

Letter of Agreement  
between  
Highline Education Association  
and  
Highline School District

Developmental Preschool Pilot Program  
Effective School Year 2019-20

In order to provide an enhanced program for Highline's Developmental Preschool students and increased schedule alignment with Early Childhood --- (ECEAP), the Highline School District (HSD) and Highline Education Association (HEA) agree to implement a pilot program for three-hour sessions of Developmental Preschool, including longer workdays and increased compensation for some certificated instructional staff. The pilot will be monitored throughout the 2019-20 school year and re-evaluated for potential negotiation in Spring 2020. Absent such negotiated changes, the pilot will end at the end of the 2019-20 school year.

The following elements will be included in the Developmental Preschool pilot, and any challenges and/or additional necessary changes will be addressed during regularly scheduled HEA/HSD Labor-Management meetings.

**Teaching staff hours and compensation:**

- Developmental Preschool program teachers will work a modified schedule Monday through Thursday, resulting in an eight (8) hour workday, including seven and one-half (7 ½) hours of work time and a half (1/2) hour of duty-free lunch. The teachers' Friday workday will be consistent with Section 4.1 of the Collective Bargaining Agreement (CBA).
- Teachers will be paid per diem for the additional two (2) hours of work time per week.
- The current calendar for student days and non-instructional days will remain consistent with the schedule for the 2018-19 school year, and all other workload-related CBA provisions (e.g. planning time, ACT time) remain unchanged.


**Related Services hours and compensation:**

- The work day for Related Services ESAs remains consistent with Section 4.1 of the CBA.
- ESAs working with the Developmental Preschool program will be paid per diem for any additional time required for necessary meetings due to the differences in length of workday between program teaching staff and Related Services staff.
- Additional FTE for ESAs will be considered and explored by HSD and HEA as needed to accommodate the revised Developmental Preschool schedule.


**Paraprofessional Support:**

- HSD will continue to provide a minimum of four (4) hours per para, per month on Fridays for collaboration with program certificated staff. An amount closer to eight (8) hours per para, per month would be preferred.

- HSD will ensure sufficient paraprofessional coverage during the student day, including arrival and departure times. Both paras in each Developmental Preschool class are needed to support instruction and ensure safety loading and unloading busses.

  
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Steve Grubb  
Chief Talent Officer  
Highline School District

6-17-19  
Date

  
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Sue McCabe  
President  
Highline Education Association

6/17/19  
Date