



Montebello Unified School District  
and  
Montebello Teachers Association



2021–2022 School Year

**BANKING MINUTES**

**REQUEST FOR MEMORANDUM OF UNDERSTANDING**

The teachers at Macy Intermediate School met on May 4, 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.) The board day has been established as 8:15am to 3:30pm
- 2.) Reduced schedule on Mondays (1:33pm – 3:00pm) as follows

Day of Month	Meeting Type
2 Mondays per calendar month	Data Teams
Remaining Mondays	Staff meetings, Grade level meetings, Teacher Best Practices or Professional Learning

- 3.) Teachers have agreed to modify existing contract language to allow administration to use 5 (five) hours within our outside the Board Day per MTA calendar month with the agreement that administration will utilize banked time as much as possible for Data Team meetings, staff meetings, professional learning, teacher best practices and other topics related to effectively running our school.
- 4.) The Faculty Club and administration agreed to suspend block scheduling for the 2021-2022 school year if we return to school on a full-time schedule and include an additional shortened period to the schedule (Knight period). If a modified, hybrid or distance learning schedule is implemented, a block schedule will be utilized. Will revisit block schedule on a yearly basis.

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

Check box if this is a change from previous school year.

  
\_\_\_\_\_  
Principal's Signature

  
\_\_\_\_\_  
MTA Faculty Chair's Signature

Date 5/5/2021

Date 5-5-2021

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