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January 8, 2026

Mary McIntyre, President

Albemarle Education Association

Re: Agreement re. Planning Time for Preschool Teachers

Dear Mary:

I write to confirm the agreement between the School Board for Albemarle County (the "School Board") and the Albemarle Education Association ("AEA") concerning planning time for pre-school teachers. This letter agreement is intended – once you have countersigned on behalf of AEA – to be attached as an addendum to the Collective Bargaining Agreement between the School Board and AEA concerning Licensed Employees for the 2026-2029 term (the "CBA").

Specifically, we have agreed that, for the term of the CBA, the School Division will allocate sufficient staffing and adjust daily schedules to ensure that full-time Preschool teachers receive at least 30 consecutive minutes of planning time per day, subject to the same limitations and exceptions as apply to other Licensed Employees under the CBA.

Please countersign below and return the fully executed letter to me to confirm the Parties' agreement on this topic.

Sincerely yours,

Daniel W. Redding

Daniel W. Redding

Chief Human Resources Officer, ACPS