

MEMORANDUM OF UNDERSTANDING

Between the

MONTEBELLO UNIFIED SCHOOL DISTRICT

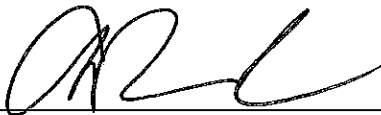
And

MONTEBELLO TEACHERS ASSOCIATION

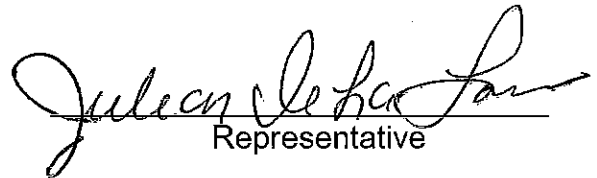
Bell Gardens Elementary School may modify and/or alter the instruction minutes required per day in the contract between the Montebello Teachers Association and the Montebello Unified School District for the 2011/2012 school year. The modification shall be within the total instructional minutes (Article IV, Section F) of the Montebello Teachers Association – Montebello Unified School District Agreement on a weekly basis according to the attached bell schedule.

Montebello Unified School District

Montebello Teachers Association



Representative



Representative

AUG 31 2011.

Date

AUG 31 2011

Date



Montebello Unified School District
and the
Montebello Teachers Association



2011-12 School Year

BANKING MINUTES

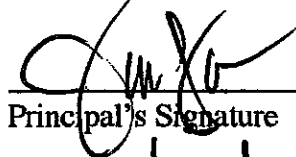
REQUEST FOR MEMORANDUM OF UNDERSTANDING

The teachers at Bell Gardens Elementary School met on 4/26/11 and with the concurrence of the principal, have reached consensus on changing the average daily instructional minutes to allow time for the following: The faculty and administrator have agreed to bank minutes for the 2011/2012 School Year.


- I. Two hours beyond the board day will be used within the board day. A total of (4) hours will be used within the board day and (1) hour will be used outside of the board day per month.
- II. Administration will not exceed (5) hours of monthly meetings for school/district business.
- III. All Teachers will attend grade level and/or faculty meetings beginning at 2:15 p.m. on Wednesdays and are required to sign in.

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).

- IV. Unassigned bank minutes will be decided and planned by teachers. Time will be used according to MUSD/MTA Contract (F3 - Pg5)



Principal's Signature



MTA Faculty Chair's Signature

Date: 4/27/11

Date: 4/28/11

Extension: #7811

Extension: #4269

~~Please attach proposed bell schedules including banked day bells schedule.~~

Original to: Arthur P. Revueltas, District Office, ET-1 (Extension 7922)
Copy to: MTA Executive Director, Kathy Schlotz at MTA Office (323-722-5005)

Due Date: Friday, April 29, 2011

* Pending signature of Laura Quintana, MTA Faculty Chair, who is currently on bereavement (4/25-4/29, 2011).

MOU BankingMinutes



MONTEBELLO UNIFIED
Instructional Serv
2011-12 Elementary

x305 minutes regular day
1,525
+52,725
54,250 Total Minutes 2011-12

EB
AR

School: Bell Gardens Elementary

Principal Signature: _____

[Handwritten Signature]

AUG - 1 2011

REGULAR DAILY SCHEDULE	# of Classes	Start Time	Dismissal Time	Recess Minutes (Exclude)	Lunch Minutes (Exclude)	Total Instructional Minutes
Head Start (a.m.)	2	7:55 a.m.	11:25 a.m.			210
Head Start (p.m.)	2	11:45 a.m.	3:15 p.m.			210
Kindergarten (a.m.)						
Kindergarten (p.m.)						
Kindergarten Single Session	7	7:55 a.m.	12:40 p.m.	20	20	245
Grades 1-5	34	7:55 a.m.	2:10 p.m.	15	40	320

The number of days (out of 175 students days) that this schedule will be in force: $\frac{128}{\text{Days}} \times \frac{320}{\text{Minutes}} = 40,960$ Total Regular Day Minutes

ALTERNATE SCHEDULE:

Every school day must be at least 240 minutes in length

Bank Minutes Weekly: NO YES Planning/Inservice Day: Wednesday

Indicate the number of shorter days you have scheduled for inservice/planning: 47

Is the schedule the same as on a Minimum Day? NO YES

If No, what are the minutes of instruction, excluding lunch and recess: _____

MINIMUM DAYS SCHEDULE	Start Time	Dismissal Time	Recess Minutes (Exclude)	Lunch Minutes (Exclude)	Total Instructional Minutes
Head Start (a.m.)	N/A				
Head Start (p.m.)	N/A				
Kindergarten (a.m.)					
Kindergarten (p.m.)					
Kindergarten Single Session	7:55 a.m.	12:40 p.m.	20	20	245
Grades 1-5	7:55 a.m.	1:10 p.m.	15	40	260

The number of days (out of 175 students days) that this schedule will be in force: $\frac{47}{\text{Days}} \times \frac{260}{\text{Minutes}} = 12,200$ Total Minimum Day Minutes

RECEIVED
APR 29 2011
MONTIEBELLO UNIFIED SCHOOL DISTRICT

Total Instructional Minutes
40,960 Total Minutes Regular Daily Schedule
+12,220 Total Minutes Minimum Days Schedule
53,180 Total Annual Instructional Minutes
+15,250 K minimum=35,000 1-5 minimum=52,725*
54,705



MONTEBELLO UNIFIED SCHOOL DISTRICT
Instructional Services Division

REGULAR & ALTERNATE BELL SCHEDULES 2011-12

SCHOOL BGE Principal Signature [Signature]

A. Staff Development Days (to be set after calendar is scheduled)

Day #1 Activity
Day #2 Activity
Day #3 Activity

B. Regular Schedule (Attach copy of Bell Schedule)

Start of 1st Period 7:55 a.m. Number of Minutes in Each Period Bell Schedule Attached
End of Last Period
Number of Minutes for Nutrition Number of minutes for Lunch

C. Minimum / Reduced time days (Attach copy of Bell Schedule)

Dates Nov. 14-18, 2011 Activity Fall Conferences
Dates Mar. 12-16, 2012 Activity Spring Conferences
Dates June 18, 2012 Activity Planning / Data Analysis
Dates June 19, 2012 Activity Planning / Data Analysis / Goal Setting
Dates Activity

D. BANKING MINUTES

No Yes (Attach Schedule - Indicate the Day of the Week)

ATTACH COPIES OF ALL BELL SCHEDULES PLANNED FOR USE IN 2011-12

APPROVED DATE APPROVED

Bell Gardens Elementary School

2011/2012 Daily Class Schedule

Monday, Tuesday, Thursday & Friday (Grades 1-5)

7:52		<i>Warning Bell</i>
7:55	- 10:00	125 minutes of instruction
9:55	- 10:10 (1 st)	15 minutes of recess
10:10	- 10:25 (2 nd / 3 rd)	15 minutes of recess
10:30	- 10:45 (4 th / 5 th)	15 minutes of recess
10:10	- 11:10	60 minutes of instruction
11:15	- 1:05	40 minutes of lunch (1 st - 5 th)
11:50	- 2:10	120 minutes of instruction
		(320 minutes of instruction)

Wednesday (Early Dismissal)

7:52		<i>Warning Bell</i>
7:55	- 10:00	125 minutes of instruction
9:55	- 10:10 (1 st)	15 minutes of recess
10:10	- 10:25 (2 nd / 3 rd)	15 minutes of recess
10:30	- 10:45 (4 th / 5 th)	15 minutes of recess
10:10	- 11:10	60 minutes of instruction
11:15	- 1:05	40 minutes of lunch (1 st - 5 th)
11:50	- 1:10	80 minutes of instruction
		(265 minutes of instruction)

Lunch

10:45	- 11:10	Kinder
11:10	- 11:50	Grade 1
11:30	- 12:10	Grade 2
11:50	- 12:30	Grade 3
12:10	- 12:50	Grade 4
12:25	- 1:05	Grade 5

Kindergarten

7:52		<i>Warning Bell</i>
7:55	- 10:45	170 minutes of instruction
10:45	- 11:25	40 minutes lunch / recess
11:25	- 12:40	75 minutes of instruction
12:40		Dismissal
		(245 minutes of instruction)



Headstart

Morning Class: 7:55 a.m. -- 11:25 a.m. / Afternoon Class: 11:45 a.m. - 3:15 p.m.

Parent/Child Ed.

Morning Class: 8:00 a.m. - 11:00 a.m. / Afternoon Class: 12:00 p.m. - 2:10 p.m.

Adult Ed.

Morning Class: 7:45 a.m. - 10:50 a.m. / Afternoon Class: 11:30 a.m. - 2:30 p.m.