



Montebello Unified School District
and the
Montebello Teachers Association



2018-19 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

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

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

MTA Faculty Chair's Signature

Date: _____

Date: _____

Extension: _____

Extension: _____

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

For more information contact the Asst. Superintendent - HR at Extension 7917 or the Executive Director of MTA at 323-722-5005

Email to Asst. Superintendent's Office: Virginia Gutierrez

(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 323-722-5043

Due Date: Friday, April 27, 2018