

MEMORANDUM OF UNDERSTANDING

Between the
St. Johns County School District
And the
St. Johns Educational Support Professional Association

VPK Lead Supplement - 2025-2026 2026-2027

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association. VPK program accountability has increased to include observations by the Division of Early Learning and three annual assessments to determine learning gains and proficiency scores.

The purpose of this agreement is two-fold.

~~Reassign staff working in the VPK classroom setting (Ketterlinus, Timberlin Creek, and Cunningham Creek) to the Paraprofessional Salary Schedule #1. This would apply to both Lead and Assistant.~~

1. Establish an hourly supplement for the employees that assume the additional roles and responsibilities of the Lead in a VPK classroom.
2. **Establish a VPK Lead allocation.**

Additional responsibilities of the VPK Lead include:

Job Responsibilities/Leadership

1. Required Lesson Planning
2. Facilitate and lead Parent Conferences
3. Required Student Grading and Reporting
4. Guidance and direction for the VPK assistant
5. Participate in professional learning

State Requirements

1. State Credentials – CDA, FCCPC, Associate's Degree or Bachelor's Degree
2. State Required Emergent Literacy credential
3. State Required Florida Early Learning Developmental Standards credential
4. CPR/First Aide Certified credential

VPK staff currently (as of August 28, 2025) compensated under the Extended Day Community Aide Salary Schedule shall be reassigned to Paraprofessional positions utilizing the Paraprofessional Salary Schedule. VPK staff to be reassigned to a Paraprofessional positions must meet paraprofessional credentials in order to transition.

The VPK Lead will report to site-based Principal. The Paraprofessional in the VPK classroom will report to the site-based Principal.

Employees assigned as the VPK Lead shall receive an additional \$2.00 per hour supplement, not to exceed 7.5 hours per day.

Additionally, the VPK Lead, hired on or before September 1st, shall receive a one-time \$300

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~~supplement~~ allocation in order to purchase supplemental ~~necessary~~ supplies and materials for their classrooms. This ~~supplement~~ allocation will be ~~paid-out~~ made available before September 30th and will follow the same procedures in place by the District for the teacher classroom supply program.

This MOU shall take effect on July 1, 2025 ~~2026~~ and remain in effect through June 30, 2026 ~~2027~~.

Bethany Koch 7/9/26

Bethany Koch, Chief Negotiator
SJESPA, North East Florida Service Unit

Patrick Snodgrass 7/9/26

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St. Johns County School District