

MEMORANDUM OF UNDERSTANDING
between
MODESTO CITY SCHOOLS
and
MODESTO TEACHERS ASSOCIATION

RE: Pilot Program - Elementary Instructional Day Alternative Schedule

- A. Modesto City Schools (“District”) and Modesto Teachers Association (“Association”) and referred to jointly as the “Parties” enter into this Memorandum of Understanding regarding a pilot program for the select elementary instructional day.
- B. During the 2024-2025 school year, the Parties established an Elementary Instructional Day (“EID”) Committee. The EID Committee was formed to conduct research to improve continuity of instructional time at the elementary level to create the conditions for improved instructional effectiveness. The parties also collaborated with an outside consultant during the 2025-2026 school year, and engaged in extensive discussions.

Notwithstanding Article IV Hours of Employment, the Parties agree as follows:

1. For the 2026-2027 school year, the Parties shall pilot the alternate Elementary Instructional Day schedule(s) at ~~the following~~ up to two (2) school sites as agreed upon by the parties. Once sites are identified, the sites will identify a planning team or use Site Leadership.
 - ~~a. Fairview Elementary School~~
 - ~~b. Franklin Elementary School~~
 - ~~c. El Vista Elementary School~~
 - Planning for the pilot will occur in fall 2026
 - Pilot will be implemented in spring 2027
2. The pilot alternate Elementary Instructional Day schedule at each site shall include the following elements:
 - a. Collaborative Scheduling Features/Parameters
 - i. Students will have lunch no less than 35 minutes and no more than 45 minutes. As proposed, lunch is 44 minutes (TK-3) and 37 minutes (grades 4-6)
 - ii. Each grade level will have an identified lunch time.

- iii. Students in TK-3 will have two 15-minute recesses at minimum. Any exceptions will be due to unique scheduling needs and agreed upon in advance.
- iv. Students in grades 4-6 will have one 15-minute morning recess at minimum. Any exceptions will be due to unique scheduling needs and agreed upon in advance.
- v. The schedule reflects distinct Instructional Blocks throughout the day for Tier I core ELA and Math instruction.
- vi. English Language Arts (ELA) instruction shall be a minimum of 120 minutes daily.
- vii. Mathematics instruction shall be a minimum of 75 minutes daily (grades K-2) and 90 minutes daily (grades 3-6)
- viii. The MTSS block shall be a minimum of 30 minutes daily.
- ix. Designated English Language Development (ELD) instruction shall be a minimum of 25 minutes daily.
- x. Sites must meet PE required minutes (200 minutes every ten days).
- xi. Teachers have the discretion to determine the arrangement of content within the Instructional Blocks, consistent with the parameters, including where ELD is placed. As is the current practice, teachers will submit their instructional schedules to their site administrators.
- xii. Itinerant teachers (VAPA/PE) teach electives or “Specials” during 40-minute blocks. Each class gets a 40-minute prep, three times per week, provided by a VAPA or PE teacher.
- xiii. The same Itinerant teachers (VAPA and PE) are used for grades TK-6.
- xiv. Grade level class size maximums shall apply to VAPA teachers/classes. Overages shall be provided to VAPA teachers in accordance with current contract language.

b. Scheduling Expectations for Principals

- i. Lunch periods will be organized around cafeteria maximum enrollments and not during recess. Lunch times overlap in a manner that can be accommodated by Nutrition Services for lunch service.

- ii. Students in grades TK-3 will have two staggered recess periods (morning and afternoon) not to exceed 20 minutes each. Recess will not be scheduled during lunch periods.
- iii. Students in grades 4-6 will have one staggered morning recess not to exceed 20 minutes each. Recess will not be scheduled during lunch periods.
- iv. The ELA block will be a minimum of 120 minutes daily and only interrupted by recess, lunch, ELD and/or MTSS.
- v. The Math block will be a minimum of 75 minutes daily and only interrupted by recess, lunch, ELD and/or MTSS.
- vi. Grade level aligned MTSS and ELD blocks will be a minimum of 30 minutes (MTSS) and 25 minutes (ELD) daily and staggered between grade levels to allow support staff alignment.
- vii. Itinerant teachers (VAPA and PE teachers) will be allocated to sites based on enrollment and must be organized to provide teachers three 40-minute preparation periods per week.
- viii. Teachers work with site administrators – or site scheduling team – to schedule library time, consistent with the parameters, and focusing on using the time blocks for Specials but on the off days when Specials do not occur for that class or grade level (i.e., non-prep days).
- ix. MTSS teachers provide instructional support at the end of the day following designated MTSS times (i.e., unscheduled time). Instructional support may include push-in support, working with special groups for additional support, and weekly prep.
- x. Early Release Collaboration will continue as is currently the case.
- xi. PE minutes (200 minutes every ten days) will be met primarily via the Specials block. Remaining minutes per week must be supplemented by the classroom teacher (apx. 40 minutes per week)
- xii. The Specials schedule will include 40 minute time blocks, plus 5 minute transition time between blocks.
- xiii. 4th-6th Music – students in grades 4-6 who elect to participate in string orchestra and band instruction may be pulled out during the VAPA Special, as well as one day during the same time block as their grade level VAPA Special on a non-prep day. Teachers, working collaboratively with site administrators – or site scheduling team – will coordinate with classroom teachers to ensure the instruction occurring during this non-prep day Specials time block is not Tier I core instruction content. The intent is to

allow for music student pull out to occur **if needed**, but not interrupt Tier I core instruction.

- xiv. Itinerant (VAPA/PE) teachers will have a minimum of 40 minutes of prep time per week.
- xv. Combined classes – sites with Highly Structured classes may consider combining the HS II and HS III classes with their grade 3 (or other grade) peers for Specials (VAPA or PE) periods.
- xvi. Configuration of Specials – based on the unique differences between pilot sites and the number of classes per grade level, administration and the site scheduling team may consider a configuration of one type of special per week for teachers within a grade level on an even/odd week basis (e.g., VAPA three times per week in odd weeks; PE three times per week in even weeks). See sample schedules for further explanation.
- xvii. Itinerant Teacher Qualifications and Process –
 - 1. Upon agreement of the MOU, Itinerant Teachers at the pilot sites (i.e., Prep Providers and CLT) will be given the option to participate in the pilot and provide VAPA or PE instruction as described herein.
 - 2. Participating teachers must agree to one of the identified ~~credentialing~~ pathways provided in order to have the credentialing qualifications required to teach either VAPA or PE content in the pilot structure. As there are multiple pathways available, current teachers may become qualified without obtaining a new credential through the traditional process as noted below.
 - 3. The District shall create a training program designed to qualify teachers under the Committee on Assignments process for those who are deemed to not already be qualified or who choose this pathway. Obtaining qualification under Committee on Assignments will be at no cost to the teacher.
 - 4. Should an Itinerant teacher currently at one of the pilot sites opt to not participate, the District will solicit interest via a posting on Edjoin (internal only) or other communication mutually agreed upon to determine if Itinerant teachers currently at other sites are interested in participating in the pilot.
 - 5. Should multiple qualified teachers express interest, the selection shall be made through an interview and selection process.
 - 6. Teachers who are interested and selected will be required to agree to the ~~credentialing~~ qualification requirements as described above.

7. The District and Association shall agree on the transfer of employees from and to the pilot sites.
 8. The transfer is effective on a date agreed upon by the parties and for the pilot year only. Should the pilot not be extended following the pilot year, the displaced teachers shall be returned to their previous sites for the subsequent school year.
- xviii. VAPA – The identification of VAPA for the Specials period and associated teacher is intended to capture more broadly the content that can be taught rather than more narrow limitations on one specific strand of VAPA (e.g., only art). It is recognized by the parties that multimedia is included within the definition of VAPA. It is the intent of the proposal to allow the pilot site administration and scheduling teams to have flexibility in determining the content focus for their Specials based on what the team determines to be the preferred specialty or focus area for their site. PE, however, is a requirement and cannot be changed.
- xix. Common Prep – The proposed schedule is structured for common prep periods by grade level. The parties recognize that the decision for individual teachers to use their prep time to collaborate with their grade-level peers is voluntary.
3. Within one month after ratification, site administration shall meet with the site and provide any necessary training and curriculum to effectuate the pilot.
 4. Prior to ~~June 30, 2026~~ December 1, 2026, site administration and the certificated site leadership team shall develop an instructional schedule based on the above-referenced parameters.
 5. Preparation time not received due to holiday, full-day professional development, field trips, or minimum day will not be made up.
- The parties shall agree on the means and frequency with which to survey and get feedback from staff about the pilot.
6. Recognizing this is a pilot program, the site administration, in consultation with certificated site leadership team, is authorized to modify the alternate Elementary Instructional Day schedule with five (5) work day notice. The site administration is not authorized to extend the work hours/instructional day.
 7. Evaluations of bargaining unit members participating in the pilot shall be conducted in accordance with Education Code. In addition:

- a. The evaluator shall expressly identify the teacher's participation in the pilot and the pilot's modified instructional schedule, daily minutes and prep configuration on the face of the evaluation;
 - b. Participation in the pilot, adherence to the pilot's modified schedule, and outcomes reasonably attributable to the pilot's structure shall not be cited as evidence supporting an unsatisfactory rating, a recommended non-reelection, the issuance of a notice of unprofessional conduct or unsatisfactory performance, or placement on a Peer Assistance Review program; and
 - c. The parties acknowledge that this section supplements, and does not supplant, the District's evaluation obligations under Education Code.
8. Between April 1 and April 30, 2027, the site administration and certificated site leadership team shall provide the Parties with a written summary analyzing how the alternate Elementary Instructional Day schedule has impacted continuity of instructional time and the conditions for instructional effectiveness.

The parties shall jointly meet no later than the last week of April 2027 to discuss successes and opportunities for growth and/or improvement for the pilot.
9. This Memorandum of Understanding shall end on May 30, 2027, unless the Parties enter into a written agreement to extend the term.
10. The undersigned represent that they are authorized to execute this Memorandum of Understanding.

Sample Schedule for Franklin Pilot

This sample schedule is provided as an example, and is not meant to be the exact model with all the details already configured. This sample would provide the Franklin pilot team with a place to consider implementing a schedule that meets the desired requirements.

Grade Span Schedules

TK Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	10:05 AM	Instructional Block	90 mins
10:05 AM	10:20 AM	Recess	15 mins
10:20 AM	11:00 AM	VAPA or PE Slot	40 mins
11:00 AM	11:44 AM	Lunch (TK-3)	44 mins
11:44 AM	1:15 PM	Instructional Block	91 mins
1:15 PM	1:30 PM	Recess	15 mins
1:30 PM	2:45 PM	Instructional Block	75 mins

* Current practice at Franklin

Kindergarten Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	10:00 AM	Instructional Block	85 mins
10:00 AM	10:15 AM	Recess	15 mins
10:15 AM	11:25 AM	Instructional Block	70 mins
11:25 AM	12:09 PM	Lunch (TK-3)	44 mins
12:09 PM	12:49 PM	VAPA or PE Slot	40 mins
12:49 PM	1:24 PM	MTSS	35 mins
1:24 PM	1:39 PM	Recess	15 mins
1:39 PM	2:45 PM	Instructional Block	66 mins

* Current practice at Franklin

First Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	10:35 AM	Instructional Block	120 mins
10:35 AM	10:50 AM	Recess	15 mins
10:50 AM	11:30 AM	VAPA or PE Slot	40 mins
11:30 AM	12:14 PM	Lunch (TK-3)	44 mins
12:14 PM	12:49 PM	MTSS	35 mins
12:49 PM	1:30 PM	Instructional Block	41 mins
1:30 PM	1:45 PM	Recess	15 mins
1:45 PM	2:45 PM	Instructional Block	60 mins

* Current practice at Franklin

Second Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	9:35 AM	Instructional Block	60 mins
9:35 AM	9:50 AM	Recess	15 mins
9:50 AM	10:40 AM	Instructional Block	50 mins
10:40 AM	11:15 AM	MTSS	35 mins
11:15 AM	11:59 AM	Lunch (TK-3)	44 mins
11:59 AM	1:14 PM	Instructional Block	75 mins
1:14 PM	1:54 PM	VAPA or PE Slot	40 mins
1:54 PM	2:09 PM	Recess	15 mins
2:09 PM	2:45 PM	Instructional Block	36 mins

* Current practice at Franklin

Third Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	9:10 AM	MTSS	35 mins
9:10 AM	10:10 AM	Instructional Block	60 mins
10:10 AM	10:25 AM	Recess	15 mins
10:25 AM	11:55 AM	Instructional Block	90 mins
11:55 AM	12:39 PM	Lunch (TK-3)	44 mins
12:39 PM	1:45 PM	Instructional Block	66 mins
1:45 PM	2:00 PM	Recess	15 mins
2:00 PM	2:40 PM	VAPA or PE Slot	40 mins
2:40 PM	2:45 PM	End Of Day	5 mins

* Current practice at Franklin

Fourth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	9:15 AM	VAPA or PE Slot	40 mins
9:15 AM	9:50 AM	MTSS	35 mins
9:50 AM	10:05 AM	Recess	15 mins
10:05 AM	12:15 PM	Instructional Block	130 mins
12:15 PM	12:52 PM	Lunch (4-6)	37 mins
12:52 PM	2:45 PM	Instructional Block	113 mins

* Current practice at Franklin

Fifth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	9:20 AM	Instructional Block	45 mins
9:20 AM	10:00 AM	VAPA or PE Slot	40 mins
10:00 AM	10:35 AM	MTSS	35 mins
10:35 AM	10:50 AM	Recess	15 mins
10:50 AM	12:15 PM	Instructional Block	85 mins
12:15 PM	12:52 PM	Lunch (4-6)	37 mins
12:52 PM	2:45 PM	Instructional Block	113 mins

* Current practice at Franklin

Sixth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:30 AM	8:35 AM	Start Day	5 mins*
8:35 AM	10:05 AM	Instructional Block	90 mins
10:05 AM	10:45 AM	VAPA or PE Slot	40 mins
10:45 AM	11:00 AM	Recess	15 mins
11:00 AM	12:12 PM	Instructional Block	72 mins
12:12 PM	12:49 PM	Lunch (4-6)	37 mins
12:49 PM	1:24 PM	MTSS	35 mins
1:24 PM	2:45 PM	Instructional Block	81 mins

* Current practice at Franklin

MTSS Schedule (Chronological)

Start Time	End Time	Grade Level	Duration
8:35 AM	9:10 AM	3rd Grade	35 mins
9:15 AM	9:50 AM	4th Grade	35 mins
10:00 AM	10:35 AM	5th Grade	35 mins
10:40 AM	11:15 AM	2nd Grade	35 mins
12:14 PM	12:49 PM	1st Grade	35 mins
12:49 PM	1:24 PM	Kindergarten	35 mins
12:49 PM	1:24 PM	6th Grade	35 mins

Master Lunch Schedule

Grade Level	Start Time	End Time	Duration
TK	11:00 AM	11:44 AM	44 mins
2nd Grade	11:15 AM	11:59 AM	44 mins
Kindergarten	11:25 AM	12:09 PM	44 mins
1st Grade	11:30 AM	12:14 PM	44 mins
3rd Grade	11:55 AM	12:39 PM	44 mins
6th Grade	12:12 PM	12:49 PM	37 mins
4th Grade	12:15 PM	12:52 PM	37 mins
5th Grade	12:15 PM	12:52 PM	37 mins

Recess Schedule

Grade Level	Start Time	End Time	Duration
2nd Grade	9:35 AM	9:50 AM	15 mins
4th Grade	9:50 AM	10:05 AM	15 mins
Kindergarten	10:00 AM	10:15 AM	15 mins
TK	10:05 AM	10:20 AM	15 mins
3rd Grade	10:10 AM	10:25 AM	15 mins
1st Grade	10:35 AM	10:50 AM	15 mins
5th Grade	10:35 AM	10:50 AM	15 mins
6th Grade	10:45 AM	11:00 AM	15 mins
TK	1:15 PM	1:30 PM	15 mins
Kindergarten	1:24 PM	1:39 PM	15 mins
1st Grade	1:30 PM	1:45 PM	15 mins
3rd Grade	1:45 PM	2:00 PM	15 mins
2nd Grade	1:54 PM	2:09 PM	15 mins

VAPA or PE Master Schedule (3 days a week)

Start Time	End Time	Grade Level	Duration
8:35 AM	9:15 AM	4th Grade	40 mins
9:20 AM	10:00 AM	5th Grade	40 mins
10:05 AM	10:45 AM	6th Grade	40 mins
10:20 AM	11:00 AM	TK	40 mins
10:50 AM	11:30 AM	1st Grade	40 mins
12:09 PM	12:49 PM	Kindergarten	40 mins
1:14 PM	1:54 PM	2nd Grade	40 mins
2:00 PM	2:40 PM	3rd Grade	40 mins

Pilot Team Considerations

- **Does TK Look Different?** TK does not have any legal requirement for PE. It is also structured differently from other grade spans. The prep periods may need a deeper conversation on what best suits the teachers as well as the students. It is highlighted in green on the schedule above to denote that it will need to happen on days when the 1st and 6th grades are not happening.
- **Special Day 4th-6th:** In consultation with the administration, this class would be included as the fourth 6th-grade class when considering Special rotations.
- **How are “Specials” configured?** There are 4 teachers at each grade span (except three at TK). For example, there are four 3rd-grade teachers, four 5th-grade teachers, etc. Because there are only three 40-minute preps a week, the best way to provide the VAPA or PE sessions might be to group them so that classes are doing only one type of “special” a week. This would also address the concerns raised that more consecutive time for VAPA would be appreciated, as well as making the routine of where to go easier for the students to remember. In this model, a teacher would be either a VAPA teacher or a PE teacher, not both.

- For example:

Teacher Name	Odd weeks	Even Weeks
Classroom Teacher 1	VAPA, VAPA, VAPA	PE, PE, PE
Classroom Teacher 2	VAPA, VAPA, VAPA	PE, PE, PE
Classroom Teacher 3	PE, PE, PE	VAPA, VAPA, VAPA
Classroom Teacher 4	PE, PE, PE	VAPA, VAPA, VAPA

- **Library Schedule:** The pilot committee can use the same schedule slots used for the Specials, but on the off days, to build out the library schedule. For example, if the Specials happen on Monday, Thursday, and Friday, the library times can be scheduled on Tuesday and Wednesday. This will take coordination with the itinerant staff who are shared between school sites.
- **Music Pull Out:** Students in grades 4-6, who elect to participate in strings and band instruction, can be pulled out during the VAPA special, as well as on one of the off days. This will take coordination with the itinerant staff who are shared between school sites.

FTE Considerations

- Current FTE at Franklin includes 1.2 FTE in Prep Provider and 1.6 FTE CLT, for a total of 2.8
- With 4 simultaneous preps for most grades, for 3 times a week, that is .20 FTE per person per day. So $.20 \times 4 \times 3 = 2.4$ FTE.
- With 7 sessions offered in a day, each session is $.20 / 7 = 0.029$.
- The TK FTE would be $.029 \times 3 \text{ teachers} \times 3 \text{ days a week} = .029 \times 3 \times 3 = .261$ FTE.
- Adding that to the 2.4 we get $2.4 + .261 = 2.661$ FTE.
- The VAPA/PE teachers would each need a prep a week, at $.029 \times 4 = .116$ FTE
- Adding the prep to the 2.661 gives $2.661 + .116 = 2.777$, rounded to 2.8 FTE to support Franklin.
- This staff would need to be itinerant and support other sites on the off days/times. There would be additional FTE that might be needed if this model were to be used for travel.
- Total FTE would be close enough to current staffing, with the ability to use Prop 28 funding for coverage, based on actual implementation of preps and travel for itinerant staff.

Sample Schedule for Fairview Pilot

This sample schedule is provided as an example, and is not meant to be the exact model with all the details already configured. This sample would provide the Franklin pilot team with a place to consider implementing a schedule that meets the desired requirements.

Grade Span Schedules

TK Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:55 AM	Instructional Block	90 mins
9:55 AM	10:10 AM	Recess	15 mins
10:10 AM	10:50 AM	VAPA or PE Slot	40 mins
10:50 AM	11:34 AM	Lunch (TK-3)	44 mins
11:34 AM	1:05 PM	Instructional Block	91 mins
1:05 PM	1:24 PM	Recess	19 mins
1:24 PM	2:34 PM	Instructional Block	70 mins

* Current practice at Fairview

Kindergarten Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:50 AM	Instructional Block	85 mins
9:50 AM	10:05 AM	Recess	15 mins
10:05 AM	11:15 AM	Instructional Block	70 mins
11:15 AM	11:59 AM	Lunch (TK-3)	44 mins
11:59 AM	12:39 PM	VAPA or PE Slot	40 mins
12:39 PM	1:14 PM	MTSS	35 mins
1:14 PM	1:29 PM	Recess	15 mins
1:29 PM	2:34 PM	Instructional Block	65 mins

* Current practice at Fairview

First Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	10:25 AM	Instructional Block	120 mins
10:25 AM	10:40 AM	Recess	15 mins
10:40 AM	11:20 AM	VAPA or PE Slot	40 mins
11:20 AM	12:04 PM	Lunch (TK-3)	44 mins
12:04 PM	12:39 PM	MTSS	35 mins
12:39 PM	1:20 PM	Instructional Block	41 mins
1:20 PM	1:35 PM	Recess	15 mins
1:35 PM	2:34 PM	Instructional Block	59 mins

** Current practice at Fairview*

Second Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:25 AM	Instructional Block	60 mins
9:25 AM	9:40 AM	Recess	15 mins
9:40 AM	10:30 AM	Instructional Block	50 mins
10:30 AM	11:05 AM	MTSS	35 mins
11:05 AM	11:49 AM	Lunch (TK-3)	44 mins
11:49 AM	1:04 PM	Instructional Block	75 mins
1:04 PM	1:44 PM	VAPA or PE Slot	40 mins
1:44 PM	1:59 PM	Recess	15 mins
1:59 PM	2:34 PM	Instructional Block	35 mins

** Current practice at Fairview*

Third Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:00 AM	MTSS	35 mins
9:00 AM	10:00 AM	Instructional Block	60 mins
10:00 AM	10:15 AM	Recess	15 mins
10:15 AM	11:45 AM	Instructional Block	90 mins
11:45 AM	12:29 PM	Lunch (TK-3)	44 mins
12:29 PM	1:35 PM	Instructional Block	66 mins
1:35 PM	1:50 PM	Recess	15 mins
1:50 PM	2:30 PM	VAPA or PE Slot	40 mins
2:30 PM	2:34 PM	End Of Day	4 mins

* Current practice at Fairview

Fourth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:05 AM	VAPA or PE Slot	40 mins
9:05 AM	9:40 AM	MTSS	35 mins
9:40 AM	9:59 AM	Recess	19 mins
9:59 AM	12:05 PM	Instructional Block	126 mins
12:05 PM	12:42 PM	Lunch (4-6)	37 mins
12:42 PM	2:34 PM	Instructional Block	112 mins

* Current practice at Fairview

Fifth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:10 AM	Instructional Block	45 mins
9:10 AM	9:50 AM	VAPA or PE Slot	40 mins
9:50 AM	10:25 AM	MTSS	35 mins
10:25 AM	10:40 AM	Recess	15 mins
10:40 AM	12:05 PM	Instructional Block	85 mins
12:05 PM	12:42 PM	Lunch (4-6)	37 mins
12:42 PM	2:34 PM	Instructional Block	112 mins

** Current practice at Fairview*

Sixth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:25 AM	Start Day	5 mins*
8:25 AM	9:55 AM	Instructional Block	90 mins
9:55 AM	10:35 AM	VAPA or PE Slot	40 mins
10:35 AM	10:50 AM	Recess	15 mins
10:50 AM	12:02 PM	Instructional Block	72 mins
12:02 PM	12:39 PM	Lunch (4-6)	37 mins
12:39 PM	1:14 PM	MTSS	35 mins
1:14 PM	2:34 PM	Instructional Block	80 mins

** Current practice at Fairview*

Lunch Schedule

Grade Level	Start Time	End Time	Duration
TK	10:50 AM	11:34 AM	44 mins
2nd Grade	11:05 AM	11:49 AM	44 mins
Kindergarten	11:15 AM	11:59 AM	44 mins
1st Grade	11:20 AM	12:04 PM	44 mins
3rd Grade	11:45 AM	12:29 PM	44 mins
6th Grade	12:02 PM	12:39 PM	37 mins
4th Grade	12:05 PM	12:42 PM	37 mins
5th Grade	12:05 PM	12:42 PM	37 mins

MTSS Schedule

Grade Level	Start Time	End Time	Duration
3rd Grade	8:25 AM	9:00 AM	35 mins
4th Grade	9:05 AM	9:40 AM	35 mins
5th Grade	9:50 AM	10:25 AM	35 mins
2nd Grade	10:30 AM	11:05 AM	35 mins
1st Grade	12:04 PM	12:39 PM	35 mins
Kindergarten	12:39 PM	1:14 PM	35 mins
6th Grade	12:39 PM	1:14 PM	35 mins

Recess Schedule

Grade Level	Start Time	End Time	Duration
2nd Grade	9:25 AM	9:40 AM	15 mins
4th Grade	9:40 AM	9:59 AM	19 mins
Kindergarten	9:50 AM	10:05 AM	15 mins
TK	9:55 AM	10:10 AM	15 mins
3rd Grade	10:00 AM	10:15 AM	15 mins
1st Grade	10:25 AM	10:40 AM	15 mins
5th Grade	10:25 AM	10:40 AM	15 mins
6th Grade	10:35 AM	10:50 AM	15 mins
TK	1:05 PM	1:24 PM	19 mins
Kindergarten	1:14 PM	1:29 PM	15 mins
1st Grade	1:20 PM	1:35 PM	15 mins
3rd Grade	1:35 PM	1:50 PM	15 mins
2nd Grade	1:44 PM	1:59 PM	15 mins

VAPA/PE Schedule

Grade Level	Start Time	End Time	Duration
4th Grade	8:25 AM	9:05 AM	40 mins
5th Grade	9:10 AM	9:50 AM	40 mins
6th Grade	9:55 AM	10:35 AM	40 mins
TK	10:10 AM	10:50 AM	40 mins
1st Grade	10:40 AM	11:20 AM	40 mins
Kindergarten	11:59 AM	12:39 PM	40 mins
2nd Grade	1:04 PM	1:44 PM	40 mins
3rd Grade	1:50 PM	2:30 PM	40 mins

Pilot Team Considerations

- **Does TK Look Different?** TK does not have any legal requirement for PE. It is also structured differently from other grade spans. The prep periods may need a deeper conversation on what best suits the teachers as well as the students. It is highlighted in green on the schedule above to denote that it will need to happen on days when the 1st and 6th grades are not happening.
- **Highly Structured:** The pilot group might consider combining the HSII and HS III classes with their grade 3 (or other grade) peers for VAPA and PE. The students and the paraprofessionals can be spread among the four classes of their peers evenly. The pilot team may consider treating prep for the HS I class like we currently do for PK Sped. The Special teacher would join the class and continue instruction, with the paras, including station choice activities. This is the current practice.
- **How are “Specials” configured?** There are 4 teachers at each grade span for all grades except TK, 5th, and 6th. Fourth grade has three classes and a 4/5 combo class, giving four classes at 4th or 5th, based on the site recommendation. Because there are only three 40-minute preps a week, the best way to provide the VAPA or PE sessions might be to group them so that classes are doing only one type of “special” a week. This would also address the concerns raised that more consecutive time for VAPA would be appreciated, as well as making the routine of where to go easier for the students to remember. In this model, a teacher would be either a VAPA teacher or a PE teacher, not both. Grades with only three simultaneous grades might consider one VAPA and two PE a week, or the same schedule as their other grade peers.
 - For example:

Teacher Name	Odd weeks	Even Weeks
Classroom Teacher 1	VAPA, VAPA, VAPA	PE, PE, PE
Classroom Teacher 2	VAPA, VAPA, VAPA	PE, PE, PE
Classroom Teacher 3	PE, PE, PE	VAPA, VAPA, VAPA
Classroom Teacher 4	PE, PE, PE	VAPA, VAPA, VAPA

- **Library Schedule:** The pilot committee can use the same schedule slots used for the Specials, but on the off days, to build out the library schedule. For example, if the Specials happen on Monday, Thursday, and Friday, the library times can be scheduled on Tuesday and Wednesday. This will take coordination with the itinerant staff who are shared between school sites.
- **Music Pull Out:** Students in grades 4-6, who elect to participate in strings and band instruction, can be pulled out during the VAPA special, as well as on one of the off days. This will take coordination with the itinerant staff who are shared between school sites.

FTE Considerations

- Current FTE at Fairview includes 1.2 FTE in Preprovider and 1.7 FTE CLT, for a total of 2.9
- .20 FTE max per person per day
- With 7 sessions offered in a day, each session is $.20 / 7 = 0.029$.
- With 4 simultaneous preps for grades K, 1, 2, 3, and 4, for 3 times a week, that is .029 FTE per person session, for 5 sessions. So $4 \times .029 \times 5 \times 3 = 1.74$
- With 3 simultaneous preps for grades TK, 5, and 6, that is $3 \times .029 \times 3 \times 3 = .78$
- Adding the two we get $1.74 + .78 = 2.52$ FTE.
- The VAPA/PE teachers would each need a prep a week, at $.029 \times 4 = .116$ FTE
- Adding the prep to the 2.52 gives $2.52 + .116 = 2.64$, rounded to 2.7
- This staff would need to be itinerant and support other sites on the off days/times. There would be additional FTE that might be needed if this model were to be used for travel.
- Total FTE would be close enough to current staffing, with the ability to use Prop 28 funding for

coverage, based on actual implementation of preps and travel for itinerant staff.

Sample Schedule for El Vista Pilot

This sample schedule is provided as an example, and is not meant to be the exact model with all the details already configured. This sample would provide the Franklin pilot team with a place to consider implementing a schedule that meets the desired requirements.

Grade Span Schedules

TK Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:58 AM	Instructional Block	90 mins
9:58 AM	10:13 AM	Recess	15 mins
10:13 AM	10:53 AM	VAPA or PE Slot	40 mins
10:53 AM	11:37 AM	Lunch (TK-3)	44 mins
11:37 AM	1:08 PM	Instructional Block	91 mins
1:08 PM	1:27 PM	Recess	19 mins
1:27 PM	2:37 PM	Instructional Block	70 mins

Kindergarten Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:53 AM	Instructional Block	85 mins
9:53 AM	10:08 AM	Recess	15 mins
10:08 AM	11:18 AM	Instructional Block	70 mins
11:18 AM	12:02 PM	Lunch (TK-3)	44 mins
12:02 PM	12:42 PM	VAPA or PE Slot	40 mins
12:42 PM	1:17 PM	MTSS	35 mins
1:17 PM	1:32 PM	Recess	15 mins
1:32 PM	2:37 PM	Instructional Block	65 mins

First Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	10:28 AM	Instructional Block	120 mins
10:28 AM	10:43 AM	Recess	15 mins
10:43 AM	11:23 AM	VAPA or PE Slot	40 mins
11:23 AM	12:07 PM	Lunch (TK-3)	44 mins
12:07 PM	12:42 PM	MTSS	35 mins
12:42 PM	1:23 PM	Instructional Block	41 mins
1:23 PM	1:38 PM	Recess	15 mins
1:38 PM	2:37 PM	Instructional Block	59 mins

Second Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:28 AM	Instructional Block	60 mins
9:28 AM	9:43 AM	Recess	15 mins
9:43 AM	10:33 AM	Instructional Block	50 mins
10:33 AM	11:08 AM	MTSS	35 mins
11:08 AM	11:52 AM	Lunch (TK-3)	44 mins
11:52 AM	1:07 PM	Instructional Block	75 mins
1:07 PM	1:47 PM	VAPA or PE Slot	40 mins
1:47 PM	2:02 PM	Recess	15 mins
2:02 PM	2:37 PM	Instructional Block	35 mins

Third Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:03 AM	MTSS	35 mins
9:03 AM	10:03 AM	Instructional Block	60 mins
10:03 AM	10:18 AM	Recess	15 mins
10:18 AM	11:48 AM	Instructional Block	90 mins
11:48 AM	12:32 PM	Lunch (TK-3)	44 mins
12:32 PM	1:38 PM	Instructional Block	66 mins
1:38 PM	1:53 PM	Recess	15 mins
1:53 PM	2:33 PM	VAPA or PE Slot	40 mins
2:33 PM	2:37 PM	End Of Day	4 mins

Fourth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:08 AM	VAPA or PE Slot	40 mins
9:08 AM	9:43 AM	MTSS	35 mins
9:43 AM	10:02 AM	Recess	19 mins
10:02 AM	12:08 PM	Instructional Block	126 mins
12:08 PM	12:45 PM	Lunch (4-6)	37 mins
12:45 PM	2:37 PM	Instructional Block	112 mins

Fifth Grade Daily Schedule

Fifth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:13 AM	Instructional Block	45 mins
9:13 AM	9:53 AM	VAPA or PE Slot	40 mins
9:53 AM	10:28 AM	MTSS	35 mins
10:28 AM	10:43 AM	Recess	15 mins
10:43 AM	12:08 PM	Instructional Block	85 mins
12:08 PM	12:45 PM	Lunch (4-6)	37 mins
12:45 PM	2:37 PM	Instructional Block	112 mins

Sixth Grade Daily Schedule

Start Time	End Time	Activity	Duration
8:20 AM	8:28 AM	Start Day	8 mins
8:28 AM	9:58 AM	Instructional Block	90 mins
9:58 AM	10:38 AM	VAPA or PE Slot	40 mins
10:38 AM	10:53 AM	Recess	15 mins
10:53 AM	12:05 PM	Instructional Block	72 mins
12:05 PM	12:42 PM	Lunch (4-6)	37 mins
12:42 PM	1:17 PM	MTSS	35 mins
1:17 PM	2:37 PM	Instructional Block	80 mins

Lunch Schedule

Grade Level	Start Time	End Time	Duration
TK	10:53 AM	11:37 AM	44 mins
2nd Grade	11:08 AM	11:52 AM	44 mins
Kindergarten	11:18 AM	12:02 PM	44 mins
1st Grade	11:23 AM	12:07 PM	44 mins
3rd Grade	11:48 AM	12:32 PM	44 mins
6th Grade	12:05 PM	12:42 PM	37 mins
4th Grade	12:08 PM	12:45 PM	37 mins
5th Grade	12:08 PM	12:45 PM	37 mins

MTSS Schedule

Grade Level	Start Time	End Time	Duration
3rd Grade	8:28 AM	9:03 AM	35 mins
4th Grade	9:08 AM	9:43 AM	35 mins
5th Grade	9:53 AM	10:28 AM	35 mins
2nd Grade	10:33 AM	11:08 AM	35 mins
1st Grade	12:07 PM	12:42 PM	35 mins
Kindergarten	12:42 PM	1:17 PM	35 mins
6th Grade	12:42 PM	1:17 PM	35 mins

Recess Schedule)

Grade Level	Session	Start Time	End Time	Duration
2nd Grade	Morning	9:28 AM	9:43 AM	15 mins
4th Grade	Morning	9:43 AM	10:02 AM	19 mins
Kindergarten	Morning	9:53 AM	10:08 AM	15 mins
TK	Morning	9:58 AM	10:13 AM	15 mins
3rd Grade	Morning	10:03 AM	10:18 AM	15 mins
1st Grade	Morning	10:28 AM	10:43 AM	15 mins
5th Grade	Morning	10:28 AM	10:43 AM	15 mins
6th Grade	Morning	10:38 AM	10:53 AM	15 mins
TK	Afternoon	1:08 PM	1:27 PM	19 mins
Kindergarten	Afternoon	1:17 PM	1:32 PM	15 mins
1st Grade	Afternoon	1:23 PM	1:38 PM	15 mins
3rd Grade	Afternoon	1:38 PM	1:53 PM	15 mins
2nd Grade	Afternoon	1:47 PM	2:02 PM	15 mins

VAPA/PE Schedule

Grade Level	Start Time	End Time	Duration
4th Grade	8:28 AM	9:08 AM	40 mins
5th Grade	9:13 AM	9:53 AM	40 mins
6th Grade	9:58 AM	10:38 AM	40 mins
TK	10:13 AM	10:53 AM	40 mins
1st Grade	10:43 AM	11:23 AM	40 mins
Kindergarten	12:02 PM	12:42 PM	40 mins
2nd Grade	1:07 PM	1:47 PM	40 mins
3rd Grade	1:53 PM	2:33 PM	40 mins

Pilot Team Considerations

- **Does TK Look Different?** TK does not have any legal requirement for PE. It is also structured differently from other grade spans. The prep periods may need a deeper conversation on what best suits the teachers as well as the students. It is highlighted in green on the schedule above to denote that it will need to happen on days when the 1st and 6th grades are not happening.
- **Highly Structured:** The pilot group might consider combining the HSII and HS III classes with their grade 2 (or other grade) peers for VAPA and PE. The students and the paraprofessionals can be spread among the two classes of their peers evenly. The pilot team may consider treating prep for the HS I class like we currently do for PK Sped. The Special teacher would join the class and continue instruction, with the paras, including station choice activities. This is the current practice.
- **How are “Specials” configured?** There are 2 teachers at each grade span for all grades. Because there are three 40-minute preps a week, the best way to provide the VAPA or PE sessions might be to group them so that classes are doing only one type of “special” a week. This would also address the concerns raised that more consecutive time for VAPA would be appreciated, as well as making the routine of where to go easier for the students to remember. In this model, a teacher would be either a VAPA teacher or a PE teacher, not both.

- For example:

Teacher Name	Odd weeks	Even Weeks
Classroom Teacher 1	VAPA, VAPA, VAPA	PE, PE, PE
Classroom Teacher 2	VAPA, VAPA, VAPA	PE, PE, PE

- **Library Schedule:** The pilot committee can use the same schedule slots used for the Specials, but on the off days, to build out the library schedule. For example, if the Specials happen on Monday, Thursday, and Friday, the library times can be scheduled on Tuesday and Wednesday. This will take coordination with the itinerant staff who are shared between school sites.
- **Music Pull Out:** Students in grades 4-6, who elect to participate in strings and band instruction, can be pulled out during the VAPA special, as well as on one of the off days. This will take coordination with the itinerant staff who are shared between school sites.

FTE Considerations

- Current FTE at El Vista includes .80 FTE in Preprovider and 1.2 FTE CLT, for a total of 2
- .20 FTE max per person per day
- With 2 simultaneous preps for all grades, for 3 times a week, that is .20 FTE per person per day. So $.20 \times 2 \times 3 = 1.2$ FTE.
- With 7 sessions offered in a day, each session is $.20 / 7 = 0.029$.
- The TK FTE would be $.029 \times 2 \text{ teachers} \times 3 \text{ days a week} = .029 \times 2 \times 3 = .174$ FTE.
- Adding the two we get $1.2 + .174 = 1.374$ FTE.
- The VAPA/PE teachers would each need a prep a week, at $.029 \times 2 = .06$ FTE
- Adding the prep to the 1.374 gives $1.374 + .06 = 1.43$ rounded to 1.5
- This staff would need to be itinerant and support other sites on the off days/times. There would be additional FTE that might be needed if this model were to be used for travel.
- Depending on how the pilot team decided to provide prep to the HS I class, that might add $.029 \times 3$ a week, or an additional .087 FTE, plus an additional amount for travel / prep.
- Total FTE would be close enough to current staffing, with the ability to use Prop 28 funding for coverage, based on actual implementation of preps and travel for itinerant staff.