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TO | Michael Green, Superintendent
Woodland School District

FROM | Lorraine Wilson

RE | Summary of the Woodland Secretaries Association Tentative Agreement

The following are the main points of the tentative agreement between the District and the Woodland Secretaries Association (WSA) bargained in May and June of this year. The WSA has ratified the agreement. Board consideration of ratification is the next step.

- The Agreement is for three years, through August 31, 2025. For 2022-23 wages were adjusted by the state inflationary factor (implicit price deflator, IPD, 5.5%) and market adjustments to keep salaries at or slightly above the median of comparison districts. For the second and third years of the Agreement wages will be increased by the IPD, plus 0.5%.
- The grievance procedure has been reorganized to make each step and the timelines clearer.
- Previously the classification of positions has been between building positions and District office or “administrative” positions. Both parties found that this means of categorizing the work did not always correctly reflect the relative complexity of the work for a given position. The classifications have been changed to Classification 1, 2 and 3, with definitions of the type of work at each classification and historical reference back to the previous classifications.
- Substitute leave and benefits provisions have been clarified.
- The Agreement has been aligned with other District units regarding wage payment during for union activities like negotiations during work time.
- WSA use of facilities, including mail/email, has been clarified.
- Requirements for providing WSA with unit information has been simplified.
- Association release time for union activities has been added to the Agreement.
- Several provisions around employee discipline have been clarified and deleted as redundant or unnecessary.

- The non-discrimination clause in the Agreement has been made more durable by reference to the state law against discrimination.
- The evaluation process has been simplified and provisions better applied to certificated staff have been removed.
- The Juneteenth state holiday has been added as a paid holiday.
- Lunch periods and breaks provisions have been clarified and aligned with state requirements.
- Provisions for flex-time and compensatory time have been added and clarified.
- Inclement weather provisions have been streamlined and clarified.
- Professional development provisions have been collapsed and clarified. Support for the apprenticeship program has had the tuition cost capped, all other costs are fully reimbursed.
- Various leave provisions (sick leave, bereavement leave/family illness leave, personal leave, parental leave, leave sharing, etc.) have been updated.
- The health insurance provisions have been updated to account for the provision of benefits through the School Employees Benefits Board (SEBB) and the previous contribution to the WSA insurance pool has been converted to individual employee VEBA accounts with a District contribution of \$16.20 per month.
- The layoff procedure for staff reductions is explicitly applied to reductions in hours as well as elimination of positions and the extent of an employee's ability to "bump" a less senior employee has been made clearer.

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