



William S. Hart Union High School District

Sequoia School

Sequoia School is a Special Education Campus where teachers and therapeutic staff focus on academic progress and social-emotional development.

November 5th, 2019

Memorandum

To: Dr. Michael Vierra, Assistant Superintendent of Human Resources

From: Dr. Catherine Nicholas, Principal Sequoia School

RE: Site Based Vote - 7 Period Daily Schedule vs. 6 Period Daily Schedule

I am submitting this communication in accordance with Article XXXVII of the Hart District Certificated contract. On Monday, November 4th, 2019 the certificated faculty of Sequoia School held a vote for a site based decision regarding keeping the 7 period daily schedule that became effective January 2019 or revert back to the 6 period daily schedule. The decision of the voting would become effective January 2020. The language of the ballot is attached for your review.

It was determined that **9 certificated staff members** were permitted to vote on this proposal. Proper Procedures as outlined by HDTA were followed. It was determined that **7 votes** were necessary for the proposal to pass (75% of 9 = 6.75).

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

Yes Votes: 7

No Votes: 2

The motion to keep the 7 period daily schedule passed with 7 yes votes.

Thank You,

Dr. Catherine Nicholas
Principal, Sequoia School



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Sequoia School Site Based Decision

**(Keep 7 period daily schedule or go back to 6 period daily schedule)
Implementation for January 2020 (Spring Semester)**

In January 2019, certificated staff voted in accordance with Article XXVIII (38) of the “Contract Agreement” between WSHUHSD and the HDTA, for a site based decision of a proposal to implement a 7 period daily schedule. There were two purposes for this modification.

First, it allowed for credit deficient students to access another course each semester. This will allow for credit recovery while maintaining a traditional semester calendar.

Second, it allowed teachers to prepare and hold IEPs as well as prepare for their 5 preps during a designated time.

Modifications to the daily schedule, late start schedule, and minimum days schedule were made to reflect the change which allowed for accurate educational minutes.

Sequoia has been running on the 7th period schedule since January 2019. Current voting is to determine whether to keep the 7th period daily schedule or revert back to the 6th period daily schedule.

Bell Schedule Ballot 2019 - 2020

7 Period Daily Schedule

Home Room (Same Class as Pd 1)	8:00 AM	8:10 AM
Period 1	8:10 AM	9:01 AM
Period 2	9:03 AM	9:54 AM
Brunch/Nutrition	9:54 AM	10:09 AM
Period 3	10:10 AM	11:01 AM
Period 4	11:03 AM	11:54 AM
Period 5	11:56 AM	12:47 PM
Lunch	12:47 PM	1:19 PM
Period 6	1:21 PM	2:12 PM
Period 7	2:14 PM	3:05 PM

6 Period Daily Schedule

Home Room (Same Class as Pd 1)	8:00 AM	8:10 AM
Period 1	8:10 AM	9:12 AM
Period 2	9:15 AM	10:13 AM
Brunch/Nutrition	10:13 AM	10:27 AM
Period 3	10:30 AM	11:28 AM
Period 4	11:31 AM	12:29 PM
Lunch	12:29 PM	1:03 PM
Period 5	1:06 PM	2:04 PM
Period 6	2:07 PM	3:05 PM

7 Period Late Start

Home Room (Same Class as Pd 1)	8:30 AM	8:38 AM
Period 1	8:38 AM	9:25 AM
Period 2	9:27 AM	10:14 AM
Brunch/Nutrition	10:14 AM	10:29 AM
Period 3	10:30 AM	11:17 AM
Period 4	11:19 AM	12:06 PM
Period 5	12:08 PM	12:55 PM
Lunch	12:55 PM	1:27 PM
Period 6	1:29 PM	2:16 PM
Period 7	2:18 PM	3:05 PM

6 Period Late Start

Home Room (Same Class as Pd 1)	8:30 AM	8:44 AM
Period 1	8:44 AM	9:37 AM
Period 2	9:40 AM	10:33 AM
Brunch/Nutrition	10:33 AM	10:47 AM
Period 3	10:50 AM	11:43 AM
Period 4	11:46 AM	12:39 PM
Lunch	12:39 PM	1:13 PM
Period 5	1:16 PM	2:09 PM
Period 6	2:12 PM	3:05 PM

7 Period Minimum Day

Home Room (Same Class as Pd 1)	8:00 AM	8:04 AM
Period 1	8:04 AM	8:39 AM
Period 2	8:41 AM	9:16 AM
Period 3	9:18 AM	9:53 AM
Brunch/Nutrition	9:53 AM	10:08 AM
Period 4	10:09 AM	10:44 AM
Period 5	10:46 AM	11:21 AM
Period 6	11:23 AM	11:59 AM
Period 7	12:01 PM	12:36 PM

6 Period Minimum Day

Home Room (Same Class as Pd 1)	8:00 AM	8:07 AM
Period 1	8:07 AM	8:47 AM
Period 2	8:50 AM	9:30 AM
Period 3	9:33 AM	10:13 AM
Brunch/Nutrition	10:13 AM	10:27 AM
Period 4	10:30 AM	11:10 AM
Period 5	11:13 AM	11:53 AM
Period 6	11:56 AM	12:36 PM

_____ Yes - I approve to keep the 7 Period Daily Schedule

_____ No - I vote to revert back to the 6 Period Daily Schedule

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*7 Period Bell Schedule vs. 6 Period Bell
 Schedule Ballot Votes*

<i>Date & Time</i>	<i>Name</i>	<i>Title</i>
11.4.19	Catherine Nicholas	Principal <i>Catherine Nicholas</i>
11.4.19	James Mackey	Program Specialist <i>Via Email (email included)</i>
11.4.19	Shazia Shah	School Psychologist
11.4.19	Brandy Abernethy	Teacher <i>[Signature]</i>
11.4.19	Lizbeth Benavides	Teacher/Counselor <i>Lizbeth Benavides</i>
11.4.19	Fidel Garcia	Teacher <i>Fidel Garcia</i>
11.4.19	Priscilla Lofton	Teacher <i>[Signature]</i>
11.4.19	Laura Lopez	Teacher <i>[Signature]</i>
11.4.19	Andrew Raskin	Teacher <i>[Signature]</i>

(via email included)