

TIME AND LEARNING AGREEMENT

PREAMBLE

The Newton School Committee (the Committee) and the Newton Teachers Association (the Association) acknowledge that the Time and Learning regulations issued by the Department of Education pursuant to its mandate under the Education Reform Act of 1993 warrant a change in the existing practices with respect to total teacher hours of employment, length of school day, and work load. In an effort to develop mutually satisfactory changes in the afore-mentioned existing practices, the parties hereby agree on the following Time and Learning changes*:

ELEMENTARY SCHOOLS

1. Thursdays will be a regularly scheduled day, eliminating the “Thursday Afternoon Program.”
2. The Newton Public Schools will offer citywide professional development during the regular school day in either a half or full day timeframe. Teachers will be released from their regular teaching duties during this time, and the district will provide appropriate coverage.
3. Tuesday afternoon release time will be used as follows:
 - Building principals may schedule one staff meeting per month from 1:15 to 3:20.
 - The parties agree to set aside three (3) or four (4) Tuesday afternoons per month (three when there are four Tuesdays in a month and four when there are five) for one hour of Professional Learning Community (PLC) time and one hour of personal planning time.
 - The district reserves the right to use 4 hours per year from this personal planning time for urgent, unexpected, or mandated district-wide staff training or professional development.
 - Beginning in the 2017-2018 school year, Special Education Teachers, ELL Teachers, and special area teachers have an average of 4 hours per month unassigned on Tuesday afternoons. Special Education Teachers and ELL Teachers act as consultants for grade level PLC teams and attend those meetings as needed up to 1 hour per month, with the remaining 3 hours being reserved for personal planning.
 - Specialists, ELL teachers and Special Education Teachers (e.g., SW/Psych, OT, Learning Center, Speech/Language, PE, Art, Music, Library etc.) may have up to one Tuesday meeting per month with members of their respective departments in addition to the building staff meetings.
 - Special Education Teachers and ELL Teachers will have an average of three (3) hours of personal planning time each month, with flexibility from month to month. They may participate in PLC’s on the remaining Tuesdays. While on occasion building or

other administrators may request and/or require that these educators attend a particular PLC, the professional judgment of the educator concerning when and how to most effectively participate in PLC's should be respected.

- Social Workers and Psychologist and Specialist teachers will continue to reserve one Tuesday per month to use as a job alike PLC.
- Instructional coaches will modify their schedules to allow for the equivalent of the Tuesday planning time during the school day so that they can attend the maximum number of PLCs.
- Teachers will continue to use the Tuesday afternoons adjacent to the two early release teacher discretion Thursdays at their discretion. (See the replacement language below for section 11 of the Elementary Section of the Time and Learning Agreement.)

4. The Elementary Oversight Committee with an equal number of members appointed by the Committee and the Association will continue to meet for the purpose of overseeing implementation of the Agreement and resolving related problems.

A joint subcommittee of the Elementary Oversight Committee will be established for the express purpose of overseeing the Thursday Afternoon Program.

5. There will be one (1) faculty meeting per month.
6. The hours for students will be four (4) days (M, W, Th, F) from 8:35 AM to 3:00 PM, and one (1) day (Tuesday) from 8:35 AM to 12:30 PM.
7. The district will schedule six (6) early release Thursdays per year at approximately six (6) week intervals. Of these six, four may be used for district or building based professional development or training, and two shall continue to be used at the teachers' discretion during the elementary conference periods.
8. The Committee will have the option, beginning with the 2016-2017 school year, to permanently change the Tuesday elementary dismissal time to 12:45 pm from 12:30 pm. If the Committee exercises this option and if the terms of the Memorandum of Agreement (MOA) dated April 27, 2015, which changed the start time to 8:25 am are no longer being observed, then the restriction on the use of additional time for social and emotional learning purposes will remain in effect through the 2017-2018 school year as described in the MOA.

If the Committee exercises this option, preparation time for all elementary school teachers will, at the same time, increase to a minimum of 180 minutes per week. This increase will be effective concurrent with the change in the elementary dismissal time. The Tuesday elementary school day for teachers will remain the same length, even with contact time increasing by fifteen (15) minutes. The thirty (30) minute duty free lunch time, as well as allocation of adequate travel time for teachers, remains in effect.

The School Committee and the Association acknowledge that there may be recommendations from a Joint Committee to be established during the 2015-2016 school year (pursuant to the clause "Elementary/Middle School Time Issues: Thursday

Afternoon Program”) that may lead to changes in this Committee option. Any such changes are subject to approval by the Committee and the Association.

MIDDLE SCHOOLS

1. The week shall consist of four (4) days of 6.5 hours and one (1) day of 5.75 hours, for a total of 31.75 hours (1905 minutes) per week. The goal is to minimize the spread in the start/stop time among the 4 schools.
2. There will be up to four (4) special early release days during the year when students are dismissed at 11:30 AM.
3. Teachers will have up to 1,215 minutes/week of contact time with students.
4. Teachers will have one (1) duty-free lunch period/day based on the building schedule.
5. Team teachers will have up to two (2) periods/week for scheduled cluster/team meetings.
9. Teachers (e.g., SPED teachers) who are regularly scheduled for more than two (2) meetings per week will be compensated with additional preparation time for scheduled meetings above the two (2) per week.
10. Homeroom will continue to be a school-based decision.
11. All teachers will have an average of eight (8) preparation periods/week or forty (40) preparation periods over a five-week period. Preparation time is defined as time during which the teacher has no direct service time with students. It is the goal of the Committee and the Association to balance the teaching load of all teachers equitably.
12. Homeroom, lunch and passing time are not counted as part of 1,215 minutes/week.
13. Team teachers will have up to 4 sections in their core subject. Non-team teachers will teach up to 25 periods/week.
14. The Committee and Administration do not intend to make any significant changes in the split between core contact time and other student learning time (OSLT/Academic Responsibilities) beyond what is in the proposed schedules for 2001-2002.
15. The Committee and the Administration will consult the Association prior to any significant changes being made to the split between core contact time and OSLT/Academic Responsibilities. The Committee recognizes its obligation to bargain with the Association over mandatory subjects of collective bargaining.
16. The Middle School Oversight Committee, with an equal number of members appointed by the Committee and the Association, will continue to meet for the purpose of overseeing implementation of the Agreement and resolving related problems.