

# Contract Help for Kindergarten Teachers

2018-19

## You are special!

Kindergarten teachers have unique issues and circumstances that require specific contract language.

This brochure will assist you in understanding and utilizing those provisions of the contract that benefit kindergarten teachers.



## WAKids

- The first 3 days of the school year are non-student days for the purpose of Family Connections.
  - School for kindergarten students will begin on September 7 for the 2018-19 school year.
  - Kindergarten teachers will use these 3 days for meeting the requirements of Family Connections with parents and students.
  - Kindergarten teachers will be paid for 18 hours at their per-diem rate for entering WAKids assessment data.
- 

## Recess Supervision

- At the beginning of the school year, teachers are expected to supervise their students during recess and to or from buses.
  - A plan should be in place to transition students to follow the rest of the building's procedures and times for recess and bus loading or unloading.
  - While it's expected that some classes will transition more quickly than others, students should be able to go to recess with the other students within a reasonable amount of time.
- 

## Planning Time

- All full-time teachers receive 250 minutes per week of planning time, which comes from 150 minutes per week with music, library, and PE, and an average of 100 minutes per week under the building's planning time plan.
- Specialist Times: If specialist time is not part of the designated planning time, teachers can be expected to stay with their classes during these times. However, many specialists do not mind if the teacher doesn't stay. Check with your specialists to find out what he or she prefers.

## Extra Days

- Kindergarten teachers get 1 extra day per year to get ready for August orientation.

### ***Important!***

You **MUST** fill out a time card for any extra days worked. Give completed cards to your building's office manager during the payroll period in which you work each of these days. Failure to do so means that you will not get paid for them!

## Conferences

- Kindergarten teachers get the same conference days as every other Grade 1-5 regular classroom teacher.

## Class Size

- Kindergarten classes in Lake Washington are staffed at an average of 20 students each.
- Remember, this is a district-wide average—not an actual limit for individual classes. As a result, some classes will be over 20 and some will be under 20, depending on enrollment at a particular school.
- If possible, the district tries to move kindergarten students to other nearby schools in order to balance classes. This is not guaranteed, but it does help in some situations by keeping class sizes down.
- Under our contract, remedies for large class sizes do not kick in until a class exceeds 24 students. This rarely happens since the district-wide average is 20 students.

## Contract Language for All Teachers

- The contracted workday is 7.5 hours.
- Teachers get 30 minutes for a duty-free lunch. This time is not part of the 7.5-hour day, and is not counted as part of your planning time.
- As part of their contract, teachers are expected to be at work at least 60 minutes before and 15 minutes after the student day. You can use this time to do planning and preparations, but you need to be on the school site. This time does not count against your 250 planning time minutes.
- All other provisions of the contract apply to kindergarten teachers, such as the \$2,000 Professional Fund, personal days (annual leave), LEAP days, etc.



## Questions?

If you have questions about these or other contract provisions, please contact us:

- Howard Mawhinney, President  
(hmawhinney@lwsd.org or 425-822-3388)
- Jennifer Silves, UniServ Rep  
(jsilves@washingtonea.org or 425-822 3388)
- Sheila Hagerman, Office Manager  
(shhagerman@lwsd.org or 425-822-3388)

