



Cecily Myart-Cruz
UTLA President (3.9.2021)

ATTACHMENT A



Elementary Hybrid Instruction **ETK-5(6)**

To minimize student re-organization and maintain continuity with an emphasis on resocialization, the social emotional well-being of our students and the enhancement of classroom communities, there will be two cohorts, am and pm. Such cohorts will be created based on parent survey responses and staffing considerations.

Such cohorts shall be either:

- Two (2) in person cohorts
- Two (2) remote cohorts
- One (1) in-person and one (1) remote cohort.

No simultaneous teaching will be required in any hybrid instruction cohort. All in-person cohorts shall maintain a minimum of six (6) feet physical distancing between students and staff at all times.

1. Teachers that remain remote for health reasons will continue to provide instruction virtually, and are supported with an in-person substitute.
2. The 30-minute extension of the school day outlined below shall be compensated at the members hourly rate.
3. A twenty-minute transition period shall be provided between cohorts.
4. For the term of this sideletter, there will be no Breakfast in the Classroom (BIC) and students will participate in the grab and go program for meals.
5. Members shall not be required to provide supervision during the 20 (twenty) minute recess time in any of the cohorts.
6. Elementary schools shall follow the schedules below:
 - Grades CSPP/ETK/TK/K/1: Cohort A/8:00 am-11:00 am and Cohort B/12:00pm-3pm
 - Grades 2/3: Cohort A/8:15 am-11:15 am and Cohort B/12:15 pm-3:15 pm
 - Grades 4/5/6: Cohort A/8:30 am-11:30 am and Cohort B/12:30 pm-3:30 pm

Any variations to the staggered start times above shall be approved by the school's Local School Leadership Council.

7. For the duration of this sideletter, teachers shall be expected to be on campus 21 (twenty-one) minutes prior to the beginning of morning instruction and 10 (ten) minutes after the conclusion of afternoon instruction.
8. California State Preschool teachers shall be provided two and a half additional hours per week to plan and shall be compensated at their hourly rate. Such hours will be completed at the teacher's discretion.
9. For school sites with Prop. 39 co-located charter schools, the respective District and charter school administrators and the Campus Co-Location Advisory Team shall meet at

least two weeks prior to the District’s hybrid reopening to discuss any necessary adjustments to the existing Shared Use Agreement to address student and staff health and safety. The Campus Co-Location Advisory Team will consist of the UTLA Co-location Coordinator, the school principal, and may include the Plant Manager and a parent. Amendments to the Shared Use Agreement must be mutually agreed upon by both the co-located District and charter school administrators, as outlined in Bulletin 5532.1.

10. Staff at schools with a Dual Language program shall re-purpose a staff/faculty meeting, at least two weeks prior to the District’s hybrid reopening, to make necessary adjustments to schedules to maintain the integrity of the program.
11. Staff at schools who are participating in increased inclusion opportunities shall hold a steering committee meeting at least two weeks prior to the District’s hybrid reopening to make necessary adjustments to schedules to maintain the integrity of the program.
12. Principals may hold up to two (2) faculty meetings per month on Mondays from 3:00-3:30 pm.

AM/PM SCHEDULES

TIME	MONDAY
8:00AM-10:30AM	COHORT A
10:30AM-11:30AM	<ul style="list-style-type: none"> • 40-Minute Duty Free Lunch for Teachers • On-site brunch for Cohort A/Cohort B students who participate in BTB program • Classroom cleaning occurs between cohorts
11:30AM-2:00PM	COHORT B
2:00-3:00	Professional Development

TIME	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00AM-11:00AM	COHORT A	COHORT A	COHORT A	COHORT A
11:00AM-12:00PM	<ul style="list-style-type: none"> • 40-Minute Duty Free Lunch for Teachers • On-site lunch for Cohort A/Cohort B students who participate in BTB program • Classroom cleaning occurs between cohorts 			
12:00PM-3:00PM	COHORT B	COHORT B	COHORT B	COHORT B