

Article 4 - Hours of Employment
6 period Traditional Bell Schedule with Collaboration
Memorandum of Understanding (MOU)

Between
The Centinela Valley Secondary Teachers Association (CVSTA) And The Centinela Valley Union High School District (CVUHSD)

CVSTA and CVUHSD desire to enter into the following Memorandum of Understanding ("MOU") to agree to amend Article 4: Hours of Employment of the Agreement, as follows:

1. For the 2023-2024 school year, the parties agree to the following MOU ending on June 30, 2024 related to bell schedule and collaboration days as follows:

1.1 On 162 regular school days, the workday for full-time unit members, except those on Salary Schedules C, D, F, and G, will begin no later than 8:20am, end at 3:21 pm, exclusive of a 35-minute duty-free lunch, and a 10-minute duty-free nutrition break (totaling 366 minutes).

1.1a On 11 Late Start Days, the one (1) hour per month for meetings beyond the contractual day such as staff, grade level, collaboration or department meetings shall be repurposed toward eleven (11) one (1) hour collaborations starting at 8:20am and ending at 9:20am, allowing for the contractual ten (10) minute duty-free minutes (9:20-9:30) before the pupil instructional day begins. Instruction on the 11 late start days will begin at 9:30AM, end at 3:21PM, and include a 35 minute duty free lunch. (totaling 316 minutes)

1.1b Four (4) of the eleven (11) collaborations shall be used for staff meetings or schoolwide collaborations that will be organized by site administrators.

1.1c Seven (7) of the eleven (11) collaborations shall be used for department collaboration and/or school-wide collaborations as determined by teacher leaders and facilitated by department chairs, academy coordinators, Academy or CTE specialists, instructional coaches and/or course leads.

1.1d Department collaborations will be used for designing effective lesson plans, assignments, projects, formative and/or summative assessments, sharing best practices for increasing student engagement and learning, analyzing student formative and summative ongoing performance data, and/or other instructional goals in support of school-wide goals.

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1.1e The eleven (11) Collaboration days shall occur on the following dates:

- August 21, 2023,
- September 11, 2023,
- *September 25, 2023,**
- October 30 2023,
- *November 13, 2023,**
- December 4, 2023,
- January 22, 2024,
- February 5, 2024,
- *March 11, 2024,**
- April 22, 2024,
- *May 20, 2024**

Note: * signifies staff meetings and/or school-wide collaborations

1.2 On 7 Minimum Days, the workday for full-time unit members will begin no later than 8:20 am, end at 1:43 pm, and include a 20-minute duty-free lunch;

2. No mandatory staff meetings will be held beyond the contractual day except for Department Chairs as they are subject to a special assignment stipend.

The District and CVSTA agree that the terms of this MOU are not precedent setting and do not establish or contribute to any past practice. This constitutes the entire understanding of the parties and is not subject to change or modification without the express, written consent of the other party.



Dr. Pamela Brown
Assistant Superintendent
Centinela Valley Union High School District

4/18/2023

Date



Dr. Temisha Brame
President
Centinela Valley Secondary Teachers
Association

4/18/2023

Date

****END OF MOU****

See Bell Schedules on Next Page

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A. 6-Period Schedule with Collaboration (w/CA 8:30am start time)

Regular 6			
Period	Start Time	End Time	Duration
1	8:30 AM	9:25 AM	0:55
Passing	9:25 AM	9:32 AM	0:07
2	9:32 AM	10:27 AM	0:55
Nutrition	10:27 AM	10:37 AM	0:10
Passing	10:37 AM	10:44 AM	0:07
3	10:44 AM	11:41 AM	0:57
Passing	11:41 AM	11:48 AM	0:07
4	11:48 AM	12:43 PM	0:55
Lunch	12:43 PM	1:18 PM	0:35
Passing	1:18 PM	1:24 PM	0:06
5	1:24 PM	2:19 PM	0:55
Passing	2:19 PM	2:26 PM	0:07
6	2:26 PM	3:21 PM	0:55

Collab all 6th period (11 days only)			
Period	Start Time	End Time	Duration
Collab	8:20 AM	9:20 AM	1:00
Duty-Free/Passing	9:20 AM	9:30 AM	0:10
1	9:30 AM	10:17 AM	0:47
Passing	10:17 AM	10:24 AM	0:07
2	10:24 AM	11:11 AM	0:47
Passing	11:11 AM	11:18 AM	0:07
3	11:18 AM	12:05 PM	0:47
Lunch	12:05 PM	12:40 PM	0:35
Passing	12:40 PM	12:46 PM	0:06
4	12:46 PM	1:33 PM	0:47
Passing	1:33 PM	1:40 PM	0:07
5	1:40 PM	2:27 PM	0:47
Passing	2:27 PM	2:34 PM	0:07
6	2:34 PM	3:21 PM	0:47

MINIMUM 6 period day			
Period	Start Time	End Time	Duration
1	8:30 AM	9:13 AM	0:43
Passing	9:13 AM	9:20 AM	0:07
2	9:20 AM	10:03 AM	0:43
Passing	10:03 AM	10:10 AM	0:07
3	10:10 AM	10:53 AM	0:43
Passing	10:53 AM	11:00 AM	0:07
4	11:00 AM	11:43 AM	0:43
Lunch	11:43 AM	12:03 PM	0:20
Passing	12:03 PM	12:10 PM	0:07
5	12:10 PM	12:53 PM	0:43
Passing	12:53 PM	1:00 PM	0:07
6	1:00 PM	1:43 PM	0:43

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