

MEMORANDUM OF UNDERSTANDING

Between the

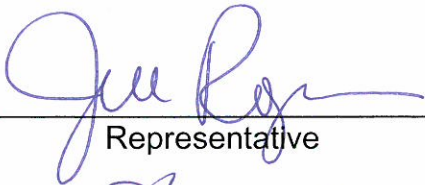
MONTEBELLO UNIFIED SCHOOL DISTRICT

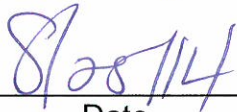
And

MONTEBELLO TEACHERS ASSOCIATION

Garfield Elementary School may modify and/or alter the instruction minutes required per day in the contract between the Montebello Teachers Association and the Montebello Unified School District for the 2014/2015 school year. The modification shall be within the total instructional minutes (Article IV, Section F) of the Montebello Teachers Association – Montebello Unified School District Agreement on a weekly basis according to the attached bell schedule.


Montebello Unified School District




Representative


Date

Montebello Teachers Association



Representative


Date



Montebello Unified School District
and the
Montebello Teachers Association



2014-15 School Year

BANKING MINUTES


REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Garfield Elementary School School met on
Tuesday, March 17, 2014 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

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).

☐ Check box if this is a change from previous school year.


Principal's Signature

Date: 4/25/14

Extension: 7891


MTA Faculty Chair's Signature

Date: 4/25/14

Extension: 6010

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

*Any changes from previous year require immediate review by Deputy Superintendent and
must be approved by Transportation Department with a copy to Pupil and Community
Services.*

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 323-722-0543

Due Date: Friday, April 25, 2014

MOU-BankMin

Garfield Elementary
MOU 2014-2015

The teachers at Garfield Elementary school met on 3-17-14 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/GLIT (Grade Level Intervention) 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.

**MONTEBELLO UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES DIVISION
2014-2015 INSTRUCTIONAL MINUTE CALCULATOR (SCHOOL SCHEDULE)**

PRINCIPAL: Ms. Carlota Arevalo

SCHOOL: Garfield Elementary School

Elementary School (*Military Style Time 8:00am enter as 8:00, 1:00PM enter as 13:00)

Elementary School														(*Military Style Time 8:00am enter as 8:00, 1:00PM enter as 13:00)														If the district had NO furlough days please use this calculation			
Type of Schedule	Grade	Start Time (*Military Style)	Dismissal Time (*Military Style)	Recess Minutes	Lunch Minutes	# of Hours	Instructional Minutes (less recess & lunch)	# of Days	Total Minutes	MUSD Minimum	State Required Amount	82/83 Required	Met Requirement																		
Regular Schedule	K am	8:15 AM	1:00 PM	15:00	40:00	04:45	230	143	32,890																						
Minimum Schedule	K am	8:15 AM	12:15 PM	15:00		04:00	225	37	8,325																						
Other Schedule	K am					00:00	0		0																						
Other Schedule	K am					00:00	0		0																						
Other Schedule	K am					00:00	0		0																						
TOTAL										36,000	36,000	31,500	Yes																		
Regular Schedule	K or Kpm	10:00 AM	2:30 PM		40:00	04:30	230	143	32,890																						
Minimum Schedule	K or Kpm	8:15 AM	12:15 PM	15:00		04:00	225	37	8,325																						
Other Schedule	K or Kpm					00:00	0		0																						
Other Schedule	K or Kpm					00:00	0		0																						
Other Schedule	K or Kpm					00:00	0		0																						
TOTAL										36,000	36,000	31,500	Yes																		
Regular Schedule	1	8:15 AM	2:30 PM	15	40	06:15	320	143	45,760																						
Minimum Schedule	1	8:15 AM	1:20 PM	15	40	05:05	250	37	9,250																						
Other Schedule	1					00:00	0		0																						
Other Schedule	1					00:00	0		0																						
Other Schedule	1					00:00	0		0																						
TOTAL										54,000	50,400	47,250	Yes																		
Regular Schedule	2	8:15 AM	2:30 PM	15	40	06:15	320	143	45,760																						
Minimum Schedule	2	8:15 AM	1:20 PM	15	40	05:05	250	37	9,250																						
Other Schedule	2					00:00	0		0																						
Other Schedule	2					00:00	0		0																						
Other Schedule	2					00:00	0		0																						
TOTAL										54,000	50,400	47,250	Yes																		
Regular Schedule	3	8:15 AM	2:30 PM	15	40	06:15	320	143	45,760																						
Minimum Schedule	3	8:15 AM	1:20 PM	15	40	05:05	250	37	9,250																						
Other Schedule	3					00:00	0		0																						
Other Schedule	3					00:00	0		0																						
Other Schedule	3					00:00	0		0																						
TOTAL										54,000	50,400	47,250	Yes																		
Regular Schedule	4	8:15 AM	2:30 PM	15	40	06:15	320	143	45,760																						
Minimum Schedule	4	8:15 AM	1:20 PM	15	40	05:05	250	37	9,250																						
Other Schedule	4					00:00	0		0																						
Other Schedule	4					00:00	0		0																						
Other Schedule	4					00:00	0		0																						
TOTAL										54,000	50,400	47,250	Yes																		
Regular Schedule	5	8:15 AM	2:30 PM	15	40	06:15	320	143	45,760																						
Minimum Schedule	5	8:15 AM	1:20 PM	15	40	05:05	250	37	9,250																						
Other Schedule	5					00:00	0		0																						
Other Schedule	5					00:00	0		0																						
Other Schedule	5					00:00	0		0																						
TOTAL										54,000	54,000	54,075	Yes																		
Regular Schedule								180	55,010																						
Minimum Schedule								143	45,760																						
Other Schedule								37	9,250																						
Other Schedule									0																						
Other Schedule									0																						
TOTAL										54,000	54,000	54,075	Yes																		
Regular Schedule								180	55,010																						
Minimum Schedule								143	45,760																						
Other Schedule								37	9,250																						
Other Schedule									0																						
Other Schedule									0																						
TOTAL										54,000	54,000	54,075	Yes																		

Preparer Signature: _____

Marisol Rivera

Reviewer Signature

Carlota Arevalo

Carlota Arevalo

Garfield Elementary

Bell Schedule

Grades K-5

Regular Day

7:40 – 8:00 a.m. (Breakfast)

8:10 (warning)

8:15 (Late)

Recess

9:45-10:00 (Kindergarten)

10:00-10:15 (1st – 3rd)

10:15-10:30 (4th – 5th)

Lunch

11:10-11:50 Kindergarten

11:30- 12:10 First Grade/Rm. 24

11:45-12:25 Second Grade

12:00-12:40 Third Grade

12:15-12:55 Fourth Grade/Rm.26

12:30-1:10 Fifth Grade

2:30 Dismissal

Rainy Day Schedule Lunch

11:10 - 11:40 Kindergarten

11:45 - 12:15 Second Grade

12:15 - 12:45 Fourth Grade

11:30 -12:00 First Grade

12:00 -12:30 Third Grade

12:30 -1:00 Fifth Grade

Kindergarten

A.M. Class

8:10 a.m. – 1:00 p.m.

P.M. Class

10:00 a.m.– 2:25 p.m.

Wednesday Schedule P.M. Kindergarten in early at 8:10 a.m.

Dismissal for all K's on Wednesday is 12:00 p.m.

Minimum Days for Grades 1st -5th
Every Wednesday: 8:10 a.m. - 1:20 p.m.

Headstart

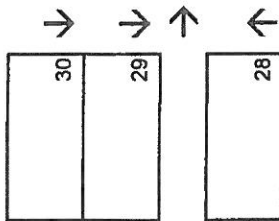
A.M. Class

8:00 a.m. – 11:30 a.m.

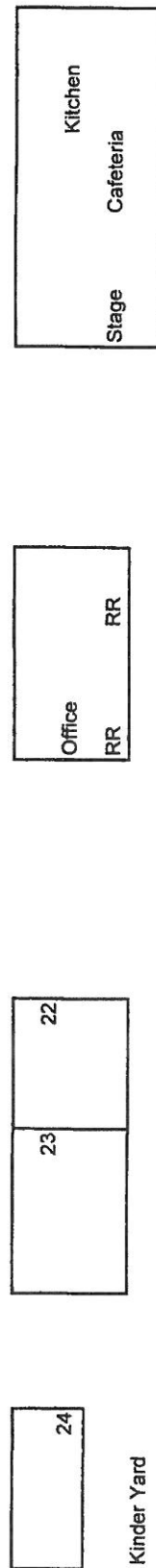
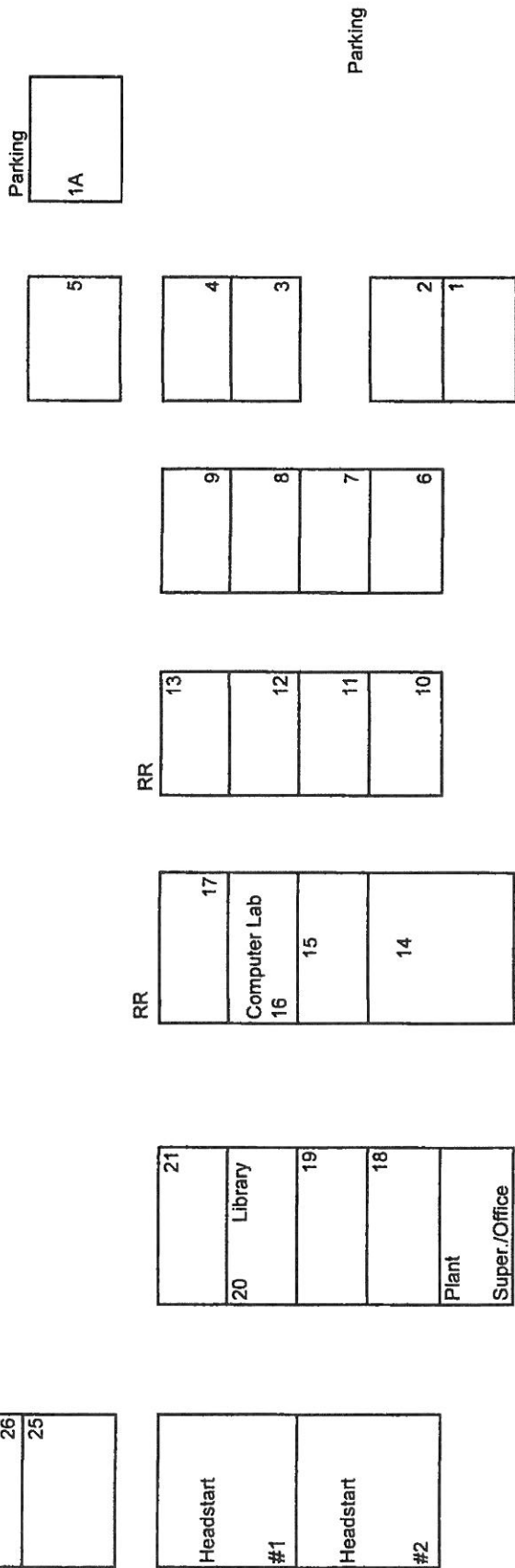
P.M. Class

11:45 a.m. - 3:15 p.m.

Garfield Elementary School



Playground



Kinder Play yard

Front of School