

# MEMORANDUM OF UNDERSTANDING

Between the


**MONTEBELLO UNIFIED SCHOOL DISTRICT**

And


**MONTEBELLO TEACHERS ASSOCIATION**

Montebello Intermediate 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  
  
8/25/14  
\_\_\_\_\_  
Date

**Montebello Teachers Association**

  
\_\_\_\_\_  
Representative  
  
8/27/14  
\_\_\_\_\_  
Date



Montebello Unified School District  
and the  
Montebello Teachers Association



2014-15 School Year

**BANKING MINUTES**

**REQUEST FOR MEMORANDUM OF UNDERSTANDING**

The teachers at Montebello Intermediate School met on  
May 1, 2014, and with the concurrence of the principal, have  
reached consensus on changing the average daily instructional minutes to allow time for the  
following:

The administration and staff agree to bank minutes and hold four monthly meetings on Wednesdays, within the board day. One meeting will be a staff/professional development meeting and the other three will be data team/PLC meetings. The principal will determine the time of one data team/PLC meeting. The individual data teams will determine the meeting time of the remaining two PLC meetings to be placed on the school's Master Calendar. Each data team will submit agendas to the principal or principal designee before the meeting date and after each meeting submit a sign-in sheet and minutes.

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.

L. Allen

Principal's Signature

Date: May 7, 2014

Mrs. Gonzalez-Monte

Mrs. Jarama

MTA Faculty Chair's Signature

Date: May 7, 2014

Extension: 3171

Extension: 2526

*~~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



# MONTEBELLO INTERMEDIATE SCHOOL

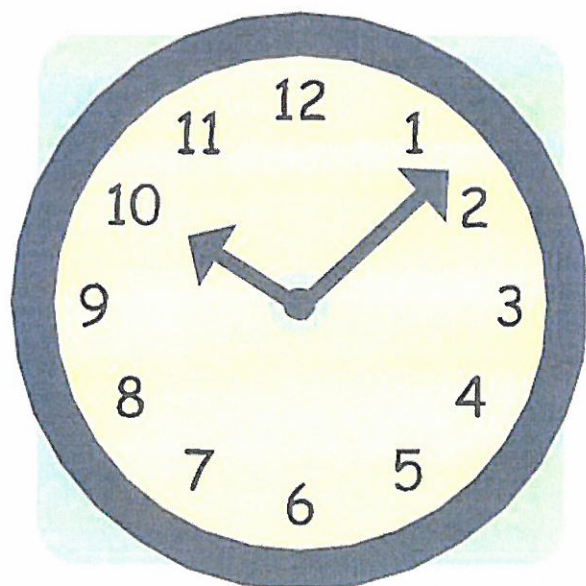
## 2014-2015 DAILY BELL SCHEDULE

### WEDNESDAY/MINIMUM DAY

6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup> GRADE SCHEDULE			
Period	Start	End	Minutes
1 <sup>st</sup>	8:43	9:34	51
Passing	9:34	9:39	5
2 <sup>nd</sup>	9:39	10:12	33
Nutrition	10:12	10:27	15
Passing	10:27	10:32	5
3 <sup>rd</sup>	10:32	11:05	33
Passing	11:05	11:10	5
4 <sup>th</sup>	11:10	11:43	33
Lunch	11:43	12:18	35
Passing	12:18	12:23	5
5 <sup>th</sup>	12:23	12:56	33
Passing	12:56	1:01	5
6 <sup>th</sup>	1:01	1:34	33

### MONDAY ASSEMBLY SCHEDULE

6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup> GRADE SCHEDULE			
Period	Start	End	Minutes
Assembly	8:43	9:00	17
1 <sup>st</sup>	9:00	9:35	35
Passing	9:35	9:40	5
2 <sup>nd</sup>	9:40	10:30	50
Nutrition	10:30	10:45	15
Passing	10:45	10:50	5
3 <sup>rd</sup>	10:50	11:40	50
Passing	11:40	11:45	5
4 <sup>th</sup>	11:45	12:35	50
Lunch	12:35	1:10	35
Passing	1:10	1:15	5
5 <sup>th</sup>	1:15	2:05	50
Passing	2:05	2:10	5
6 <sup>th</sup>	2:10	3:00	50



### REGULAR DAY SCHEDULE

6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup> GRADE SCHEDULE			
Period	Start	End	Minutes
1 <sup>st</sup>	8:43	9:35	52
Passing	9:35	9:40	5
2 <sup>nd</sup>	9:40	10:30	50
Nutrition	10:30	10:45	15
Passing	10:45	10:50	5
3 <sup>rd</sup>	10:50	11:40	50
Passing	11:40	11:45	5
4 <sup>th</sup>	11:45	12:35	50
Lunch	12:35	1:10	35
Passing	1:10	1:15	5
5 <sup>th</sup>	1:15	2:05	50
Passing	2:05	2:10	5
6 <sup>th</sup>	2:10	3:00	50

MONTEBELLO UNIFIED SCHOOL DISTRICT  
INSTRUCTIONAL SERVICES DIVISION  
2014-15 INSTRUCTIONAL MINUTE CALCULATOR (SCHOOL SCHEDULE) 180 Instructional Days

SCHOOL: Montebello Intermediate

PRINCIPAL: L. Alvarez

Intermediate School

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

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	If the district had <u>NO</u> furlough days please use this calculation	Met Requirement
Regular Schedule	6	8:43 AM	3:00 PM	15:00	35:00	06:17	327	142	46,434					
Minimum Schedule	6	8:43 AM	1:34 PM	15:00	35:00	04:51	241	38	9,158					
Other Schedule	6					00:00	0		0					
Other Schedule	6					00:00	0		0					
Other Schedule	6					00:00	0		0					
TOTAL										55,592	54,000	54,075	Yes	
Regular Schedule	7	8:43 AM	3:00 PM	15	35	06:17	327	142	46,434					
Minimum Schedule	7	8:43 AM	1:34 PM	15	35	04:51	241	38	9,158					
Other Schedule	7					00:00	0		0					
Other Schedule	7					00:00	0		0					
Other Schedule	7					00:00	0		0					
TOTAL										55,592	54,000	54,075	Yes	
Regular Schedule	8	8:43 AM	3:00 PM	15	35	06:17	327	142	46,434					
Minimum Schedule	8	8:43 AM	1:34 PM	15	35	04:51	241	38	9,158					
Other Schedule	8					00:00	0		0					
Other Schedule	8					00:00	0		0					
Other Schedule	8					00:00	0		0					
TOTAL										55,592	54,000	54,075	Yes	

Preparer Signature: [Signature]

Date Prepared/Revised: 5/7/14

Reviewer Signature: [Signature]