

Collaboration Task Force
April 17, 2019
8:00 am to 11:30 am

Purpose: The topic consistently brought up from staff was a request for additional collaboration time. A Collaboration Task Force was created to review options to see if there is any opportunity to increase this time. This task force is not a decision-making entity but rather a committee to provide recommendations to the district.

A principal and teacher representative from each school attended the meeting with the exception of Farson. Farson staff were out of the District for a training. Academic directors also participated on the Task Force.

Pre-meeting Information

<https://www.americanprogress.org/issues/education-k-12/reports/2017/02/23/426723/reimagining-the-school-day/>

Background Information

- Feedback from community on 4-day week
- Minimum required hours for each grade level (lunch does not count)
 - Elementary: 20 minutes for lunch
 - Secondary: 30 minutes for lunch
- Review Suggestions
- Start/Stop Times
- Public Forums
- Small group work
- Current Planning Time:
 - Elementary: 50 minutes per day
 - Junior High: 75 minutes per day
 - High School: 85 minutes per day
 - BBHS: 53 minutes per day
 - Wamsutter: 40 minutes day
 - Farson: Elementary – 50 minutes per day and 100 minutes per day for middle and high school
- Specials Rotation 7 days
- Contract Time: 7.58 Hours per day—don't go over 8 hours per day

Wants/Needs

- Uninterrupted longer PLC
- More Planning
- Shorten Elementary Day
- Burn out—built in time
- Principals in PLC
- PD must be outside of instructional time (Free up sub money – possible specials teacher)
- Extended day option (Free up money for an additional specials teacher)
- Transportation

Generating Ideas

- Team 10:

- Idea 1: Early release for Wamsutter, Elementary and BBHS (1 day per week) and RSHS/RSJH stay the same
- Idea 2: All in this together—For staff: Cut 20 min off of every school day with a later start time (add 100 minutes onto Tues (50 min for a total of 70 minutes) /Thurs (50 min for a total of 70 minutes) contract time) Collaboration can be done in the morning or afternoon.
- Team 7:
 - Idea 1:
 - K-6: Earlier start time—PLC time at the end of the day. The contract time is the same but elementary has time for PLC and extended day options (during contract time and turn money back for extra specials teachers) extended day PLC options and rotating PLC (vertical/horizontal/whole staff or room time) loss of 16 days of instruction (116 hours) time
 - Secondary: take off 20 minutes---later start times, use extra time for PLC time, concerns with college schedule, busing schedule and extra-curricular activities
 - Set time to video conferencing in with Wamsutter and Farson-Eden
- Team 3:
 - Idea 1:
 - Elementary schools: Earlier start time and students will leave at 1:55 there is PLC time is 1:55 to 3:45. Saves on extended day budget and all teachers get planning time (5 hours 25 minutes per day)
 - Idea 2:
 - Late Start or Early Release, meet one time a week, not Friday (Tuesday/Wednesday), modified schedule with 45 minute specials those days, attractive to community
- Team 5:
 - Idea 1: Not change times at all, looked at K-6 getting the concept of the 4-day even though it wasn't approved. Doing a skip-a-day for specials in the rotation—on Fridays (with a 6th day rotation) we could save some afterschool money. Every other Friday is a no specials day. On Friday they could do collaboration in the morning. Afternoon would be enrichment/remediation time with students that staff (rotating) would support. (Planning PLC time or open planning time on Fridays for staff).
- Team 8:
 - Dismiss 1.5 hours early (give additional 3 PLC hours per month), Option 2 from last year
- Team 9:
 - Added in additional time (contract time 8 hours) with a later start for secondary
- Team 1:
 - Send students home earlier—buses schedule, added additional time for secondary (9 to 4) which aligns for extracurricular activities
- Team 2:
 - Similar to others—early release
- Team 4:
 - Same as others

- Team 6:
 - Nothing new—same as others
- Team 9:
 - Changed schedules for Elementary and Secondary, additional collaboration time at the end of the day

Communication Ideas

- Survey on teacher preferences: Use a Likert scale to gather thoughts and ideas on late start, early release not the specifics
- Capturing the ideas of today and communicating with staff
- Using feedback from surveys and ideas to communicate with staff
- Recruiting community input
 - Write up proposals and rational – Committee members share to staff and stakeholders for each school (at each school) the communication moves from central office to schools and might be approachable and making sure the message is consistent
- Timetable is ASAP—staff and community needs to know but must follow process
- Final decision by policy (Superintendent recommendation and Board of Trustees)
- Community Impact—we have to give the community time to give input into the decision

Will of the group: This year or next year