory training AND teacher prep
Friday, January 9	Non-Work/Non-Student Attendance Day	Friday, January 9	DISTRICT WIDE PD DAY #5

Guidelines for the Five (5) District-Wide Professional Development Days (2025-2026)

- Professional development days scheduled for a full day will be paid the full per diem rate of pay as outlined in Article IX (D) of the collective bargaining agreement.
- Unit members shall be paid their per diem rate for attending 2025-2026 professional development days. Daily professional development opportunities will be scheduled for no more than a regular teacher workday within the time periods of 8:00 a.m. – 3:00 p.m. or 8:30 a.m. – 3:30 p.m., and will include a duty free lunch.
- Staff will participate in Professional Development activities in-person from their regularly assigned worksite, classroom or other designated physical location.
- The content, schedule and subject matter of the Professional Development days will be developed by the District. Content will be related to the unique needs of staff and students this school year and will align with survey responses from staff.
 - Staff members who may present content on these Professional Development days will be paid for two (2) hours preparation time for each hour of scheduled training time. This time will be paid on a timesheet at the extra duty hourly rate.

- All staff attending professional development opportunities shall be paid based on attendance reports from the professional development platform or sign-in/out sheets.
- In order for the District/sites to adequately prepare for the professional development days, should a staff member be unable to attend an entire scheduled full day or an entire scheduled partial day, the staff member will notify their supervisor in advance of their inability to attend. Payment for partial attendance will be prorated.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada, WJUSD

9/3/2024

Date

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Diane C. Duncan
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Diane Duncan, Lead Negotiator (WEA)

9/3/2024

Date

Attachment to Wednesday Collaboration Days and PD Days MOU

WJUSD Wednesday Collaboration Calendar – 2025-2026				
Month	Date/Type	Date/Type	Date/Type	Date/Type
August	13 Collaboration: Teacher Discretion/ prep	20 Site level meetings	27 Site-directed PLC	
September	3 Collaboration: Teacher Discretion/ prep	10 Site level meetings	17 District PD	24 Collaboration: Teacher Directed + CSEA
October	1 Site level meetings*	8 7/8 conferences; SITE LEVEL MEETINGS FOR TK-6, 9-12	15 Site-directed PLC	22 Collaboration: Teacher Directed
				29 Site level meetings
November	6 Site level meetings	13 Collaboration: Teacher Discretion/ prep + CSEA training	20 Elementary Conferences; SITE LEVEL MEETINGS FOR 7-8, 9-12	27 Holiday
December	4 Site level meetings	11 Secondary Finals; SITE LEVEL MEETINGS FOR TK-6, 7/8	18 Holiday - Winter Break	25 Holiday - Winter Break
January	1 Holiday - Winter Break	8 Site level meetings	15 District PD	22 Site level meetings*
				29 7/8 Conferences SITE LEVEL MEETINGS FOR TK-6-9-12
February	5 Collaboration: Teacher Directed + CSEA	12 Site level meetings	19 Site-directed PLC	26 Site level meetings*
March	5 Collaboration: Teacher Discretion/ prep	12 Elementary Conferences SITE LEVEL MEETINGS FOR 7/8, 9-12	19 District PD	26 Site level meetings
April	2 Holiday - Spring Break	9 Site level meetings	16 Site-directed PLC	23 Collaboration: Teacher Directed + CSEA
				30 Site level meetings
May	7 Site level meetings*	14 Site-directed PLC	21 Site level meetings	28 Collaboration: Teacher Discretion/ prep
June	4 Site level meetings			

Dedicated Meeting Types	Description
5	Site-directed PLC (elementary are 2 - 4 pm; secondary are 2:15 - 4 pm)
3	District PD (elementary are 2 - 4 pm; secondary are 2:15 - 4 pm)
5	Site level Meeting (staff/ dept/ grade level/ PLC) Collaboration Days: Teacher Discretion /prep (see MOU with WEA)
4	Collaboration Days: Teacher Directed (see MOU with WEA)
5	Holidays

***** Special Education Staff will participate in SpEd dept meetings/training on these days

SCHOOL YEAR CALENDAR

FIRST/LAST DAY	STUDENT ATTENDANCE DAY
LEGAL HOLIDAY	LOCAL HOLIDAY
TEACHER WORK/GRADING	CONFERENCE DAY
NEW TEACHER WORK DAY	9-12 FINALS / MINIMUM DAY
RECESS DAY	MINIMUM DAY



Included for reference only.

PARENT KEY

First Day of School: August 13

Last Day of School: June 5

Holidays/Recess Days (No School):

- September 1 - Labor Day
- November 11 - Veterans' Day
- November 24-28 - Thanksgiving Break
- December 22-January 9 - Winter Break
- January 19 - Martin Luther King's Birthday
- February 9 - Lincoln's Birthday
- February 16 - Presidents' Day
- March 6 - Recess Day
- April 6-10 - Spring Break
- May 25 - Memorial Day

Grades K-6 Conferences (Minimum Days):

- November 17-21
- March 9-13

Grades 7-8 Conferences (Minimum Days):

- October 8-9
- January 28-29

High School Finals (Minimum Days):

- December 16-19
- June 2-5

STAFF KEY

Other Minimum Days:

- October 17
- December 19
- April 3
- June 5

Teacher Work/Grading Day:

- November 10
- December 22

2025-2026

SEPTEMBER

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21

OCTOBER

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23

JANUARY

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14

FEBRUARY

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MAY

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JUNE

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AUGUST

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DECEMBER

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NOVEMBER

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APRIL

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17

MARCH

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**Memorandum of Understanding
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)**

September 4, 2024 ~~March 20, 2023~~ (Revised and Extended)

COMPREHENSIVE HIGH SCHOOL PROVISIONS

In the past, the District prepared to take action to improve student achievement by incorporating interventions related to improvement efforts, while maintaining a well-rounded program and resolving the issue of differential credits at each comprehensive high school.

The Association and District have agreed to the following:

- A. Certificated staff at PHS and WHS will identify one schedule to be applied to both school sites. WEA will coordinate the balloting at each school and determine the schedule selected. In order to accommodate student participation in site-specific courses, bell schedules will support adequate travel time between sites for students.
- B. Staff will be assigned to teach five (5) of seven (7) classes contained in either schedule.
- C. Article XIII section B of the Collective Bargaining Agreement (CBA) will be modified as follows:

1. CLASS SIZE – COMPREHENSIVE HIGH SCHOOLS

a. Student contacts shall not exceed one hundred seventy-five (175) students per day for unit members teaching five (5) periods. The District shall make every reasonable effort to have a maximum individual class size of not more than thirty-five (35) students per period. Individual class sizes shall not exceed thirty-six (36) students.

b. There are exceptions to these class loading objectives. Scheduling and class loading objectives in these situations are as follows:

(1) Unit members teaching Physical Education on a five (5) period day, shall not teach more than one hundred ninety (190) students per day. Physical Education classes shall normally be loaded to not more than thirty-eight (38) students per class.

(2) Music, having so many variables, has no specific class size objective.

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(3) Station type classes will normally limit the number of students to the number of student stations available.

- D. The instructional minutes for either schedule chosen shall not exceed contractual limits.
- E. Preparation periods, when contracted for instruction, will be paid at a rate of .2 FTE/per period for a maximum of 1.2 FTE per day. Teachers shall not be contracted to teach more than six (6) periods per day.


DISTRICT-WIDE PROVISIONS

A. During five (5) designated days of the nine (9) professional collaboration days, WEA unit members may choose to use the time for classroom preparation. These five days shall be designated by the site administrator prior to the 5th day of school. The first Wednesday collaboration day of the school year will be designated as one of the five (5) classroom preparation days. Additionally, shortened Wednesdays that fall during the finals weeks for the secondary schools (grades 9-12) shall not be designated as one of the nine (9) collaboration days.


~~B. During the course of this agreement WEA unit members may use up to two (2) days of personal necessity for reasons identified in Article XII Section B.5.a. and may not use these days to extend weekends, Thanksgiving Break, Winter Break, or Spring Break.~~

BC. The District will work with school sites to inform WEA unit members by 12:00 PM of the day prior to enrolling a new student in their class.

The terms of this MOU shall remain in place for two (2) school years. This MOU shall sunset on June 30, 2026 unless otherwise negotiated.

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Leanee Medina Estrada, WJUSD Date

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Diane Duncan, Lead Negotiator (WEA) Date

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**Memorandum of Understanding
Between
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and the
Woodland Education Association (Association)**

**Regarding
Article 12.B - Leave For Personal Necessity**

The parties agree to the following revisions effective for the 2024-2025 school year:

Article 12.B

Upon prior notification to the immediate supervisor, up to **10 (ten) ~~seven (7)~~** days of authorized sick leave per year may be used for personal necessity. District approved forms must be used. This leave shall not accumulate from year to year.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada
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Leanee Medina Estrada, WJUSD

9/3/2024

Date

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Diane Duncan, Lead Negotiator (WEA)

9/3/2024

Date

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**Memorandum of Understanding
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Woodland Education Association (Association)**

**Regarding
Appendix C**

The parties agree to **add** the following stipend to Appendix C for the 2024-2025 school year only.

5. Other Senior High, Middle and/or Elementary

Mariachi Production (DMS, LMS, and WHS) – Six (6%) percent of the salary of Column II according to where they are placed based on previous experience.

Mariachi Production (PHS) – Four (4%) percent of the salary of Column II according to where they are placed based on previous experience.

At the time of this MOU, one (1) teacher has two (2) teaching sections at DMS and one (1) teaching section each at LMS and WHS for Mariachi. Another teacher has one (1) teaching section at PHS for Mariachi.

The parties acknowledge that at this time, the District’s Mariachi program is developing and there are concerts and events specifically for this program that teachers currently assigned to these classes must prepare for and attend. The parties agree to revisit this stipend in the 2025-2026 successor negotiations.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada, WJUSD

9/3/2024

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Diane Duncan, Lead Negotiator (WEA)

9/3/2024

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**Memorandum of Understanding
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**Regarding
Revisions To Middle School Athletic Stipends**

It is the intent of the parties to provide additional opportunities for student participation. The parties agree to the following revisions for the 2024-2025 school year only as it relates to Middle School Sports.

ADD the following language:

***For Middle School (7th and 8th grade) Sports Only: Team size is determined by league regulations and rules. Should the regulations allow for additional teams at specific grade levels and/or sports, and if student participation supports additional teams, a second coach may be added, upon request by the athletic director, to provide additional opportunities for student participation.**

REVISE this language in the contract:

* **For High School Sports Only:** If more students than 35 students are participating in a division of a sport (varsity, soph., 9th, ~~8th~~, ~~or~~ 7th), identified as having only one coach, at the end of the 2nd week of practice, an additional assistant position will be added, upon request by the athletic director, to provide additional student supervision.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada, WJUSD

9/3/2024

Date

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Diane Duncan, Lead Negotiator (WEA)

9/3/2024

Date

**Memorandum Of Understanding
Between
Woodland Joint Unified School District (District)
and the
Woodland Education Association (Association)**

**Regarding
Substitute Release Days For Special Day Class and Resource Specialist Teachers
for the 2024-2025 School Year**

The parties agree to the following for the 2024-2025 school year only:

With prior site administrator approval, Special Day Class teachers and Resource Specialist Teachers can request up to five (5) full, non-consecutive, substitute release days during the school year for the purpose of scheduling IEP and other meetings, communicating with parents/guardians, preparing IEP documents and related reports, etc. The teacher will coordinate with their site administrator to select the approved day(s) and will schedule the absence in Frontline (absence management system) so that a substitute may be secured for that date. If a substitute is not secured or fails to appear, the teacher will report for their normally assigned duties and the release day will need to be rescheduled. These release days cannot be scheduled immediately before or after holiday weekends, or during District or site professional development days.

The terms and conditions of this agreement are not precedent setting.

Agreed:

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Leanee Medina Estrada, WJUSD

9/3/2024

Date

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Diane Duncan, Lead Negotiator (WEA)

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