



Montebello Unified School District
and
Montebello Teachers Association



2019-2020 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Montebello Park Elementary School met on May 16, 2019 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
- Curriculum Planning
- Guided 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 5/16/19

Extension 3071

[Signature]
MTA Faculty Chair's Signature

Date 5/16/19

Extension 6406

Regular day and minimum day bell schedules MUST be attached

**Please send MOU to Virginia Gutierrez
Executive Assistant II, Human Resources**



181 INSTRUCTIONAL DAYS

MONTEBELLO UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES DIVISION
2019-2020 INSTRUCTIONAL MINUTES CALCULATOR (SCHOOL SCHEDULE)

SCHOOL: _____

PRINCIPAL: _____

Elementary 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	1987-87 State Required Amount	1982/83 Required	Met Requirement
										54,305	36,000	31,500	Yes
										54,305	36,000	31,500	Yes
										54,305	50,400	47,250	Yes

Prepared by: _____

Reviewed by: _____

Date Prepared: _____

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8/16/19

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**Montebello Unified School District
Montebello Park Elementary School
School Schedule (tentative)**

2019 – 2020 Calendar

Board Day 8:20-3:35 (please be on campus by 8:13)

Headstart Daily Schedule

Early Group	8:00 – 11:30	11:00 – 11:30	8:50 – 9:15 10:15 – 10:45	8:15
Late Group	11:45 – 3:15	12:00 – 12:30	12:50 – 1:15 2:00 – 2:30	3:00
Full Day Group	8:00-2:00			
AM M/S	9:30-12:30	N/A	Teacher Assigned (TA)	TA
PM M/M	12:30-3:30	TA	TA	N/A

Kindergarten through 5th Daily Schedule

	8:20 – 2:30	8:20 – 1:37
		Every Thursday

Recess Schedules: Grades K through 5th

TK/Kinder	9:30-9:45	9:30-9:45	1, 3	K/Cub Playground
Kinder	9:40 – 9:55	9:40 – 9:55	4, 5, 6	K/Cub Playground
1 st	10:00-10:15	10:00-10:15	18, 19, 20	K/Cub Playground
2 nd /SDC	10:00-10:15	10:00-10:15	8, 9, 10, 31, 17	Bear Playground
3 rd	10:00-10:15	10:00-10:15	21, 22, 23, 24	Bear Playground
4 th	10:20-10:35	10:20-10:35	27, 28, 29	Bear Playground
5 th	10:20-10:35	10:20-10:35	30, 33 34	Bear Playground

Lunch Schedules: Grades K through 5th

TK	11:15-11:55	11:15-11:45	1, 3	Cub Playground
K	11:20-12:00	11:20 – 11:50	4, 5, 6	Cub Playground
1 st	11:35-12:15	11:35 – 12:05	17, 18, 19, 20	Cub Playground
2 nd	11:50-12:30	11:50 – 12:20	8, 9, 10, 31, 17	Bear Playground
3 rd	12:00-12:40	12:00 – 12:30	21, 22, 23, 24	Bear Playground
4 th	12:10-12:50	12:10 – 12:40	27, 28, 29	Bear Playground
5 th	12:20-1:00	12:20 – 12:50	30, 33, 34	Bear Playground

Minimum Days Are As Follows:

Every Thursday, October 21-25, November 1, December 20, March 30-April 3, June 8-10.

Inclement Weather Signal: 4 bells

On inclement weather days after lunch, students will be escorted to classrooms by noon directors. Teachers please abide by schedule accordingly your cooperation helps us in providing smooth transitions for all. Teachers will be released by noon directors for restroom break (5 min) in the morning. Please remember that all teachers need to be released.

- All students need to eat inside the cafeteria.

Revised: 05 -16-19