

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: January 9, 2018

To: Elementary School Principal, Vice Principals and Teachers

Subject: Transitional Kindergarten (TK) Assignments

Department and/or Persons Concerned: Certificated Staff

Due Date: February 7, 2018

Reference: Article 12 of Collective Negotiations Contract between the San Diego Unified School District and the San Diego Education Association (SDEA)

Action Requested: Please disseminate information regarding the TK Program. Any teacher assigned to teach TK for the 2018-2019 school year must complete the attached form (ATTACHMENT 1). **Please print and post a copy of this circular.**

Brief Explanation:

SB 876 added additional requirements for TK teachers. Now pursuant to Ed Code 48000(g), a school district must ensure that credentialed teachers who are first assigned to a TK classroom after July 1, 2015 have one of the following:

1. At least 24 units in early childhood education, childhood development, or both;
2. A child development teacher permit issued by CCTC; **or**
3. A level of professional experience that is comparable to the 24 units in #1, as determined by the district and SDEA.

SDEA and the District entered into a MOU regarding the professional experience in #3 and have defined it as such:

- A teacher who has previously served 75% of an instructional year in a kindergarten classroom and who participates in three SDUSD professional development days of study for TK teachers between July 2015 and August 2020.
- A teacher with 5+ years of experience in a kindergarten classroom.
- A teacher who was assigned to teach TK for the 2015-16 instructional year and who participates in three SDUSD professional development days of study for TK teachers between July 2015 and August 2020

Application Procedure:

To determine if an employee meets these requirements, anyone assigned to a TK classroom must complete the Affidavit to Teach Transitional Kindergarten. A copy is attached to this email and available on the HR website under "HR Forms." This affidavit form only needs to be completed one time by the employee, unless he/she moves to another site.

Affidavits must be received by the appropriate Human Resources Officer (see below) by February 7 for the following school year.

Failure to submit the Affidavit by February 7 will result in a reassignment or possible involuntary transfer (see Article 12.7.3).

Contacts:

If you have any questions regarding these requirements or your assignment, please contact your Human Resources Officer.

Area 1	Mary Wager	mwager@sandi.net
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APPROVED:



Acacia Thede
Executive Director, Human Resources

AT:eh
Attachments (1)