

**[New Article]**

All Educational Assistants that have interpreting as a part of their job duties shall be entitled to a dedicated prep period. This time will be paid time, separate from emailing/billing time that would be used to read lessons, research and rehearse language choices, preview videos, collaborate with colleagues and create interpretation plans.

Elementary Planning Time: The District will provide preparation/planning time for Educational Assistants that do translation on the basis of (50) minutes per school day, or the equivalent.

Preparation periods shall be provided, as a norm, on each day, and shall be not less than 25 minutes or not more than 60 minutes in length.

Secondary Preparation/Planning Time: Within the student day, for every 25 minutes of classroom instructional time assigned to a secondary educational assistant on a regular basis, five (5) additional minutes of preparation time shall be normally provided in one or two uninterrupted blocks during the student day. Variation developed by the principal and staff in any school building and approved by the Superintendent and Board of Educations, shall be permitted, so long as the intent of this provision is observed and the approximate equivalent to the preparation time per day prescribed herein, is provided within a week.