

**Letter of Agreement  
Between  
Woodland Education Association  
and  
Woodland Public School District #404**

The parties herewith agree that regarding the the observation and evaluation of WEA employees for 2019-2020 the language in Section 11.4.2 of the Collective Bargaining Agreement shall be modified as follows:

**11.4.2 Formal Observations**

Prior to the required thirty (30) minute formal observation, the employee and the supervisor shall meet to discuss the goals for the observation. Following the formal observation, the principal or other supervisor shall prepare a written report, including the date and the start and end time of the observation, and give a copy to the employee within five (5) days after the observation. Unless mutually agreed upon by the teacher and the principal or other supervisor, ~~Within~~ within eight (8) working days of the formal observation, a meeting shall be held between the principal or supervisor and the employee to discuss the report. Formal observations shall be completed before May 15th of each school year.

This waiver shall be for the issuance of the 2019-2020 school year only. The parties may consider extending the practice as they negotiate a successor collective bargaining agreement.

For the WEA:

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Date: 11.20.19 \_\_\_\_\_

For the District:

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Date: 11.25.19 \_\_\_\_\_