



Montebello Unified School District
and
Montebello Teachers Association



2019–2020 School Year

BANKING MINUTES

REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Wilcox Elementary School met on 4/03/19 and with the concurrence of the Principal, have

reached consensus on changing the average daily instructional minutes to allow time for the following: First Wednesday of the month for Staff meetings, second Wed. for Grade Level (Student Articulation), third Wed. for Grade level Collaboration, and the fourth Wed 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 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. Adjustments will be made as needed so long as one Wed.

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

Check box if this is a change from previous school year. has been designated to Curriculum Planning and conformity to the contract is followed.

Principal's Signature [Signature]

MTA Faculty Chair's Signature [Signature]

Date 4/29/19

Date 4/29/19

Extension 3081

Extension 6698

~~Regular day and minimum day bell schedules MUST be attached~~

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

Due Date: Friday-May 17, 2019