



Montebello Unified School District  
and the  
Montebello Teachers Association



## 2021-2022 School Year

### BANKING MINUTES

#### REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Montebello Gardens Elementary School met on May 19, 2021 and with the concurrence of the principal have reached consensus on changing the average daily instructional minutes to allow time for the following:

- 1) Professional Learning Community (i.e. Data Team Meeting);
- 2) Curriculum Planning meetings (i.e. such as Intervention Planning, and/or Individual Research);
- 3) Grade Level Meeting or professional development based upon program needs, given a minimum of one week notice.

This schedule can be modified to meet curriculum, professional development needs, or school-based emergencies with staff agreement to change.

All teachers will attend Grade Level Team/PLC meetings beginning at 1:10PM and will conclude at 3:00PM on two Wednesdays per professional development month.  
Board Day for 2021-2022: 7:53AM – 3:08PM

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

Principal's Signature

May 26, 2021  
Date

\_\_\_\_\_  
Extension

MTA Faculty Club Chair's Signature

May 26, 2021  
Date

\_\_\_\_\_  
Extension

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

For more information contact the Director of Student Services (ext. 5826) or the MTA Executive Director (323-722-5005).

**Submit to MUSD and MTA:**

**Virginia Gutierrez**  
MTA

**gutierrez\_virginia@montebello.k12.ca.us**  
**mta@montbelloteachers.org or Fax: (323) 722-0543**

**Due Date: 4:00 p.m., MONDAY, MAY 24, 2021**

# Montebello Gardens Elementary



## **BELL SCHEDULE 2021/2022 Grades TK – 5**

7:55AM	First Bell – Students line up
8:00AM	Instruction Begins
9:40AM – 10:00AM	TK, K, 1 <sup>st</sup> & 2 <sup>nd</sup> Grades Recess
10:05AM – 10:25AM	3 <sup>rd</sup> , 4 <sup>th</sup> & 5 <sup>th</sup> Grades Recess
11:10AM – 11:50AM	Lunch – TK, K, 1 <sup>st</sup> & 2 <sup>nd</sup> Grades
12:00PM – 12:40PM	Lunch – 3 <sup>rd</sup> , 4 <sup>th</sup> & 5 <sup>th</sup> Grades
2:20PM	TK – 5th Dismissal = M, TU, TH & F
1:02PM	TK – 5th Dismissal Every Wednesday
MGE Board Day	7:53AM – 3:08PM