



Montebello Unified School District
and the
Montebello Teachers Association



2021-2022 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Wilcox Elementary School met on May 7, 2021 and with the concurrence of the principal have

reached consensus on changing the average daily instructional minutes to allow time for the following: One Wednesday of the month for staff meetings, One Wednesday for Grade Level (Student Articulation), One Wed. for Grade Level Collaboration, and One Wednesday for Curriculum Planning. It is also agreed that One Wednesday from each calendar month, regardless of the number of school days in attendance, will be for curricular planning without the interruption from administration. In any calendar month in which school is not in session for the entire month the five meeting hours can be completed on Mondays or Thursdays. Adjustment will be made as needed so long as one Wed. has been designated to curriculum planning and conformity to the contract.

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

Principal's Signature

5/17/2021
Date

323-596-1742
Extension

MTA Faculty Club Chair's Signature

5/17/2021
Date

Gphone:805-738-3469
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 gutierrez_virginia@montebello.k12.ca.us
MTA mta@montbelloteachers.org or Fax: (323) 722-0543

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



WILCOX ELEMENTARY SCHOOL

Bell Schedule

Daily Schedule

Monday, Tuesday, Thursday and Friday
All Grades (TK – 5)

2021–2022

8:00 – 8:25	Breakfast Program Available in the Cafeteria
8:30	School Begins
09:45 – 10:00	Recess – TK (K2) and Kinder (K1)
10:00 – 10:15	Recess – Kinder (K12, Rm 2) Recess – Grade 1 and 2, including Rm 25
10:20 – 10:35	Recess – Grade 3, 4, and 5, including Rms. 23 & 26

11:10	Lunch Program Begins
11:10 – 11:50	Grades TK & K in the Cafeteria
11:30 – 12:10	Grades 1 st and 2 nd Lunch
11:30 – 11:50	1 st Grade in the Cafeteria 2 nd Grade in the playground
11:50 – 12:10	2 nd Grade in the Cafeteria 1 st Grade in the playground
12:05 – 12:45	3 rd Grade in the Cafeteria
12:15 – 12:55	4 th Grade in the Cafeteria then Playground 5 th Grade Playground then in the Cafeteria
2:45	Dismissal and Bus Departures

Minimum Day Dismissal Schedule

Every WEDNESDAY and on scheduled Minimum Days

1:30PM Dismissal