

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WASHINGTON UNIFIED SCHOOL DISTRICT  
AND  
WEST SACRAMENTO TEACHERS ASSOCIATION  
REGARDING THE COVID-19 PANDEMIC AND SCHOOL OPENING DURING THE 20-2021 SCHOOL YEAR.**

**JULY 29, 2020**

Washington Unified School District (“District”) and West Sacramento Teachers Association (“Association”), jointly known as the Parties (“Parties”) enter into this Memorandum of Understanding (“MOU”) regarding the issues related to the coronavirus COVID-19 and the opening of schools during the 2020-2021 school year.

**1. WORK DAYS**

**1.1. School Calendar and Classroom Preparation Days**

- 1.1.1. The teacher work-year shall begin on August 10, 2020, and end on June 4, 2021. A revised 2020-2021 instructional calendar is attached. (Attachment). All bargaining unit members’ work years shall be extended by three (3) mandatory professional development days, paid at the per diem rate via District automatically generated timesheet that does not require a bargaining unit member’s signature or submission; which will be paid on the September supplemental pay warrant.
  - 1.1.1.1. Professional Development days originally scheduled for January 5<sup>th</sup> and February 11<sup>th</sup> shall be instructional days. August 13<sup>th</sup> and 14<sup>th</sup> shall be Professional Development days.
  - 1.1.1.2. March 26<sup>th</sup>, June 3<sup>rd</sup>, and June 4<sup>th</sup> shall be additional instructional days in order to reach the 180 instructional day requirement.
  - 1.1.1.3. The first day of instruction for students shall be Wednesday, August 19<sup>th</sup>, 2020.
- 1.1.2. During non-student workdays, prior to the first day of instruction, all bargaining unit members will have the option, but are not required, to report to work sites.
- 1.1.3. August 6<sup>th</sup> and 7<sup>th</sup> will be the New Educator Orientation Event, which will be held virtually.
- 1.1.4. August 10<sup>th</sup> will be the district kickoff event, which will be provided virtually. This day will also include time for a one-hour virtual meeting to be used by the Association. The remainder of the workday will be used for virtual staff meetings.
- 1.1.5. August 11<sup>th</sup> through August 14<sup>th</sup> will be professional development days designed to train bargaining unit members on safety and instructional protocols specific to Virtual Learning. Bargaining unit members will participate in the District provided mandatory virtual learning training, Professional Learning Time, lesson planning, and creating their virtual classrooms in order to provide a rigorous and engaging curriculum that supports all students. The District will create a schedule for mandatory live virtual trainings for these days for bargaining unit members. Daily PL time will be provided to work on the newly presented material. Teachers shall not be responsible for providing these trainings, however, if teachers do choose to provide trainings for their colleagues, they will be paid at the OHA rate for the time of the training and an additional 1 hour of paid prep time at the OHA rate. Topics may include

subjects such as Zoom, Pear Deck, adopted curriculum online platforms, Google Classroom, Google Meet, attendance, virtual record-keeping, tiered re-engagement strategies regarding attendance, virtual classroom management, and discipline, etc.

- 1.1.6. August 17<sup>th</sup> will have a one (1) hour virtual staff meeting. The remainder of August 17th and 18th will be unscheduled work time to prepare for virtual learning.

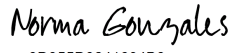
**The Association would like to continue discussing further items that are impacted by the calendar (e.g. parent conferences). This MOU establishes no past practice or precedent. This MOU expires June 30, 2021.**

**FOR THE ASSOCIATION:**

DocuSigned by:  
  
 6DE6C49D00264AC...  
 \_\_\_\_\_  
 WSTA Bargaining Chair

7/29/2020  
 \_\_\_\_\_  
 Date

**FOR THE DISTRICT:**

DocuSigned by:  
  
 9D955D9241604B8...  
 \_\_\_\_\_  
 Assistant Superintendent, Human Resources

7/29/2020  
 \_\_\_\_\_  
 Date

**Attachment - 2020-2021 Calendar**

**WASHINGTON UNIFIED SCHOOL DISTRICT  
TK-8 Instructional Calendar  
2020-2021**

**DRAFT**

July					August					September									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
		1	2	3	3	4	5	6	7		1	2	3	4					
6	7	8	9	10	X	X	X	X	X	7	8	9	10	11					
13	14	15	16	17	X	X	19	20	21	14	15	16	17	18					
20	21	22	23	24	24	25	26	27	28	21	22	23	24	25					
27	28	29	30	31	31					28	29	30							
					<b>9/9</b>					<b>21/30</b>									
October					November					December									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
			1	2	2	3	4	5	6		1	2	3	4					
5	6	7	8	9	9	10	11	12	13	7	8	9	10	11					
12	13	14	15	16	16	17	18	19	20	14	15	16	17	18					
19	20	21	22	23	23	24	25	26	27	21	22	23	24	25					
26	27	28	29	30	30					28	29	30	31						
					<b>22/52</b>					<b>15/67</b>					<b>14/81</b>				
January					February					March									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
				1	1	2	3	4	5	1	2	3	4	5					
4	5	6	7	8	8	9	10	11	12	8	9	10	11	12					
11	12	13	14	15	15	16	17	18	19	15	16	17	18	19					
18	19	20	21	22	22	23	24	25	26	22	23	24	25	26					
25	26	27	28	29						29	30	31							
					<b>18/99</b>					<b>18/117</b>					<b>20/137</b>				
April					May					June									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
			1	2	3	4	5	6	7		1	2	3	4					
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11					
12	13	14	15	16	17	18	19	20	21	14	15	16	17	18					
19	20	21	22	23	24	25	26	27	28	21	22	23	24	25					
26	27	28	29	30	31					28	29	30							
					<b>19/156</b>					<b>20/176</b>					<b>4/180</b>				

**August:**

10th - District In-Service (No Students)  
 11th - 14th - Virtual Learning PL (No Students)  
 17th & 18th - District In-Service (No Students)  
**19th - First Day of Attendance for Students**

**September:**

7th - Labor Day

**November:**

11th - Veterans Day  
 Thanksgiving Recess (11/23-11/27)

**December:**

Winter Recess (12/21-1/4)

**January:**

18th - Martin Luther King Day

**February:**

12th - Lincoln's Birthday  
 15th - President's Day

**March/April:**

Spring Break (3/29-4/5) (4/4 Easter)

**May:**

31st - Memorial Day

**June:**

**4th - Last Day of School**

**Key:**

X	District In-Service 8/10, 8/17 & 8/18 (No Students)
□	First/Last Day of School
⊗	PL Days 8/11-8/14 (No Students)

187 Days of Service

□	No School
□	20 - Grade/Department PLT
□	8 - Site PLT
□	5 - District PLT
□	2 - New Educator Orientation

\* Back to School Night, Open House, and Parent Conferences will be addressed during the WSTA/WUSD MOU negotiations.

**WASHINGTON UNIFIED SCHOOL DISTRICT**  
**9-12 Instructional Calendar**  
**2020-2021**

**DRAFT**

July					August					September				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
		1	2	3	3	4	5	6	7	1	2	3	4	
6	7	8	9	10	10	11	12	13	14	7	8	9	10	11
13	14	15	16	17	17	18	19	20	21	14	15	16	17	18
20	21	22	23	24	24	25	26	27	28	21	22	23	24	25
27	28	29	30	31	31					28	29	30		
									9/9					21/30
October					November					December				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
			1	2	2	3	4	5	6	1	2	3	4	
5	6	7	8	9	9	10	11	12	13	7	8	9	10	11
12	13	14	15	16	16	17	18	19	20	14	15	16	17	18
19	20	21	22	23	23	24	25	26	27	21	22	23	24	25
26	27	28	29	30	30					28	29	30	31	
				22/52					15/67					14/81
January					February					March				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
				1	1	2	3	4	5	1	2	3	4	5
4	5	6	7	8	8	9	10	11	12	8	9	10	11	12
11	12	13	14	15	15	16	17	18	19	15	16	17	18	19
18	19	20	21	22	22	23	24	25	26	22	23	24	25	26
25	26	27	28	29						29	30	31		
				18/99					18/117					20/137
April					May					June				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
			1	2	3	4	5	6	7	1	2	3	4	
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
12	13	14	15	16	17	18	19	20	21	14	15	16	17	18
19	20	21	22	23	24	25	26	27	28	21	22	23	24	25
26	27	28	29	30	31					28	29	30		
				19/156					20/176					4/180

**August:**  
 10th - District In-Service (No Students)  
 11th - 14th - Virtual Learning PL (No Students)  
 17th & 18th - District In-Service (No Students)  
**19th - First Day of Attendance for Students**

**September:**  
 7th - Labor Day

**November:**  
 11th - Veterans Day  
 Thanksgiving Recess (11/23-11/27)

**December:**  
 Winter Recess (12/21-1/4)

**January:**  
 18th - Martin Luther King Day

**February:**  
 12th - Lincoln's Birthday  
 15th - President's Day

**March/April:**  
 Spring Break (3/29-4/5) (4/4 Easter)

**May:**  
 31st - Memorial Day

**June:**  
 4th - Last Day of School

**Key:**

- X District In-Service 8/10, 8/17 & 8/18 (No Students)
- First/Last Day of School
- X PL Days 8/11-8/14 (No Students)

187 Days of Service

	No School
	22 - Grade/Department PLT
	8 - Site PLT
	5 - District PLT
	2 - New Educator Orientation

\*Back to School Night, Open House, and Parent Conferences will be addressed during the WSTA/WUSD MOU negotiations.