



Montebello Unified School District  
and the  
Montebello Teachers Association



2013-14 School Year

**BANKING MINUTES**

**REQUEST FOR MEMORANDUM OF UNDERSTANDING**

The teachers at Montebello High School School met on March 11, 2013 and with the concurrence of the principal, have reached consensus on changing the average daily instructional minutes to allow time for the following:

- Meetings:
- PLC/Data Teams
- FOL
- Staff
- Department
- Individual Prep

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

Jeff A. Schwant  
Principal's Signature  
Date: 4-22-13

[Signature]  
MTA Faculty Chair's Signature  
Date: 4/22/13

Extension: 7841

Extension: 4569

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

For more information contact the Deputy Superintendent at Extension 7922  
or the Executive Director of MTA at 323-722-5005

**Email to Deputy Superintendent's Office: Eileen Barton**

(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**

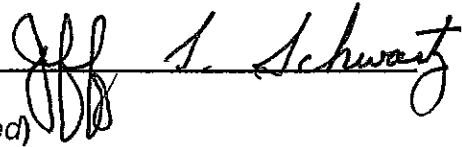
**Due Date: Friday, April 26, 2013**

MOU-BankMin



MONTEBELLO UNIFIED SCHOOL DISTRICT  
Instructional Services Division

REGULAR & ALTERNATE BELL SCHEDULES 2013-14

SCHOOL Montebello High School Principal Signature 

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

- Day #1 August 26, 2013 Activity PLC/DATA/Leadership & Learning
- Day #2 August 27, 2013 Activity PLC/DATA/Leadership & Learning
- Day #3 August 28, 2013 Activity Common Core/PLC

B. Regular Schedule (Attach copy of Bell Schedule)

Mon. Per. 1, 3, 4, 5, 6 = 47 min.  
 Per. 2 = 49 min.  
 T-F Per. 1, 3, 4, 5, 6 = 54 min.  
 Per. 2 = 64 min

Start of 1<sup>st</sup> Period 8:00 a.m. Number of Minutes in Each Period \_\_\_\_\_  
 Monday 2:06 p.m.  
 End of Last Period Tues.-Fri. 2:56 p.m. Number of minutes in Passing Periods 7  
 Number of Minutes for Nutrition 12 Number of minutes for Lunch 28

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

- Dates Jan. 28-30, 2014; June 16-18, 2014 Activity Finals
- Dates 3 days Activity CST
- Dates October 11, 2013 Activity Homecoming
- Dates June 19, 2014 Activity Make-Up Finals
- Dates \_\_\_\_\_ Activity \_\_\_\_\_

D. BANKING MINUTES

     No   X   Yes   Mondays   (Indicate the Day of the Week and attach Schedule)

ATTACH COPIES OF ALL BELL SCHEDULES PLANNED FOR USE IN 2013-14

APPROVED \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

**MONTEBELLO UNITED SCHOOL DISTRICT  
INSTRUCTIONAL SERVICES DIVISION  
2013-14 INSTRUCTIONAL MINUTE CALCULATOR (SCHOOL SCHEDULE)**

SCHOOL: Montebello High School

PRINCIPAL: Jeffrey S. Schwartz

High School (\*Military Style Time 8:00am enter as 8:00, 1:00PM enter as 1:30:00)

If the district had NO furrough days please use this calculation.

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 & State Required Amount	82/83 Required	Met Requirement
Regular Schedule	9	8:00 AM	2:56 PM	12:00	28:00	06:56:00	3:76	139	52,264	64,800	63,000	Yes
Minimum Schedule	9	8:00 AM	2:06 PM	12:00	28:00	06:06:00	3:26	30	9,780			
Other Schedule	9	8:00 AM	12:23 PM	12:00	-	04:23:00	2:51	6	1,506			
Other Schedule	9	8:00 AM	12:44 PM	14:00	-	04:44:00	2:84	1	284			
Other Schedule	9	8:00 AM	12:39 PM	14:00	-	04:39:00	2:65	3	7,951			
Other Schedule	9	8:00 AM	12:30 PM	13:00	-	04:30:00	2:57	1	257			
<b>TOTAL</b>										64,800	63,000	Yes
Regular Schedule	10	8:00 AM	2:56 PM	12:00	28:00	06:56:00	3:76	139	52,264			
Minimum Schedule	10	8:00 AM	2:06 PM	12:00	28:00	06:06:00	3:26	30	9,780			
Other Schedule	10	8:00 AM	12:23 PM	12:00	-	04:23:00	2:51	6	1,506			
Other Schedule	10	8:00 AM	12:44 PM	14:00	-	04:44:00	2:84	1	284			
Other Schedule	10	8:00 AM	12:39 PM	14:00	-	04:39:00	2:65	3	7,951			
Other Schedule	10	8:00 AM	12:30 PM	13:00	-	04:30:00	2:57	1	257	64,800	63,000	Yes
<b>TOTAL</b>										64,800	63,000	Yes
Regular Schedule	11	8:00 AM	2:56 PM	12:00	28:00	06:56:00	3:76	139	52,264			
Minimum Schedule	11	8:00 AM	2:06 PM	12:00	28:00	06:06:00	3:26	30	9,780			
Other Schedule	11	8:00 AM	12:23 PM	12:00	-	04:23:00	2:51	6	1,506			
Other Schedule	11	8:00 AM	12:44 PM	14:00	-	04:44:00	2:84	1	284			
Other Schedule	11	8:00 AM	12:39 PM	14:00	-	04:39:00	2:65	3	7,951			
Other Schedule	11	8:00 AM	12:30 PM	13:00	-	04:30:00	2:57	1	257	64,800	63,000	Yes
<b>TOTAL</b>										64,800	63,000	Yes
Regular Schedule	12	8:00 AM	2:56 PM	12:00	28:00	06:56:00	3:76	139	52,264			
Minimum Schedule	12	8:00 AM	2:06 PM	12:00	28:00	06:06:00	3:26	30	9,780			
Other Schedule	12	8:00 AM	12:23 PM	12:00	-	04:23:00	2:51	6	1,506			
Other Schedule	12	8:00 AM	12:44 PM	14:00	-	04:44:00	2:84	1	284			
Other Schedule	12	8:00 AM	12:39 PM	14:00	-	04:39:00	2:65	3	7,951			
Other Schedule	12	8:00 AM	12:30 PM	13:00	-	04:30:00	2:57	1	257	64,800	63,000	Yes
<b>TOTAL</b>										64,800	63,000	Yes

Preparer Signature: [Signature]

Reviewer Signature

**MONTBELLO HIGH SCHOOL**  
**2013-2014**  
**CURRENT SCHEDULE**

	REGULAR SCHEDULE	TUES-FRI	FINAL EXAM SCHEDULE	DAY #1	DAY #2	DAY #3	DAY #4	CST	HOMECOMING
PLANNING	MONDAY 43	0							
PERIOD 1	47	54	120				41		25
PERIOD 2	49	64	120				44	255	25
PERIOD 3	47	54		120			41		25
PERIOD 4	47	54		120			41		25
PERIOD 5	47	54		120			41		25
PERIOD 6	47	54		120			41		25
ASSEMBLY	0	0							70
PASSING	42	42	11	11	11	11	35	10	37
TOTAL MIN	326	376	251	251	251	251	284	265	257
NUTRITION	12	12	12	12	12	12	0	14	13
LUNCH	28	28							
# OF DAYS	30	139	2	2	2	2	1	3	1
TOTAL MINUTES	9,780	52,264	502	502	502	502	284	795	257
		ANNUAL MINUTES:		64,886					

**MONDAY SCHEDULE**

- Period 0 6:59 - 7:53
- Period 1 8:00 - 8:47
- Period 2 8:54 - 9:43
- Nutrition 9:43 - 9:55
- Period 3 10:05 - 10:53
- Period 4 11:00 - 11:47
- Lunch 11:47 - 12:15
- Period 5 12:25 - 1:12
- Period 6 1:19 - 2:06
- Planning 2:06 - 2:56

# **MONTEBELLO HIGH SCHOOL**

## **2013 – 2014 Bell Schedule**

### **Monday Schedule**

Period 0	6:59 - 7:53
Period 1	8:00 - 8:47
Period 2	8:54 - 9:43
Nutrition	9:43 - 9:55
Period 3	10:06 - 10:53
Period 4	11:00 - 11:47
Lunch	11:47 – 12:15
Period 5	12:25 - 1:12
Period 6	1:19 - 2:06
Planning	2:06 - 2:56

### **Tuesday through Friday Schedule**

Period 0	6:59 - 7:53
Period 1	8:00 - 8:54
Period 2	9:01 - 10:05
Nutrition	10:05 - 10:17
Period 3	10:28 - 11:22
Period 4	11:29 - 12:23
Lunch	12:23 - 12:51
Period 5	1:01 - 1:55
Period 6	2:02 - 2:56

**MONTEBELLO HIGH SCHOOL**  
**Finals Bell Schedule**  
**2013 – 2014**

**SEMESTER 1**

January 27 – 31, 2014

Monday	Regular Schedule
Tuesday	Finals for Periods 1 & 2
Wednesday	Finals for Periods 3 & 4
Thursday	Finals for Periods 5 & 6
Friday	Regular Schedule

**SEMESTER 2**

June 16--20, 2014

Monday	Finals for Periods 1 & 2
Tuesday	Finals for Periods 3 & 4
Wednesday	Finals for Periods 5 & 6
Thursday	Minimum Day
Friday	NO SCHOOL

	8:00-10:00 a.m.	
Nutrition	10:00-10:12 a.m.	
	10:23-12:23 p.m.	

**MONTEBELLO HIGH SCHOOL  
2013-2014**

**Alternate Schedules**

**Finals/Last Day Schedule**

Period 1	8:00-8:41
Period 2	8:48-9:32
Period 3	9:39-10:20
Period 4	10:27-11:08
Period 5	11:15-11:56
Period 6	12:03-12:44
Lunch	12:44-1:14
Make-Up Exams	1:21-2:53

**CST Schedule**

Session I	8:00-9:30
Nutrition	9:30-9:44
Passing	9:44-9:54
Session	9:54-12:39

**Homecoming**

Period 1	8:00-8:25
Period 2	8:32-8:57
Period 3	9:04-9:29
Nutrition	9:29-9:42
Period 4	9:51-10:16
Period 5	10:23-10:48
Period 6	10:55-11:20
Pep Rally	11:20-12:30