



Montebello Unified School District
and the
Montebello Teachers Association



2013-14 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Garfield Elementary School met on Monday, 4/22/13 and with the concurrence of the principal, have reached consensus on changing the average daily instructional minutes to allow time for the following:

See attached - same as previous year.

In order to create this time, the staff has agreed to add minutes to four days a week and reduce the schedule on Wednesdays (Name the day of week).

C. [Signature]
Principal's Signature

[Signature]
MTA Faculty Chair's Signature

Date: 4/25/13

Date: 4/25/13

Extension: 7819

Extension: _____

*~~Regular day and minimum day bell schedules **must** be attached~~*

For more information contact the Deputy Superintendent at Extension 7922
or the Executive Director of MTA at 323-722-5005

Email to Deputy Superintendent's Office: Eileen Barton

(If you email, there is no need to fax or send in mail. Please send once to MUSD and once to MTA)

Copy to: MTA Executive Director, Kathy Schlotz MTA Office 323-722-5005 Fax 323-722-5043

Due Date: Friday, April 26, 2013

MOU-BankMin

Garfield Elementary
MOU 2012-2013

The teachers at Garfield Elementary school met on Monday 4/22/13 and with the concurrence of the principal, have reached consensus on changing the average daily instructional minutes to allow time for the following:

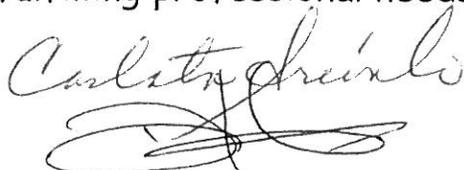
As Professional Learning Communities/Data-Teams GAE teachers will collaborate to improve student achievement by:

1. Setting SMART goals to monitor student learning (follow data teams process)
2. Planning and collaborating on instruction,
3. Developing common assessments to measure student learning (using available technology),
4. Designing appropriate interventions within and beyond the school day for at-risk students,
5. Participating in professional development opportunities and,
6. Addressing any other areas pertinent to student achievement/activities.

In order to create this time, the staff has agreed to add minutes to four days a week and reduce the schedule on Wednesday.

1 Wednesday per month will be dedicated to PLC/Whole-Staff meetings and 3 Wednesdays will be set aside for grade level-data teams/family meetings. Both sets of meetings will serve the purposes outlined above.

One to two Mondays as needed will be used to further our professional development. The teachers through the Site Leadership Team will inform this process. Teacher Leads will also contribute by identifying and fulfilling professional needs to improve student achievement.

 - Principal
 - MTA Rep