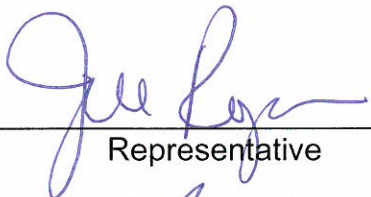


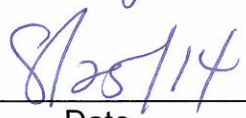
MEMORANDUM OF UNDERSTANDING
Between the
MONTEBELLO UNIFIED SCHOOL DISTRICT
And
MONTEBELLO TEACHERS ASSOCIATION

Montebello Park 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

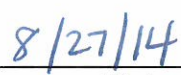


Date

Montebello Teachers Association



Representative



Date



Montebello Unified School District
and the
Montebello Teachers Association

mta

2014-15 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Montebello Park Elementary School met on
May 12, 2014 and with the concurrence of the principal, have
reached consensus on changing the average daily instructional minutes to allow time for the
following:

*Staff Meeting
ELA Data Team / Data Reflection
Math Data Team / Data Reflection
Curriculum Planning*

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

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

[Signature]
Principal's Signature

Date: 5/12/14

[Signature]
MTA Faculty Chair's Signature

Date: 5/12/14

Extension: 3071

Extension: 6439/6406

~~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 Unified School District
and the
Montebello Teachers Association

mta

2014-15 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Montebello Park Elementary School met on 4/30/14 5/5/14 and with the concurrence of the principal, have reached consensus on changing the average daily instructional minutes to allow time for the following:

*Staff Meetings
ELA Data Team / Data Reflection
Math Data Team / Data Reflection
Curriculum Planning*

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

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

[Signature]
Principal's Signature

Date: 5/5/14

Extension: 3071

[Signature]
MTA Faculty Chair's Signature

Date: 5/5/14

Extension: 6406 / 6439

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Copy to: MTA Executive Director, Kathy Schlotz MTA Office 323-722-5005 Fax 323-722-0543

Due Date: Friday, April 25, 2014

MOU-BankMin

Revised 5/8/14

Montebello Unified School District
MONTEBELLO PARK ELEMENTARY

Memorandum of Understanding
2014-2015

- I. The teachers and administrator have agreed to Bank Minutes for the 2014-2015 school year. The instructional day on Monday, Tuesday, Wednesday, and Friday for Kindergarten will be a staggered schedule from 8:10 a.m. to 2:00 p.m. and for First through Fifth Grades will be from 8:10 a.m. to 2:20 p.m. Thursday will be a minimum instructional day from 8:10 a.m. to 12:10 a.m. for Kindergarten and 8:10 a.m. to 1:25 p.m. for 1st through 5th Grade.
- II. Administration and Faculty may use up to 5 hours (2 hours within and 3 hours outside the board day) of monthly meetings for school/district business, staff development and/or instructional/curriculum planning, including committee meetings.
- III. Curriculum Planning will be designed and planned by individual teachers which may include planning and preparing the instructional program, keeping records, researching curriculum needs, conferring with staff and any other activity that would help in improving the instructional program.
- IV. All teachers will attend meetings beginning at 1:30 p.m. on Thursday. However, pending staff meeting scheduling conflicts, ELA or Math Data Team/Data Reflection Meetings may be altered with appropriate weeks notice.

**Montebello Unified School District
MONTEBELLO PARK ELEMENTARY
School Meeting Schedule
2014-2015**

Month 1:

August 25-29		Staff Meeting 8/28
September 2-5	T, W, Th, F	Curriculum Panning 9/4
September 8-12		Grade Level-ELA Data Team/Data Reflection 9/11
September 15-19		Grade Level-Math Data Team/Data Reflection 9/18

Month 2:

September 22-26		Staff Meeting 9/25
September 29-October 3		Grade Level-ELA Data Team/Data Reflection 10/2
October 6-10		Curriculum Planning 10/9
October 13-17		Grade Level-Math Data Team/Data Reflection 10/16

Month 3:

October 20-24		Staff Meeting 10/23
October 27-31		Grade Level-ELA Data Team/Data Reflection 10/30
November 3-7		Grade Level-Math Data Team/Data Reflection 11/6
November 12-14	W, Th, F	Curriculum Planning 11/13

Month 4:

November 17-21		Fall Parent Conferences
November 24-28		Thanksgiving week
December 1-5		Staff Meeting 12/4
December 8-12		Grade Level-ELA Data Team Planning 12/11
December 15-19		Grade Level-Math Data Team Planning 12/18

Month 5:

January 12-16		Grade Level-ELA Data Team/Data Reflection 1/15
January 20-23	T, W, Th, F	Staff Meeting 1/22
January 26-30		Grade Level-Math Data Team/Data Reflection 1/29

Month 6:

February 2-6		Curriculum Planning 2/5
February 10-13	T, W, Th, F	Staff Meeting 2/12
February 17-20	T, W, Th, F	Grade Level-ELA Data Team/Data Reflection 2/19
February 23-27		Grade Level-Math Data Team/Data Reflection 2/26

Month 7:

March 2-6		Staff Meeting 3/5
March 9-13		Curriculum Planning 3/12
March 16-20		Spring Parent Conferences

March 23-27

Grade Level-ELA/Math Data Team/Data Reflection 3/26

Month 8:

March 30-April 1 M, T, W No Meetings

~~April 6-10~~ ~~Spring Recess~~

April 13-17 Grade Level-ELA Data Team/Data Reflection 4/16

April 20-24 Staff Meeting 4/23

April 27-May 1 Grade Level-Math Data Team/Data Reflection 4/30

Month 9:

May 4-8 Curriculum Planning 5/7

May 11-15 Staff Meeting 5/14

May 18-22 Grade Level-ELA Data Team/Data Reflection 5/21

May 26-29 T, W, Th, F Grade Level-Math Data Team/Data Reflection 5/28

Month 10:

June 1-5 Staff Meeting 6/4

June 8-12 Grade Level-Data Team Planning 6/11

June 15-18 M, T, W, Th NO meeting on Thursday