

Article 19

ARTICLE 19 - WORKDAY

19.2 Instructional time shall average the following:

<u>Level</u>	<u>Average Minutes Per Day</u>
TK-K	200 minutes *
1-3	310 minutes
4-5	310 minutes
6-8 Elementary	310 minutes *** (to include passing time), not to exceed two (2) passing periods for core instruction
6-8 Secondary	335 minutes** (to include passing time), not to exceed five (5) instructional passing periods
7-8	310 minutes at Elementary Schools following an elementary model that do not include passing time
9-12	372 minutes ** (to include passing time), not to exceed five (5) instructional passing periods

* These minutes refer specifically to student instruction time. TK/Kindergarten teachers are expected to work with students during the 7 ¼ hour workday similar amounts of time as other elementary unit members.

** These minutes may not apply to continuation, opportunity, and certain ~~special day classes~~ self-contained Special Education classes.

*** Instructional minutes for the core subjects at a given site shall have the same number of minutes.

19.3

- c. Four (4) hours of the ~~sixteen (16)~~ **fourteen (14)** hours shall be assigned to the Special Education Office for staff members involved in consortium or district level activities. Itinerant specialists involved in two (2) or more sites may be paid at the prevailing hourly rate after using the above four (4) hours of adjunct. Money (\$1,500+) will be set aside for Special Education to pay for other consortium or district level activities out of extended day funds. Initial special education related meetings will be the responsibility of the individual school site for enrolled school-age students.

19.4 Preparation Time

Each elementary **unit member** ~~classroom teacher (to include elementary P.E., music, art, and elementary school librarians)~~ will be granted ~~work~~ **preparation** periods within the school day of at least two hundred fifty (250) minutes, excluding passing time, spread over ten (10) days. **Every Elementary Unit Member shall have at least 30 uninterrupted minutes per day at the beginning or end of the day in addition to their release time. This shall be considered the Elementary Model.** Secondary **unit members** ~~teachers~~ will be granted ~~work~~ **preparation** periods equivalent to an instructional period of that school. **This shall be considered the Secondary Model.** No students will be assigned to the teacher during ~~this work~~ **their preparation period in either model.** In emergencies (other than scheduled absences), the principal may require the teacher to cover a class on the teacher's ~~work~~ **preparation** period. Time spent to cover a class will be reimbursed as in-lieu time per Article 19.8. **No meetings or other duties shall be assigned during this preparation period without the agreement of the unit member.**

- a. ~~Sixth, seventh and eighth grade teachers~~ **unit members** at K-8 schools will receive a **45 minute** preparation period **each day**, ~~as if they were a 1-6 grade teacher.~~
- b. ~~Sixth grade teachers~~ **Unit members** at 6-8 middle schools **and High Schools** will receive a preparation period ~~as if they were a secondary teacher~~ **according to the Secondary Model.**