

# KNOW YOUR RIGHTS!

## *Transitional Kindergarten*



- “Early enrollment” TK classroom: 20 students; 1:10 adult-to-student ratio under [Education Code](#)

All TK classrooms must maintain ratios by having an Elementary Teacher and an Early Childhood Education (ECE) Teacher.

### **Early Childhood Education Teachers**

An ECE Teacher is defined in the [job description](#) as someone who holds a Child Development Permit and works in a TK classroom. ECE Teachers are different from aides, PIFs, and Preschool Teachers.

### **2 TYPES OF TK CLASSROOMS**

Starting in 2023-24, SDUSD has two types of TK classrooms:

1. “Standard” classroom, which enrolls students who have their fifth birthday between:
  - a. Sept. 2 and April 2 for 2023-24
  - b. Sept. 2 and June 2 for 2024-25
2. “Early enrollment” classroom, which enrolls students who have their fourth birthday between June 3 and Sept. 1 (inclusive)

If a classroom has just one early enrollment student, it must meet the early enrollment classroom requirements.

### **CLASS SIZE & RATIO**

- “Standard” TK classroom: 24 students under the [union contract](#); 1:12 adult-to-student ratio under [Education Code](#)

### **PREPARATION TIME**

All TK-3 teachers are entitled to the same amount of preparation time. TK teachers have the right to take their prep time together.

If a TK teacher is required to supervise students during their prep time, that’s a violation of the union contract and can and should be grieved. Good solutions to the grievance might include any of the following: “don’t do it again,” make-up prep time for both TK teachers, pay for the teacher who lost prep time, or other ideas you come up with. Talk to your co-teacher and site union rep about a grievance.

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### Who is *already* qualified to teach TK?

**Anyone who has a multiple subjects credential and one of the following apply:**

- Taught K for 5 or more years. Period.
- Has 24 units in child development or early childhood education
- Has a childhood development permit
- Has an early childhood education specialist credential
- Qualified under [2015 Memorandum of Understanding](#) by August 1, 2020 through:
  - Service in a TK or K classroom + 3 SDUSD professional development days by August 1, 2020

### Who can get qualified to teach TK?

**Anyone who has a multiple subjects credential and one of the following apply:**

- *Previously* taught TK, or K for less than 5 years, and is willing to do 5-15 hours of paid professional development by June 30, 2025
- Is willing to get 24 units in child development or early childhood education by June 30, 2025
- Is willing to get a childhood development permit by June 30, 2025
- Is willing to get an early childhood education specialist credential by June 30, 2025

No teacher can be required to become qualified to teach TK. However, under the current union contract, a teacher who is qualified can be assigned to teach TK, even if they prefer not to. This is similar to the rules for other grades, such as a teacher who is credentialed to teach all elementary grades, has been teaching 2nd grade for 10 years and really wants to keep teaching 2nd, but the principal assigns them to teach 4th grade, which is allowable.

### TRAINING & PROFESSIONAL DEVELOPMENT FOR THOSE NEW TO TK

In the Memorandum of Understanding on TK, SDUSD “acknowledges that a healthy and effective team teaching relationship requires training.” That’s why the MOU says SDUSD has to provide training on team teaching.

Within 5 workdays of being newly assigned to TK, SDUSD has to provide 8-12 hours of mandatory training to the new teacher and their co-teacher. This training can take place only during work hours. The topics of the training must include: team teaching and legal requirements of the TK classroom. For recorded training, a live Q&A must be provided.

SOURCES: [SDEA Contract](#), Sections 8.6.4, 13.2.1; [Memorandum of Understanding on Commingled TK, November 9, 2021](#); [Memorandum of Understanding on TK Qualifications, January 17, 2024](#); [Education Code sections 48000\(c\), \(g\) and 48000.15](#)