

**LETTER OF AGREEMENT**  
**Between Longview School District No. 122**  
**And Longview Education Association**

The Longview School District No. 122 (“District”) and Longview Education Association (“Association”) hereby confirm the following agreements related to the Transitional Kindergarten Program (Kinder Bridge) for the 2023-24 school year.

WHEREAS, Transition To Kindergarten (“TTK”) was a pilot program located at the Broadway Center for the District during the 2022-23 school year and is expanding to two school sites (Kessler Elementary and St. Helens Elementary) during the 2023-2024 school year;

WHEREAS, TTK is a preschool program for students who are four years of age;

WHEREAS, certificated teachers assigned to the TTK program will maintain all the rights provided under the collaborative bargaining agreement (“CBA”) between the District and the LEA, except as specifically modified herein;

WHEREAS, students will not begin attending **full** days in the TTK program until September 18th, 2023;

The District and the Association agree to the following:

**A. Workday**

1. Per the Longview Education Association Salary Schedule 2023-2024 (Appendix 11) teachers will have 180 instructional days, 3 PLD days, and 19 hours of professional enrichment time.
2. Teacher workday- Per Article III Section 15 of the District’s CBA, the length of the normal on-site workday shall be seven and one-half hours including a 30-minute duty-free lunch period during the period of time from 10:45 am to 1:00 pm.
3. Teachers will have a 40-minute, uninterrupted planning period each day either before or after the student day.
4. Class size- Per Article III Section 17 of the District’s CBA, for TTK is 16. Teachers with classes that exceed the class size shall be eligible for overload relief.
5. The District will make a good faith effort to provide classified support staff for each TTK classroom. In the event of staffing shortages, classified support staff may need to be utilized in other areas within the building for safety reasons.
6. Conferences. State-required fall conferences (WA-KIDS) will be completed before students begin on September 11th, 2023. All other district parent conferences will be conducted in accordance with Article III, Section 14.
7. PLC - Per Article III, Section 20 of the District’s CBA, students will be released 60 minutes early each Wednesday (except for the Wednesday before Thanksgiving and fall conference week to allow members to participate in professional learning communities. Teachers will use the four guiding questions to focus their work on “improving teacher proficiency aimed at increasing student achievement”.

**B. Non-Student Attendance Workdays August 29<sup>th</sup>, 2023 through September 8<sup>th</sup>, 2023 and Student Half-Day Attendance September 11<sup>th</sup>, 2023 through September 15<sup>th</sup>, 2023**

1. Teachers will use August 29<sup>th</sup> through September 1<sup>st</sup> to screen students as part of the Child Find process to determine whether a referral to special services is necessary. The screening tool is the Speed DIAL. Screenings will be held at on the Broadway campus. Any additional time during this period can be used to develop and prepare instructional materials, collaboratively plan lessons, collaborate with specialists to prepare for P.E., music, or library instruction, or initiate family intake and connections meetings.
2. Training for the TTK Speed Dial Screener will take place on August 25<sup>th</sup> during the building P.D. day at Broadway Elementary.
3. Teachers new to TTK, who have not received the WA-KIDS training will be paid twelve (12) hours, at curriculum rate, to attend WA KIDS 101, an asynchronous webinar through OSPI. Training must be completed before August 29<sup>th</sup>, 2023.
4. Teachers will receive one (1) day at per diem rate for WA KIDS Evaluations as per CBA language (Appendix 1).
5. PLC time will be a part of teachers' regular schedule starting September 20<sup>th</sup>, which will allow collaboration time between all three sites.
6. Teachers will use September 5<sup>th</sup> 2023 through September 8<sup>th</sup> 2023 to attend parent connections meetings. Any additional time during this period can be used to develop and prepare instructional materials, collaboratively plan lessons, collaborate with specialists to prepare for P.E., music, or library instruction, or initiate family intake and connections meetings.
7. All TTK students will attend either five half day morning sessions or five half day afternoon sessions during the week of September 11<sup>th</sup>, 2023 - September 15<sup>th</sup>, 2023.
8. All students will attend daily full-day sessions beginning on September 18<sup>th</sup>, 2023.

**C. Curriculum and Materials** – Teachers will be using district-purchased *Project Ready Joyful Discovery* literacy instructional materials.

**D. Specialists**

1. Teachers will provide P.E instruction to students. At sites where a P.E. specialist delivers instruction, the classroom teacher, or para, will be present and participate in teaching times with the specialist.
2. An itinerant specialist will teach library. The classroom teacher, or the para, will be present and participate in library teaching time with the specialist. The classroom teacher will not be responsible for lesson planning or the delivery of lessons.

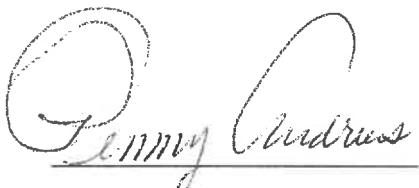
**E. Evaluation**

Teacher Evaluation -Per Article VIII of the District's CBA, teachers will be evaluated by their administrator using the Instructional Framework.

- F. **Professional Enrichment Time (P.E.T.)** – A separate schedule of P.E.T. (19 hours) will be developed specific to transitional kindergarten. Kinder Bridge teachers, in cooperation with the principal, shall determine and publish a plan for the use of sixteen (16) hours of Professional Enrichment Time hours, and the principal shall determine and publish a plan for the use of (3) hours of the Professional Enrichment Time no later than August 29<sup>th</sup> 2023.

**G. Duration**

1. This MOU will be effective August 29, 2023, and expire on the last instructional day of the 2023-24 school year. All other provisions of the CBA will remain in full force and effect. After the expiration of this MOU, neither party may cite it as or seek to introduce it as evidence of past practice or precedent of any kind.

  
\_\_\_\_\_  
For the District                      Date      6/14/2023

  
\_\_\_\_\_  
For the Association                      Date      6/14/2023