

Article XXV Transitional Kindergarten and Kindergarten

Transitional Kindergarten and Full Day Kindergarten

1. All Transitional Kindergarten teachers, hereinafter referred to as TK, shall be provided preparation time equal to that of teachers in Grades 1-6. The preparation time shall be held after the release of students as long as the TK program is an extended day, in lieu of kindergarten prep time in Article VIII.1(c). If TK moves to full day, the TK teacher shall have prep time equal to that of teachers in Grades 1-6 and shall be in the same format provided for in Article VII1.1. Every effort shall be made to allow the TK teacher to have their room during their preparation time.
2. All Full Day Kindergarten teachers shall have prep time equal to that of teachers in Grades 1-6 and will be in the same format provided for in Article VII1.1, in lieu of kindergarten prep time in Article VIII.1(c). Every effort shall be made to allow the kindergarten teacher to have their room during their preparation time.
3. TK and K teachers, hereinafter referred to as TK teachers and Full Day K, shall be assigned equitable duty schedule(s) and/or assignment(s), equivalent to that of teachers in Grades 1-3 at the site. TK and K teachers shall meet annually with the site administration to determine supervision duties for the following year. Any TK and K teachers who are assigned before school duty in individual classrooms shall have such time count toward student supervision duty. If this duty exceeds the assignment of other teachers in Grades 1-3, the extra minutes shall count toward fulfilling the adjunct duty and committee work requirement and shall be adjusted at the beginning of the school year.
4. TK teachers will be provided 2 hours and 20 minutes of preparation time a week, consistent with K-6 teachers.
5. Aide Time
 - a. TK
 - i. TK teacher and Instructional Aides' lunch times shall align for a minimum of 30 minutes a day to maximize Instructional Aide time in the classroom with the TK Teacher throughout the school day and maintain the 10:1 ratio.
 - ii. In the event of an absence of an TK Instructional Aide, a substitute aide should fill the vacancy so as to maintain the 10:1 adult ratio for students, per California Educational Code. These efforts shall include locating a substitute Instructional Aide, reassigning a site based Instructional Aide, or using a Substitute teacher.
 - iii. TK teachers shall receive 40 consecutive minutes of instructional aide time weekly to collaborate, reflect and plan and/or meet with PLCs, preferable on Mondays. The allocation of time will be scheduled based upon the needs of the site and upon mutual agreement of the TK teacher and site administration.
 - b. Kinder

- i. Full Day K teachers shall be provided 80 minutes of Instructional Aide time daily that is mutually agreed upon by the principal and affected staff. Site administration will prioritize maximizing the consecutive classroom minutes the Instructional aide is present.
If the full 80 minutes of daily support time cannot be provided on a given day, the missed minutes shall be made up on another day during the same week to ensure the weekly total equals at least 400 minutes (80 mins x 5 days).
- ii. In the event that an aide is not present, site administration shall -make best efforts to find a replacement aide. Best efforts include locating a substitute Instructional Aide, or using a Substitute teacher when a substitute aide is not available to fulfill this time.

6. During the first 3 weeks of the school year, site administration shall make every effort to provide additional Instructional Aide support to assist TK and K teachers with classroom acclimation.

7. Modified school days

a. TK

- i. All TK students shall have a modified day for the first 6 weeks of school, eliminating TK student lunch time on campus (if desired). The intent is for students to start the full day schedule on a Monday.
- ii. All TK teachers will be provided 10 minutes to dismiss their students from their classroom followed by an uninterrupted lunch, if applicable.

b. Kinder

- i. Kindergarten students shall begin the year with a modified schedule, releasing students one (1) hour early, through the first 3 weeks of school with the goal of creating a smoother transition to full day for students and providing additional one-on-one assessment opportunities.

8. Bathrooms

- a. TK/K teachers shall not be required or asked to change diapers, pull-ups, or a child's dirty clothing/underwear that the child cannot change themselves nor be required/asked to wipe students who aren't able to toilet independently. The TK/Kinder bathrooms shall not be used for diapering students and the diaper shall be disposed of outside the TK/K classroom/bathroom.
- b. Consistent with California Education Code, all TK and K classrooms shall have an in-classroom restroom, or access to an adjacent TK/K classroom restroom, or access to an adjacent hallway restroom. Furthermore, these bathrooms will have fixtures of the appropriate size and height for TK-aged students. The displacement of TK or K classes to provide a restroom shall be avoided.

9. Intervention

- a. TK teachers may provide intervention to kindergarten students for 30-60 minutes a week to be scheduled at the site.
 - i. It is the intent to provide the TK teacher and TK aide with sufficient time to

collaborate.

- ii. TK aides may be required to provide intervention to kindergarten students not to exceed 30-90 minutes a week.
 - iii. TK teachers shall not be required to prepare intervention lessons/materials. Intervention lessons /materials will be planned and provided to TK teachers by the classroom teacher(s) of the students in the intervention.
 - iv. Intervention should align with the whole school intervention which will allow additional time for TK teachers to collaborate, reflect and plan with their aides.
- b. TK teachers shall work with a group of no more than five (5) students at a time, preferably in the classroom with the assigned teacher.

10. TK/K Combos

- a. TK/K combination classrooms will be avoided to the greatest extent possible.
- b. TK/K combination classroom teachers shall have the same right as both a TK teacher and a combination teacher. TK/K combination teachers receive as a TK teacher a full time aide, in order to maintain the 10:1 Ratio per California Education code, and, as a combo teacher, shall be allocated funds which can be used for classroom supplies or release time.
- c. If a TK/K combination class is necessary, the District will provide justification to RTPA (site representative) upon request.

11. TK/K Supplies/ Classrooms

- a. The district will continue to outfit all new TK classrooms to the district TK Classroom standard in terms of furniture, curriculum/instructional materials, student materials, and supplies.
- b. TK/K teachers shall work with their site administration if additional equipment is needed and/or needs to be replaced.

12. TK PLC time

- a. District wide TK PLCs shall be convened during RUSD Learns and/or during PD days.

Jeremy C. Miller
RTPA Rep Name Printed

GREG SNYDER - DIRECTOR, PERSONNEL
District Rep Name and Title

Jeremy C. Miller
RTPA Rep Signature

[Signature]
District Rep Signature

Date: 7/2/2026

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