

**LETTER OF AGREEMENT  
BETWEEN THE TUKWILA SCHOOL DISTRICT  
AND THE TUKWILA EDUCATION ASSOCIATION REGARDING**

**Thorndyke Elementary TREP Evaluation Plan – 2025–2026 School Year**

**Rationale:**

Due to administrative transition at Thorndyke Elementary during the 2025–2026 school year, the Tukwila School District and Tukwila Education Association agree to modify the evaluation process for certificated staff assigned to Thorndyke Elementary. The intent of this agreement is to provide clarity and stability while minimizing additional evaluation burden on staff.

**Background:**

This agreement applies to certificated instructional staff assigned to Thorndyke Elementary for the 2025–2026 school year and modifies the standard evaluation process outlined in the TSD/TEA Collective Bargaining Agreement for this school year only.

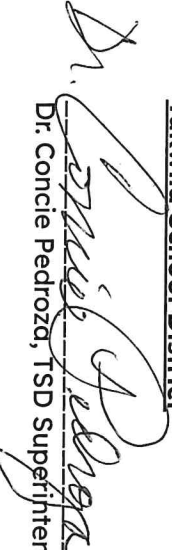
This Agreement was made this 19th day of March, 2026. The language in this LOA sunsets on the last day of school 2026.

Tukwila Education Association

  
Debbie Aldous, TEA President

3/19/2026

Tukwila School District

  
Dr. Concie Pedroza, TSD Superintendent

Staff Member Evaluation Designation	Summative Rating	Communication	Additional Items	2026–2027 Evaluation Cycle Placement
<p>Certificated Staff on Focused or Comprehensive TPEP Evaluation</p>	<p>Summative rating will be based on observation evidence collected during the first formal observation conducted by <b>Principal Designee Mr. Croyle</b>. Staff trending <b>Proficient or Distinguished</b> will receive a <b>Proficient or Distinguished</b> summative rating.</p>	<p><b>Sample Email:</b> "If you are receiving this message, your 2025–2026 TPEP summative evaluation will be based on the evidence collected during your first observation with Mr. Croyle. No additional evidence submission is required this year, and a summative conference will not be scheduled. Your final summative score will be recorded as Proficient or Distinguished based on the available observation evidence."</p>	<p>No additional evidence will be requested or required for the 2025–2026 school year. The summative conference is not required.</p>	<p>Certificated staff will retain their placement within the standard <b>TPEP evaluation cycle</b> as outlined in the Certificated TSD/TEA CBA unless otherwise determined by mutual agreement between the evaluator and the staff member.</p>

<b>Staff Member Evaluation Designation</b>	<b>Summative Rating</b>	<b>Communication</b>	<b>Additional Items</b>	<b>2026–2027 Evaluation Cycle Placement</b>
<p>Certificated Staff on Comprehensive TPEP Evaluation who were trending <b>Basic or Unsatisfactory</b></p>	<p>Staff members whose evaluation evidence or observation data may have indicated a rating of <b>Basic</b> or <b>Unsatisfactory</b> will receive a <b>Proficient summative rating</b> for the 2025–2026 school year.</p>	<p><b>Sample Email:</b> "As part of the Thorndyke Elementary 2025–2026 evaluation plan, your summative TPEP rating will be recorded as Proficient. No additional evidence submission will be required and a summative conference will not be scheduled this year."</p>	<p>No additional evidence required. The summative conference is not required.</p>	<p>Staff members will maintain their current evaluation cycle placement unless otherwise agreed upon by the evaluator and staff member in accordance with the Certificated TSD/TEA CBA.</p>

Staff Member Evaluation Designation	Summative Rating	Communication	Additional Items	2026–2027 Evaluation Cycle Placement
Certificated Provisional Staff (Years 1–3)	Summative rating will be based on the observation evidence available from the first observation conducted by Mr. Croyle. Final rating will be recorded as <b>Proficient</b> .	<b>Sample Email:</b> "As part of the Thorndyke Elementary 2025–2026 evaluation plan, your summative evaluation will be finalized using the observation evidence collected earlier this year. No additional evidence will be requested and a summative conference will not be required."	No additional evidence required. The summative conference is not required.	Provisional staff will continue on the <b>Comprehensive evaluation cycle</b> in accordance with state law and the Certificated TSD/TEA CBA.

Staff Member Evaluation Designation	Summative Rating	Communication	Additional Items	2026–2027 Evaluation Cycle Placement
<p><b>Educational Staff Associates (ESAs), MLL and Instructional TOSAs</b> – including Social Worker, MLL, and MTSS</p>	<p>ESA and TOSA staff are <b>not evaluated under the TPEP system.</b> For the 2025–2026 school year, ESA and TOSA staff assigned to Thorndyke Elementary will receive a <b>Satisfactory evaluation rating</b> based on available supervision and professional practice evidence.</p>	<p><b>Sample Email:</b> “As part of the Thorndyke Elementary 2025–2026 evaluation plan, ESA and TOSA staff are not evaluated under the TPEP system. Your evaluation for the 2025–2026 school year will be recorded as Satisfactory. No additional documentation or summative conference will be required.”</p>	<p>No additional documentation required for this school year. The summative conference is not required.</p>	<p>ESA staff will continue under the <b>standard ESA and TOSA evaluation process</b> for the 2026–2027 school year.</p>