



# VALENCIA HIGH SCHOOL

"Learning For Life"

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## MEMORANDUM

To: Jayme Allsman, President, Hart District Teachers Association (HDTA)

From: John Costanzo, Principal Valencia High School *jc*

Date: April 24, 2017

### **RE: Site Based Vote- Late Start Wednesday Proposal**

I am submitting this communication in accordance with Article XXXVII of the Hart District Certificated Contract. On Wednesday, March 29, Thursday, March 30 and Friday, March 31, 2017, the certificated faculty of Valencia High School held a vote for a site based decision regarding the implementation of a Late Start Wednesday schedule for the 2017-2018 school year. The language of the ballot and the proposed calendar are included for your review.

- It was determined that 140 certificated staff members were permitted to vote on this proposal
- Proper procedures as outlined by the HDTA leadership were followed
- It was determined that 105 votes were necessary to for the proposal to pass (75% of 140)

The results of the Site Based Decision vote are as follows:

- 140 Eligible Voters
- 105 Yes Votes
- 30 No Votes
- 1 Invalid (counted as a no vote)
- 4 non-voters (counted as no votes)

The proposal passed with 75%.

Thank you,

Valencia High School Site-Based Decision (Late Start Wednesday)  
Implementation for 2017-18 school year

In accordance with article XXVIII (38) of the "Contract Agreement" between WSHUHSD and HDTA, this site-based decision is a proposal to implement a modified late start Wednesday schedule. The purpose of the modification is to: provide all staff the opportunity to participate in site responsibilities (Professional Development, Staff and Department meetings); create time for student support built into the workday(8:00-8:50); increase staff participation/attendance without affecting after school programs or violating education code regarding a duty free lunch. Included is the bell schedule for those days, a weekly calendar for the entire year of the general content to be addressed on each day, and definitions of terms and intent. Also addressed are certain modifications that must be made to accommodate this schedule. During years of WASC, time necessary to complete tasks will equitably supplant each of the four categories.

Evaluation will be based on attendance, assessment of professional development, staff meeting agendas, and documented progress toward achievement of individual, department, and site goals.

**LATE START WEDNESDAY**

<b>Meeting (Staff)</b>	<b>8:00-8:50 AM</b>
<b>Period 1</b>	<b>8:55-9:35 AM</b>
<b>Period 2</b>	<b>9:40-10:20 AM</b>
<b>First Brunch</b>	<b>10:20-10:34 AM</b>
<b>Period 3A</b>	<b>10:26-11:06 AM</b>
<b>Period 3B</b>	<b>10:40-11:20 AM</b>
<b>Second Brunch</b>	<b>11:06-11:20 AM</b>
<b>Period 4 (w/ VTV)</b>	<b>11:26-12:09 PM</b>
<b>Period 5</b>	<b>12:15-12:55 PM</b>
<b>Lunch</b>	<b>12:55-1:30 PM</b>
<b>Period 6</b>	<b>1:35-2:15 PM</b>
<b>Period 7</b>	<b>2:21-3:01 PM</b>

\_\_\_\_ Yes - I vote to approve the late start Wednesday schedule for 2017-18

\_\_\_\_ No - I vote to keep the standard bell schedule for all full length days using minimum days for professional development

August		January
Week 0 - (M)-Staff/Dept (T)-PD (W)Teacher		
Week 1 - Professional Development		Week 1 - Professional Development
Week 2 - Department		Week 2 - Department
Week 3 - Back to School (NO LATE START)		Week 3 - Staff Meeting
		Week 4 - Professional Development
September		February
Week 4 - Professional Development		Week 4 - Professional Development
Week 5 - Department(B)/Office Hours (A)		Week 5 - Department/Office Hours (A)
Week 6 - Department(A)/Office Hours (B)		Week 6 - Department/Office Hours (B)
Week 7 - Staff Meeting		Week 7 - Staff Meeting
October		March
Week 8 - Professional Development		Week 8 - Professional Development
Week 9 - Department		Week 9 - Department Meetings
Week 10 - District Min. Day (NO LATE START)		Week 10 - District Min. Day (NO LATE START)
Week 11 - Staff Meeting		Week 11 - Staff Meeting
November		Week 12 - Open House (NO LATE START)
Week 12 - Professional Development		April
Week 13 - Department/Office Hours (A)		Week 13 - Spring Break
Week 14 - Department/Office Hours (B)		Week 14 - Staff Meeting
Week 15 - Staff Meeting		Week 15 - CAASPP
		Week 16 - CAASPP
December		May
Week 16 - Senior Projects (Reverse Min Day)		Week 17 - Office Hours (All)
Week 17 - Office Hours (All)		Week 18 - Senior Projects (Reverse Min Day)
Week 18 - Finals Week (NO LATE START)		Week 19 - Professional Development
		Week 20 - Department Meetings
		Week 21 - Finals
(A) = English, Science, SPED, Social Studies		(B) = Math, Languages, PE, All Arts

## Definitions

**Staff Meetings:** Includes minimum 10 minutes HDTA; School-wide business/goals - NOT district directed PD

**Department Meetings:** Department business; dissemination of information; Collaboration on department goals

**Professional Development:** District directed focus, currently Common Core, Anchor Standards, Classroom Strategies etc.

**Office Hours:** Teacher structured time in classroom - Intended for student contact - No mandatory student activities

8:50-9:40: 1st period: Non-teaching for those without a class; School-wide intervention program; No mandatory student/staff activities