

## **ATTACHMENT B: WORK SCHEDULE**

- School year: Valdez teachers shall work the same number of days as other DPS teachers unless the TLC determines that teachers will work additional days as indicated below.
- Teacher's work hours: Teachers will be expected to work forty (40) hours per week plus any additional hours that they deem necessary for successful teaching. The teacher work schedule will be 8:00 am until 4:00 pm, Monday through Friday. Valdez reserves the right to change the work schedule; any changes will be proposed by the TLC and ratified with a vote of 75% of the staff affected by the change.
- Amount of professional development or other meetings: We will continue to plan differentiated PD in order to meet the needs of the teachers. We will continue to minimize meeting time and maximize efficiency and efficacy of meetings. We will likely continue our current PD meeting schedule. We will strive to limit weekly meetings to a total of 120 minutes, including: professional development, business, data teams, vertical teams, and grade level teams. However, it will be at the discretion of the TLC to limit or exceed meeting times as needed throughout the year. All efforts will be made to plan staff meetings as far in advance as possible. Any change in the number of regularly scheduled weekly meetings which exceeds 120 minutes must be approved by a vote of 75% of the staff. (Note: we have rarely met the 120 minutes maximum per week this year.)
- Requirements of summer professional development: At times, teachers may be required to attend work or training in the summer; however such time will be minimized and determined by the TLC. Any summer work will be scheduled as far in advance as possible and will be prioritized for the weeks directly after or before school ends/starts.
- Teacher's planning time: We will strive to **increase** teacher planning time each day/week. Teachers will have a minimum of two hundred (200) minutes of planning time each week (160 minutes for a four-day week). The TLC will strive to create a teacher work schedule that provides at least forty (40) minutes of uninterrupted planning time each day, within the regular work day. Teacher planning time may be clustered each week so as to provide more-concentrated team, PD, or individual work time.
- Attendance of evening meetings: Teachers will be required to attend up to three evening events each year and may be required to attend additional evening events. The TLC will determine if teachers are required to attend more than three evening events per year.

Teachers will be compensated for work or meeting time that exceeds the 40 hour work week when it is mandated by the administration, TLC or LT. This does not include committee work as teachers make a choice to be part of a committee, nor does it include any meetings where attendance is optional. It does include mandatory professional development, team planning, parent education nights and open houses (beyond the 3 required evening events a year). Mandatory summertime professional development will also be compensated. Teachers will be

compensated at a rate equal to or above the districts agreed upon "extra duty pay."

We recognize that frequently teachers have an urgent need to meet, plan or attend training on topics which directly impact student achievement. If extra duty pay is not available, or mandatory meetings have already exceeded the limits set for the week or summer, a vote can be taken to waive these limitations. The vote must receive 75% approval of the teachers who will be required to attend the meeting in question.

