

MEMORANDUM OF UNDERSTANDING
Between
Woodland Joint Unified School District
&
Woodland Education Association

REOPENING SCHOOLS - 2020-2021 SCHOOL YEAR

Professional Development

This is a Memorandum of Understanding (MOU) between Woodland Joint Unified School District (“District”) and the Woodland Education Association (“WEA”) collectively referred to hereinafter as "the parties," is entered into specifically regarding the need for professional development for staff to prepare for the reopening of schools for the 2020-2021 school year.

On Thursday, July 16, 2020, the Board of Trustees decided to reopen schools for the 2020-2021 school year using a “phased in” approach with the initial start of the school year using a virtual learning model. The Parties recognize the importance of entering into an agreement on the issue of professional development as quickly as possible to allow time for Educational Services and other District staff to develop, schedule and deliver professional development to staff before the school year begins.

The Parties agree to address other impacts and effects of the Board’s reopening decision after this particular issue has been agreed upon.

Professional Development

The District will develop and deliver district-wide professional development opportunities for certificated staff. These opportunities will be delivered over a 5-day period, before the start of the regular unit member work year for 2020-2021. The daily professional development opportunities will be scheduled for no more than a regular contract workday, and will be scheduled 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 an uninterrupted lunch period for no less than 30 minutes. (For the purposes of this professional development MOU, a regular contract workday will be 7 hours in length.). The professional development days will also include time for unit member collaboration. The total participation time will be provided on published schedules.

Professional development presentations will be recorded for the purpose of allowing others to

make-up attendance.

Staff may participate in professional development from their regular assigned classroom/workspace or can choose to participate in professional development remotely.

Staff who choose to participate in professional development from their regular assigned classroom/workspace must follow safety guidelines implemented for the workplace as outlined by Centers for Disease Control (CDC), California Department of Public Health (CDPH) and the Yolo County Health Officer which include wearing a face mask at all times unless working alone in an enclosed space, participating in daily screening process for symptoms of COVID-19 and practicing social distancing.

Staff who choose to participate in professional development remotely shall observe the following expectation of telecommuting and working remotely; participate online as scheduled using District-issued laptop, have adequate internet access that is personally provided and have a workspace that is safe and free of obstruction, hazards and distraction. Staff shall use caution in accessing the internet from public locations and in accessing information from networks outside of the district in order to safeguard confidential information. Staff shall be responsible for maintaining and protecting equipment on loan from the district and shall adhere to the district's Acceptable Use Agreement.

Participation in all professional development dates and times as scheduled by the District will be mandatory. The total participation time will be provided on published schedules. All staff attending professional development opportunities shall be paid based on attendance reports from the professional development platform.

Compensation

Staff will be paid the per diem hourly rate of pay as outlined in Article IX (D) of the collective bargaining agreement for attending professional development as outlined on the published schedules.

- Should a staff member be unable to attend an entire professional development day as scheduled but attends for a portion of the day, the staff member will notify their supervisor in advance of the amount of time they will attend and will submit a timesheet only for the portion of the time attended. The staff member will be

provided an opportunity to make-up the remaining portion of the professional development, outside the normal work day, by the end of the second week of instruction, and will complete verification that the training was completed using the process developed by Educational Services. The make-up time will be compensated at the per diem hourly rate and time paid will be equal to the remaining length of the presentation excluding breaks, lunch breaks and any collaboration or post-meeting time that may have been scheduled.

Should a staff member not complete the professional development by the end of the second week of instruction (Friday, September 11, 2020 at 5 p.m.), the staff member will be required to complete the professional development outside their work day by September 30, 2020, without additional compensation.

Content

The content of the professional development opportunities scheduled in the 5-days, and scheduled by the District will be directly related to the unique needs of staff and students in the coming school year. Content will be exclusive to the following areas:

- Health and Safety
- Social and Emotional Learning
- Equity and Access
- Structures and Schedules
- Engagement and Assessment
- Canvas (learning management system) and Technology Tools
- Parent Support
- Content Specifically Related to Professional Responsibilities

Schedule

The intent is to provide professional development opportunities before the start of the regular unit member work year for 2020-2021. As of today, the start of the instructional calendar for 2020-2021 will be Monday, August 31. The schedule for professional development days and new unit member workdays prior to the start of the school year will be as follows:

Tuesday, August 18 – Work Day 1 of 2 for New Unit members

Wednesday, August 19 – Work Day 2 of 2 for New Unit members

Thursday, August 20, Friday, August 21 – Professional Development Days**

WJUSD Counter Proposal – August 4, 2020

Monday, August 24 – Wednesday, August 26 – Professional Development Days**
Thursday, August 27 – Friday, August 28 – Work Days for Returning Unit members

*** Dates listed above are reserved for participating in Professional Development activities as outlined on published schedules.

This MOU shall expire at the end of the second week of instruction, Friday, September 11, 2020 at 5 p.m. This MOU shall not be precedent setting nor form any basis for a past

practice.



For WEA

8/6/2020

Date



For WJUSD

8/6/2020

Date