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January 31, 2024

To: Building Administrators
From: Toni Neidhold, Director of Human Resources
Re: 2024-25 Evaluation of Certificated Employees

The District and the Kennewick Education Association (KEA) recently met to discuss some discrepancies between the law (i.e. RCW and WAC) and the KSD-KEA collective bargaining agreement (CBA) pertaining to professional growth and evaluation processes for certificated employees. In cases where language in RCW or WAC and language in CBA are not in alignment, RCW and WAC language supersedes the CBA language.

As such, the purpose of this memo is to provide clarification regarding the certificated employees who should be evaluated using the four-tiered professional growth and evaluation system based on the district adopted Danielson Instructional Framework (i.e. TPEP).

In accordance with [RCW 28A.405.100](#) and guidance from the Office of Superintendent of Public Instruction (OSPI), all certificated employees should be evaluated using TPEP if they:

- plan or modify instruction;
- instruct students; and
- monitor student progress.

Note: monitoring student progress does not necessarily mean assigning grades to students

Therefore, beginning in the 2024-25 school year, all certificated classroom teachers; elementary specials teachers; special education teachers in all programs; and classroom specialists (e.g. reading, math, and multilingual specialists) will be evaluated using TPEP.

Instructional coaches/learning facilitators; SLPs; PTs; psychologists; counselors; and middle and high school librarians are considered certificated support personnel under [RCW 28A.405.100](#) and will continue with their current system of evaluation.

Please note that OSPI has also revised student growth goal rubrics, and districts must implement them in the 2024-25 school year, along with the updated Danielson Instructional Framework. Student growth goals may look different for different groups of certificated classroom teachers. More information and guidance will be forthcoming.

All certificated teachers should remain on their current evaluation system/form for the remainder of the 2023-24 school year.

Cc: Rob Woodford, KEA President