



**PULLMAN  
COMMUNITY  
MONTESSORI**

**PUBLIC  
FREE  
K-9**

Adopted **December x, 2022**

Out of Endorsement Teaching Staff

Title - Out of Endorsement Teaching Staff (Kirshner, Sara)

Last Revised - 10/2022

Employee Start Date: August 2022 (2022-23 SY)

Pullman Community Montessori (PCM) acknowledges that Sara Kirshner, hired as one of PCM's instructional classroom assistants, will be considered "Out of Endorsement", if she assumes the classroom teaching role for more than 30 consecutive days. Sara is classified as an emergency sub and fills the role of Lead Guide/Teacher in the absence of the Lead Guide/Teacher. We believe Sara to have the competence and skill to serve in a temporary lead role if necessary. PCM's Head of School and Montessori Instructional Coach, as well as her peers, will work alongside Sara, just like with other staff, to ensure that the resources, materials, and curriculum used all meet the standards of high quality teaching and learning, and are aligned with standards and expectations. Sara's performance in this capacity will be monitored by the Head of School and Montessori Instructional Coach and the board will be updated no less than annually on her performance.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_.

By: \_\_\_\_\_  
Board President or Designee

Attest: \_\_\_\_\_  
Head of School