

**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~~ 2025-2026 School Year**

The parties agree to the following for the ~~2024-2025~~ 2025-2026 school year only:

With prior site administrator approval, Special Day Class ("SDC") 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.

Due to the lessor flexibility of SDC teacher schedules, SDC teachers that do not use all 5 release days prior to the end of the school year shall be compensated at the substitute teacher pay rate (\$230) for each unused day.

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

Agreed:

Signed by:  919C9A65002E4FF...	9/29/2025
<u>Rebecca Toto, WJUSD</u>	<u>Date</u>
Signed by:  C92CFE40B1E0470...	10/8/2025
<u>Vicki Fu, Co-Lead Negotiator WEA</u>	<u>Date</u>
Signed by:  CF075F38D75C403	9/30/2025
<u>Marjory Watkins, Co-Lead Negotiator</u>	<u>Date</u>