

Proposed BLT Contract Language, 2020-21

Bargaining Leadership Team (BLT) – Instructional Employees

1. Article 5.08, Planning

1. SDOC Proposal: Planning

Date: March 05, 2020; October 22, 2020

5.08 Planning

5.08-1 Planning time is essential and ~~will~~shall be granted to those teachers engaged in classroom instruction. Planning time shall be free of supervisory duty and appropriate to the instructional assignment. The length of planning time shall be equal to one (1) regular period of instruction in middle and high school or equal to forty-five (45) consecutive minutes per day in elementary school. Unique schedules constructed with teacher involvement and approval may vary from the norm. ~~(08/17/05)~~

5.08-2 Planning can include professional responsibilities such as lesson planning, grading, parent phone calls/ conferences, Exceptional Student Education (ESE) Individual Education Plan (IEP) meetings, English Language Learner (ELL) Language Education Plan (LEP) meetings, AIP Multi-Tiered Systems of Support (MTSS) meetings, grant writing, and attendance at non-mandatory in-services. ~~Student meetings mandated by statute will be scheduled based on the instructor's calendar(s). Such meetings may need to be scheduled to accommodate parental/guardian needs. (08/17/05)~~ Student meetings mandated by state or federal law shall be scheduled in advance based upon the classroom teacher's calendar at a mutually agreed upon time. Such meetings shall be scheduled efficiently in order to accommodate parents' needs and to minimize, when feasible, the impact on individual classroom teacher planning time.

5.08-3 Elementary teachers shall not be required to remain in the classroom when a special area teacher (art, music, ~~P.E. physical education~~, etc.) is conducting their class. This time should be utilized as a planning period.

5.08-4 Teachers shall not be restricted to a particular work location for their preparation period, or isolated from other teachers on planning time.

5.08-5 Collaborative Planning

- Classroom teachers may be required to meet for the purpose of collaborative planning during regular contractual work hours ~~on early release Wednesdays or times outside of individual teacher planning time that do not conflict with other contract language.~~
- Classroom teachers may voluntarily continue to meet as a group more often for multiple purposes. Voluntary shall be defined as arising from one's own free will and acting on one's own initiative. Voluntary shall be free of any coercion or arbitrary and capricious act.
- Deliverables of collaborative planning (e.g., lesson plan, unit plan, formative assessment, data analysis, professional development, etc.) may be required to document that the collaborative planning time is beneficial and reduces teacher workload. Meeting minutes shall not be required.
- "Data chats" shall not be scheduled during individual teacher planning times but may be scheduled during collaborative planning times ~~on early release Wednesdays.~~ Classroom teachers shall not be required to transpose student data to recreate

information that already exists in a currently available state or School District data report.

- Classroom teachers who are the sole classroom teacher of a subject area may participate in a professional learning community at the school or a School District virtual professional learning community online.
- District Assistant Superintendents for Curriculum and Instruction and school principals shall provide opportunities to classroom teachers for the purpose of re-training and clarifying the role and functions of higher-functioning PLC's throughout the school year.
- The Director of School Improvement with the cooperation of the District Assistant Superintendents for Curriculum and Instruction and school principals shall survey classroom teachers regarding collaborative planning and PLC's at least once per school year and share the results with OCEA.
- If individual classroom teacher planning is affected beyond the above exceptions, then classroom teachers shall be given an equivalent amount of time for individual classroom teacher planning on an early release Wednesday within the same month or the immediately following month.

[Tentative Approval Date: October 22, 2020]

Initials: _____