

**MEMORANDUM OF UNDERSTANDING BETWEEN POMONA  
UNIFIED SCHOOL DISTRICT AND ASSOCIATED POMONA  
TEACHERS**

**2020-2021 REOPENING OF SCHOOLS  
FOR THE 2020-2021 SCHOOL YEAR**

The Pomona Unified School District ("District") and the Associated Pomona Teachers ("Association" or "APT") enter this Memorandum of Understanding ("MOU") regarding the reopening of schools for the 2020-2021 school year.

**A. INTRODUCTION**

The Parties have a shared commitment in providing an educational program that supports the needs of all students while ensuring a safe learning environment for students and staff by following the guidelines established by both state and county health departments. Continued education of our students during the 2020-2021 year will require flexibility given the impact of COVID-19 and the possible need to fluctuate between various models of instruction (e.g., in-school, distance learning and a hybrid of both models). To support this, instructional models have been developed with input from APT, educators, administrators, parents, and the District. Instructional models at individual sites, and/or District-wide, are based on direction and guidance from the State of California, Los Angeles County Department of Public Health, and the Los Angeles County Office of Education. The parties intend to return to a pre-COVID 19 traditional instructional schedule as soon as it is permissible and safe to do so.

This MOU is an addendum to the current collective bargaining agreement and addresses: the impacts of the District's adoption of in-person and distance learning instructional models for the 2020-2021 school year, health and safety and bargaining unit member ("member") professional expectations. The student instructional schedules attached to this MOU (Exhibit A) are meant to be adaptable and flexible in accordance with the District's determination of the guidelines from the State of California and/or the Los Angeles County Department of Public Health, and the needs of students and staff.

**B. Instructional Models**

For the 2020-2021 school year, District schools shall be reopened using in person instruction and distance learning, in accordance with the attached student instructional schedules. (Exhibit A). This section outlines the District's instructional models for the 2020-2021 school year.

**a. Hybrid Instruction (In-Person Instruction and Distance Learning):**

- i. Hybrid instruction refers to the instruction of students through in-person attendance on campus and distance learning.
- ii. During hybrid instruction students may also choose to receive some, or all, of their instruction virtually, in the form of distance learning, if the student is medically fragile, or they would be put at risk by in-person instruction, or they are self-quarantining because of concern or exposure to COVID-19. The parties recognize that students may need flexibility to change from hybrid to distance learning and vice versa.
- iii. To reduce the number of students on campus, each school shall be divided into two (2) Cohorts of roughly equivalent numbers. Cohorts will

physically attend school on alternating schedules ("Cohort A" will physically report on Monday and Tuesday and "Cohort B" will report on Thursday and Friday).

- iv. Upon the District's determination that District schools, sites and/or departments need to transition to virtual instruction, students will follow the instructional schedules provided in Exhibit A. Instructional schedules, may be modified based on instructional need including, but not limited to, combining student Cohorts. In the event of a transition to virtual instruction, member preparation periods may be adjusted throughout the school day; however, member preparation periods will not be reduced.

**b. 100% Distance Learning Instruction:**

- i. Distance learning shall be provided in accordance with the attached student instructional calendars.
- ii. Distance learning is defined as instruction in which the student and member are in different locations and students are under the general supervision of a certificated employee of the District.
- iii. The principal methods of distance learning shall be delivered using Google classroom, Zoom and Edgenuity.
- iv. Secondary members engaging solely in distance learning shall be required to use Edgenuity as the primary curriculum and may supplement their individual syllabus with standards based teacher generated content.
- v. Elementary school members engaging solely in distance learning shall use the District adopted core curriculum and may supplement with Learning Management System resources.

**c. Traditional (All-Students Return):**

- i. Upon the District's determination that the instructional schedule will return to a traditional schedule, members will return to the instructional and bell schedules used in the 2019-2020 school year.
- ii. The traditional (in-person) instructional schedule shall be conducted with physical distancing and/or health modifications in accordance with the State of California and/or the Los Angeles County Department of Public Health recommendations, orders, and/or regulations, as determined by the Superintendent, or designee.

**d. Special Education:**

- i. The parties agree to meet at the request of either party to address implementing guidance from the California Department of Education and/or the Federal Department of Education in order to provide equitable and appropriate education for our students with special needs.
- ii. If the District transitions to virtual instruction, the parties agree that specialized academic instruction and related services in Individual Education Programs ("IEP") shall be provided virtually, when possible, using the District's current technological resources and supports and in accordance with social distancing and health/safety guidelines as provided by the Los Angeles County Department of Public Health.
- iii. Teachers and service providers (including but not limited to: special education teachers, speech language pathologists, school nurses, school psychologists, adapted P.E. teachers, educationally related intensive counseling providers, etc.) may provide individual and/or small group sessions virtually using distance learning methods, and/or in-person.

These sessions may be conducted face-to-face, or when appropriate, via email, phone or other virtual tools. Where sessions are conducted in-person, the District shall provide appropriate Personal Protective Equipment ("PPE") as recommended by Los Angeles County Department of Public Health. Distance learning special education classes shall include daily live interaction with the teacher and peers to the maximum extent possible.

- iv. In accordance with state and federal laws, individual student evaluations for special education and/or related services shall be held virtually whenever possible and using the District's current technological resources and supports. The District shall provide additional PPE protections, based on the member's expected proximity with students and potential inability to maintain social distancing protocols, when members provide in-person special education and related services and conducting in-person assessments.

### **C. Health and Safety**

- i. Unless medically prohibited from doing so, members and students shall wear face coverings while on District property as determined by the Superintendent, or designee.
- ii. Face coverings may be a cloth or disposable covering which covers the nose and mouth. In lieu of a cloth or disposable face covering, members may wear a face shield, allowing for their speech to project and for students to have the ability to view facial expressions. Face shields must include a chin drape.
- iii. Members who are alone in their offices or classrooms may remove their face coverings.
- iv. PPE, such as gloves, masks, and shields, which comply with State and Los Angeles County Department of Public Health guidance and/or recommendations, will be provided to employees as necessary. The District shall provide additional PPE protections, based on the member's expected proximity with students, potential inability to maintain social distancing protocols, and/or potential for increased exposure (e.g., Moderate to Severe special education classrooms, English Language Proficiency Assessments for California ("ELPAC") or other assessments, etc.), when available.
- v. Appropriate social distancing will be required where possible, including one-way stairways and hallways, in classrooms, designated entrances and exits to buildings, and appropriate locations for lunch periods. If social distancing and state and local recommendations cannot be followed, virtual meetings shall take place in lieu of in-person meetings. Virtual meetings shall follow the same schedule and time as provided in the attached student instructional calendars. All members shall attend designated meetings whether virtual or in-person.
- vi. All members shall wash and/or sanitize hands upon entering the workplace and periodically wash and/or sanitize hands throughout the workday.
- vii. All members shall self-screen for COVID-19 symptoms and report any COVID-19 symptoms to their Principal/supervisor immediately.
- viii. When practicable, upon entering a school or District site, all staff, students, and visitors shall go through a temperature screening with a no-touch thermal scan thermometer. Students may have their temperature taken more than once during a school day.
- ix. All members and administrators shall continue to promote appropriate hygiene with students including frequent and thorough hand washing, avoiding contact of the mouth, nose, and eyes with unwashed hands, and

using hand sanitizer when hand washing is not practical or available, and refrain from discouraging such.

- x. Upon receipt of new and/or revised leave protocols from local, state, and/or federal officials, the District shall issue a Frequently Asked Questions memorandum to members.
- xi. The District shall provide cleaning solutions for desks, and where feasible, materials and objects which are touched frequently by multiple individuals.
- xii. Members may disinfect designated surfaces at the beginning of each period with only District-provided cleaning solutions.
- xiii. The District will provide applicable leave entitlements in accordance with the Agreement and state and federal laws including the Families First Coronavirus Response Act ("FFCRA"), Family and Medical Leave Act ("FMLA") and California Family Rights Act ("CFRA").
- xiv. Members who have a doctor's note indicating a higher risk for illness from COVID-19 because of a serious underlying health condition, or otherwise, may request to meet with the District to determine whether the District can grant a request to work remotely and/or otherwise provide alternative work arrangements.

#### **D. Bargaining Unit Members' Professional Expectations**

- i. Student contacts/class sizes will be maintained at the contractual limits. Student contacts may include students who report physically to their classes on assigned days and/or students who remain on a distance learning schedule.
- ii. Members will be required to take student attendance, and track students' daily live interaction, and otherwise comply with obligations under the District's forthcoming Learning Continuity and Attendance Plan ("Plan"), as required by the Education Finance: Education Omnibus Budget Trailer Bill Senate Bill 98 ("SB 98"). The Association reserves the right to demand to bargain the impacts of the Plan, if any, upon its completion.
- iii. Unless directed otherwise by the Superintendent, or designee, or in the event of a school/site/department transition to virtual instruction, members shall perform their duties from their assigned District school/site/department during their normal contractual work hours. Members permitted to work remotely shall, if contacted during regular work hours, be expected to respond in a reasonable manner to site/District/department communications. The District may also direct members to work from their school/site/department if they have connectivity issues.
- iv. School nurses and other non-classroom based members, upon receipt of training, may assist with health and safety protocols, which may include taking student temperatures during student ingress.
- v. Teacher specialists shall work with targeted students on a daily basis for a minimum of thirty (30) minutes and not to exceed forty-five (45) minutes.
- vi. Elementary school physical education ("P.E.") teachers shall continue to provide P.E. instruction on a daily basis. Elementary school P.E. teachers may also work with targeted students to supplement instruction.
- vii. Intervention teachers assigned to The Learning Connection ("TLC") program shall work remotely during 100% distance learning and may provide teacher support and small group intervention for targeted students. Upon transition to hybrid instruction TLC teachers may provide in-person instruction in accordance with this MOU.
- viii. During the 2020-2021 school year, members shall follow the District's

revised grade submission calendar(s).

- ix. For the Fall semester, Back-to-School Night (orientation) will be held virtually, unless otherwise determined by the Superintendent, or designee, due to anticipated restrictions on large group gatherings. The Superintendent, or designee, will determine a uniform method for conducting Back-to-School Night.
- x. Members engaging in distance learning shall maintain all rights afforded to them under the Education Code.
- xi. Members shall report known inappropriate online student behavior occurring during instructional interactions to their site administrator. Members acting within the scope of their duties and consistent with all policies and expectations concerning appropriate adult/student interactions shall be held harmless for any such behavior from a student.
- xii. Members who engage in good faith actions to implement distance learning shall not be subject to any disciplinary action due to unique circumstances and interference beyond their control. Members shall continue to provide lessons or instruction and adhere to District policy and/or regulations.

#### **E. Teacher-Directed Preparation Time**

- i. TK - Members shall receive sixty (60) minutes of preparation time throughout the day on Mondays, Tuesdays, Thursdays and Fridays, and, one hundred and fifty-five (155) minutes of preparation time on Wednesdays. TK members shall use preparation time in accordance with the requirements for elementary school members.
- ii. Elementary - Members shall receive fifty (50) minutes of preparation time throughout the day on Mondays, Tuesdays, Thursdays and Fridays, and, one hundred and fifty-five (155) minutes of preparation time on Wednesdays.
- iii. Middle - In addition to a member's conference period, members shall receive fifty (50) minutes of preparation time on Mondays, Tuesdays, Thursdays, and Fridays.
- iv. High School - In addition to a member's conference period, members shall receive sixty (60) minutes of preparation time on Mondays, Tuesdays, Thursdays, and Fridays.
- v. Elementary school P.E. teachers shall receive the same preparation time as elementary school members working in the 100% distance learning and/or hybrid model.
- vi. Preparation time shall be used in accordance with Article 10 of the Agreement.
- vii. At the discretion of the site administrator, members teaching in the Dual Language Program may utilize additional collaboration time on Wednesday for discussion and planning for shared students.

#### **F. District and Site Directed Meetings (Wednesdays)**

- i. Wednesdays from 8:00 a.m. to 11:00 a.m., will be designated for structured District-led meetings under the Agreement.
- ii. To ensure compliance with SB 98, members shall spend designated time on Wednesdays engaging in daily live interaction with students, including but not limited to, student Cohort interaction, individual and group student check-ins and instructional support through virtual office hours and/or virtual instruction.

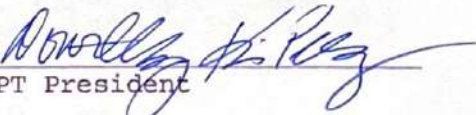
G. Child Development

- i. For the duration of this MOU, the professional duties of Child Development members shall be in accordance with the language set forth herein.
- ii. Until directed otherwise by the Superintendent, or designee, Child Development members working in designated programs shall engage in distance learning. Thereafter, and upon notification by the Superintendent, or designee, Child Development members working in designated programs shall return to in-person instruction.
- iii. Child Development members shall utilize, and invite parents to, Class Dojo.
- iv. Early Head Start Center-Based members shall receive one and a half (1.5) hours per week of preparation time. Center-Based members shall be required to use Zoom for direct instruction.
- v. Early Head Start Home-Based members shall receive four (4) hours per week of preparation time. Home-Based members shall be required to use Zoom or telephone calls for direct instruction. Home-Based members shall be required to use Zoom every two (2) weeks for Group Connections.
- vi. Preschool members shall receive five (5) hours per week of preparation time. Preschool members shall be required to use Zoom for direct instruction.


H. Miscellaneous

- i. The Superintendent has the authority to call a mandatory meeting with staff at any time during the contract day with at least one-hour prior notice.
- ii. Adjustments to the instructional schedule before and/or after the commencement of the 2020-2021 school year shall be determined by the District.
- iii. The parties agree that this MOU satisfies any and all obligations to bargain related impacts of the District's reopening for the 2020-2021 school year and to meet as soon as possible to negotiate the impact and effects of any revisions or updates to those guidelines.
- iv. Due to the unique challenges of master scheduling during the COVID-19 pandemic, during the Fall 2020 semester, pay for 6<sup>th</sup> period assignments shall be based on the entirety of the condensed student semester as provided in the student instructional schedules attached as Exhibit A. Members shall receive pay for 6<sup>th</sup> period assignments in the manner calculated during the 2019-2020 school year. Member pay for 6<sup>th</sup> period assignments shall not exceed the total amount of compensation the member would have received in a traditional school year. As a result of the foregoing, and for the duration of this MOU, Appendix XII, Section V, of the Agreement shall be suspended and inoperable.

This MOU shall expire on December 31, 2020 unless extended by mutual written agreement.

  
 \_\_\_\_\_  
 APT President

7/28/2020  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 District Representative

7/22/2020  
 \_\_\_\_\_  
 Date

## Distance Learning Schedules

### Transitional Kindergarten Distance Learning Instructional Schedule

Teachers will engage in Live Interaction daily.

Cohorts may be combined. (A move to the hybrid model will make the cohort identification important)

Grades TK-K = no fewer than 180 minutes (combined daily live interaction and distance learning)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 8:40 am	Teacher Prep		AM & PM Cohorts Distance Learning	Teacher Prep	
8:40 am - 9:00 am Distance Learning	AM/PM Cohort			AM/PM Cohort	
9:00 am - 11:40 am Live Interaction or Distance Learning	AM Cohort (May be combined with PM Cohort)			AM Cohort (May be combined with PM Cohort)	
11:40 am - 12:20 pm	Teacher Lunch and Prep				
12:20 PM - 3:00 PM Live Interaction or Distance Learning	PM Cohort (May be combined with AM Cohort)		AM & PM Cohorts Daily Live Interaction 1:20 pm - 2:00 pm	PM Cohort (May be combined with AM Cohort)	
Wednesday for Members is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time.					
Monday - Friday students can pick up their breakfast and lunch at Emerson, Ganesha, Garey, Golden Springs, Palomares or Washington.					

### K-6 Distance Learning Instructional Schedule

Teachers will engage in Live Interaction daily.

Cohorts may be combined. (A move to the hybrid model will make the cohort identification important)

Grades TK-K = no fewer than 180 minutes (combined daily live interaction and distance learning)

Grades 1-3 = no fewer than 230 minutes (combined daily live interaction and distance learning)

Grades 4-6 = no fewer than 240 minutes (combined daily live interaction and distance learning)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 8:50	Teacher Prep Time		Cohorts A/B Distance Learning	Teacher Prep Time	
8:00 am - 8:50 am Distance Learning	Cohorts A & B			Cohorts A & B	
8:50 am - 12:15 pm Live Interaction or Distance Learning	Cohort A (May be combined with Cohort B)			Cohort B (May be combined with Cohort A)	
12:15 pm - 12:45 pm	Teacher Lunch				
12:45 pm - 3:00 pm Distance Learning/Daily Live Interaction/Office Hour	Cohort B (May be combined with Cohort A)		Cohorts A/B Daily Live Interaction 1:20 pm - 2:10 pm	Cohort A (May be combined with Cohort B)	
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning and may be assigned to interventions.					
Monday - Friday students can pick up their breakfast and lunch at Emerson, Ganesha, Garey, Golden Springs, Palomares or Washington.					

## Middle School Distance Learning Instructional Schedule

Teachers will engage in Live Interaction daily.

Grades 7-12 = no fewer than 240 minutes (combined daily live interaction and distance learning)

- Periods 1, 2, 3 - August 11<sup>th</sup> - October 9<sup>th</sup>
- Periods 4, 5, 6 - October 12<sup>th</sup> - December 18<sup>th</sup>

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 9:30 am	Cohort A Period 1	Cohort A Period 1	Cohorts A/B Distance Learning	Cohort B Period 1	Cohort B Period 1
9:40 am - 11:00 am	Cohort A Period 2	Cohort A Period 2		Cohort B Period 2	Cohort B Period 2
11:10 am - 12:30 pm	Cohort A Period 3	Cohort A Period 3		Cohort B Period 3	Cohort B Period 3
12:30 pm - 1:00 pm	Duty Free Lunch for Teachers				
1:00 pm - 1:25 pm	Office Hours	Office Hours	Daily Live Interaction	Office Hours	Office Hours
1:25 pm - 2:15 pm	Teacher Prep Time	Teacher Prep Time		Teacher Prep Time	Teacher Prep Time
(10 Minute Passing Periods)/When students are not participating in-person, they are Distance Learning for the entire instructional day.					
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning.					
Monday - Friday students can pick up their breakfast and lunch at Emerson, Ganesha, Garey, Golden Springs, Palomares or Washington.					

## High School Distance Learning Instructional Schedule

Teachers will engage in Live Interaction daily.

Grades 7-12 = no fewer than 240 minutes (combined daily live interaction and distance learning)

- Periods 1, 2, 3 - August 11<sup>th</sup> - October 9<sup>th</sup>
- Periods 4, 5, 6 - October 12<sup>th</sup> - December 18<sup>th</sup>

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 9:20 am	Cohort A Period 1	Cohort A Period 1	Cohorts A/B Distance Learning	Cohort B Period 1	Cohort B Period 1
9:30 am - 11:00 am	Cohort A Period 2	Cohort A Period 2		Cohort B Period 2	Cohort B Period 2
11:00 am - 11:35 am	Staff Lunch				
11:45 am - 1:05 pm	Cohort A Period 3	Cohort A Period 3	Daily Live Interaction	Cohort B Period 3	Cohort B Period 3
1:15 pm - 2:00 pm	Office Hours	Office Hours		Office Hours	Office Hours
2:00 pm - 3:00 pm	Teacher Prep Time	Teacher Prep Time		Teacher Prep Time	Teacher Prep Time
(10 Minute Passing Periods)/ When students are not participating in-person, they are Distance Learning for the entire instructional day.					
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning.					
High School students enrolled in a Zero or 7 <sup>th</sup> period class will attend the course based on the assigned cohort during the following times: Zero (0) period (7:05 am - 7:50 am) and/or 7 <sup>th</sup> period (3:10 pm - 3:55 pm) classes shall run from August 11, 2020 thru December 18, 2020.					
Monday - Friday students can pick up their breakfast and lunch at Emerson, Ganesha, Garey, Golden Springs, Palomares or Washington.					

For the Middle School and High School Distance Learning Schedules, the Cohorts can be combined for the purpose of live instruction. If teachers do not combine the cohorts the office hours shall be used for the Daily Live Interaction with the cohort doing distance learning.



## Hybrid Schedules

### Transitional Kindergarten Hybrid Instructional Schedule

Time	Monday	Tues day	Wednesday	Thursday	Friday
8:00 am - 10:40 am	<b>AM Cohort</b> In-Person		<b>AM &amp; PM Cohorts</b> Distance Learning	<b>AM Cohort</b> In-Person	
10:40 am - 10:45 am	Student Lunch (Grab & Go)		Student Break	Student Lunch (Grab & Go)	
10:45 am - 11:50 am	Teacher Lunch & Prep-Time				
11:50 am - 2:30 PM	<b>PM Cohort</b> In-Person		<b>AM &amp; PM Cohorts</b> Daily Live Interaction 1:20 pm - 2:00 pm	<b>PM Cohort</b> In-Person	
2:40 pm - 3:00 pm	Distance Learning for AM & PM Cohorts (Time Valued Assignments)				
2:30 pm - 3:00 pm	Teacher Prep-Time				
Wednesday for Members is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time.					
Monday - Friday students who are scheduled for Distance Learning can receive their breakfast and lunch at their assigned site.					

### K-6 Hybrid Instructional Schedule

Time	Monday	Tues day	Wednesday	Thursday	Friday
8:00 am - 12:30 pm <i>Nutrition</i> 9:45 am - 10:00 am	<b>Cohort A</b> In-Person		<b>Cohorts A &amp; B</b> Distance Learning	<b>Cohort B</b> In-Person	
12:30 pm - 12:45 pm	Student Lunch (Grab & Go)		Student Break	Student Lunch (Grab & Go)	
12:45 pm - 1:15 pm	Teacher Lunch				
8:00 am - 1:00 PM	<b>Cohort B</b> Distance Learning		<b>Cohorts A &amp; B</b> Daily Live Interaction 1:20 pm - 2:10 pm	<b>Cohort A</b> Distance Learning	
1:20 pm - 2:10 pm	Daily Live Interaction for the Cohort Assigned to Distance Learning for the Day				
2:10 pm - 3:00 pm	Teacher Prep-Time				
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving <b>live interaction</b> , the alternate cohort is participating in Distance Learning and may be assigned to interventions.					
Monday - Friday students who are scheduled for Distance Learning can receive their breakfast and lunch at their assigned site.					

## Middle School Hybrid Instructional Schedule

- Periods 1, 2, 3 - August 11<sup>th</sup> - October 9<sup>th</sup>
- Periods 4, 5, 6 - October 12<sup>th</sup> - December 18<sup>th</sup>

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 9:30 am	Cohort A Period 1	Cohort A Period 1	<b>Cohorts A &amp; B</b> Distance Learning	Cohort B Period 1	Cohort B Period 1
9:40 am - 11:00 am	Cohort A Period 2	Cohort A Period 2		Cohort B Period 2	Cohort B Period 2
11:10 am - 12:30 pm	Cohort A Period 3	Cohort A Period 3		Cohort B Period 3	Cohort B Period 3
12:30 pm - 1:00 pm	Grab & Go Lunch Duty Free Lunch for Teachers				
1:00 pm - 1:25 pm	Cohort B Daily Live Interaction	Cohort B Daily Live Interaction	<b>Daily Live Interaction</b>	Cohort A Daily Live Interaction	Cohort A Daily Live Interaction
1:25 pm - 2:15 pm	Teacher Prep Time	Teacher Prep Time		Teacher Prep Time	Teacher Prep Time
(10 Minute Passing Periods)/When students are not participating in-person, they are Distance Learning for the entire instructional day.					
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning.					
Monday - Friday students who are scheduled for Distance Learning can receive their breakfast and lunch at their assigned site.					

## High School Hybrid Instructional Schedule

- Periods 1, 2, 3 - August 11<sup>th</sup> - October 9<sup>th</sup>
- Periods 4, 5, 6 - October 12<sup>th</sup> - December 18<sup>th</sup>

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 9:20 am	Cohort A Period 1	Cohort A Period 1	<b>Cohorts A &amp; B</b> Distance Learning	Cohort B Period 1	Cohort B Period 1
9:30 am - 11:00 am	Cohort A Period 2	Cohort A Period 2		Cohort B Period 2	Cohort B Period 2
11:00 am - 11:35 am	Student and Staff Lunch				
11:45 am - 1:05 pm	Cohort A Period 3	Cohort A Period 3	<b>Daily Live Interaction</b>	Cohort B Period 3	Cohort B Period 3
1:15 pm - 2:00 pm	Cohort B Live Interaction	Cohort B Live Interaction		Cohort A Live Interaction	Cohort A Live Interaction
2:00 pm - 3:00 pm	Teacher Prep Time	Teacher Prep Time		Teacher Prep Time	Teacher Prep Time
(10 Minute Passing Periods)/ When students are not participating in-person, they are Distance Learning for the entire instructional day.					
High School students enrolled in a Zero or 7 <sup>th</sup> period class will attend the course based on the assigned cohort during the following times: Zero (0) period (7:05 am - 7:50 am) and/or 7 <sup>th</sup> period (3:10 pm - 3:55 pm) classes shall run from August 11, 2020 thru December 18, 2020.					
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning.					
Monday - Friday students who are scheduled for Distance Learning can receive their breakfast and lunch at their assigned site.					

## Dual Language Schedules

### Dual Language Distance Learning Instructional Schedule

Teachers will engage in Live Interaction daily.

Cohorts may be combined. (A move to the hybrid model will make the cohort identification important)

Grades TK-K = no fewer than 180 minutes (combined daily live interaction and distance learning)

Grades 1-3 = no fewer than 230 minutes (combined daily live interaction and distance learning)

Grades 4-6 = no fewer than 240 minutes (combined daily live interaction and distance learning)

50/50 Model - English and Target Language (Spanish at Westmont and Montvue/Mandarin at Pantera) Students will receive instruction in both languages daily.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 8:50	Teacher Prep Time		Cohorts A/B Distance Learning	Teacher Prep Time	
8:00 am - 8:50 am Distance Learning	Cohorts A & B			Cohorts A & B	
8:50 am - 12:15 pm  Live Interaction or Distance Learning	Cohort A (May be combined with Cohort B)			Cohort B (May be combined with Cohort A)	
12:15 pm - 12:45 pm	Teacher Lunch				
12:45 pm - 3:00 pm Distance Learning/Daily Live Interaction/Office Hour	Cohort B (May be combined with Cohort A)		Cohorts A/B Daily Live Interaction 1:20 pm - 2:10 pm	Cohort A (May be combined with Cohort B)	
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning and may be assigned to interventions.					
Monday - Friday students can pick up their breakfast and lunch at Emerson, Ganesha, Garey, Golden Springs, Palomares or Washington					

### Dual Language Hybrid Instructional Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am - 12:30 pm  Nutrition 9:45 am - 10:00 am	Cohort A English In-Person  Cohort A Target Language In-Person		Cohorts A & B Distance Learning	Cohort B English In-Person  Cohort B Target Language In-Person Distance Learning for Both Cohorts	
12:30 pm - 12:45 pm	Student Lunch (Grab & Go)		Student Break	Student Lunch (Grab & Go)	
12:45 pm - 1:15 pm	Teacher Lunch				
8:00 am - 1:00 pm Distance Learning	Cohort B Distance Learning English Teacher with Target Lang Students  Cohort B Distance Learning Target Language Teacher with English Lang Students		Cohorts A & B Daily Live Interaction 1:20 pm - 2:10 pm	Cohort A Distance Learning English Teacher with Target Lang Students  Cohort A Distance Learning Target Language Teacher with English Lang Students	
1:20 pm - 2:10 pm	Cohort A or B Distance Learning with Teacher				
2:10 pm - 3:00 pm	Teacher Prep-Time				
Wednesday, for members, is reserved for Site/District Professional Learning and Collaboration, Daily Live Interaction with the Cohorts and Teacher Prep Time. While one cohort is receiving live interaction, the alternate cohort is participating in Distance Learning and may be assigned to interventions.					
Monday - Friday students who are scheduled for Distance Learning can receive their breakfast and lunch at their assigned site.					