

The background features a white space with abstract blue geometric shapes on the right side, including overlapping triangles and polygons in various shades of blue.

2021-2022 Instructional Planning

May 20, 2021

Instructional Schedule Considerations

- ❖ 8:30 am Start Time to address new state law
- ❖ Consistent District-wide Schedule
- ❖ 4 Days of Block Schedule & 1 day for Periods 1-7
- ❖ Tuesday & Thursday will be the “Even” to allow for earlier release for Athletics
- ❖ Staff and Professional Collaboration time 2X week
- ❖ Tutorial/Flex Time for 40 minutes 2X week
- ❖ Increase in passing period
- ❖ Meets (exceeds) the Instructional Minute State Requirement: **64800**

Updates to Instructional Schedule Considerations

- ❖ Provides for a seamless shift to Hybrid, Virtual or another similar model to account for the continued uncertainty of Fall 2021
- ❖ Minutes adjusted for periods to end and start at consistent times.
- ❖ Consistent Lunch & Break for Block Days and on Monday Schedule

Mon	Tue	Wed	Thu	Fri
	<ul style="list-style-type: none"> • Before 8:30: Students may arrive early as needed & Zero period classes will be available • 90 minute blocks- 4x a week • 345 instructional minutes on Tues/Thurs, 390 instructional minutes on Wed/Fri, 385 on Monday • 65,090 Instructional Minutes, 365 minutes over the state minimum with nine embedded PD days, two minimum days and 6 finals schedule days • Extra minutes in 4th period to account for announcements 			
1 8:30-9:20	Period 2 8:30-10:00	Period 1 8:30-10:00	Period 2 8:30-10:00	Period 1 8:30-10:00
2 9:25-10:15 Brunch	Brunch 10:00-10:20	Brunch 10:00-10:20	Brunch 10:00-10:20	Brunch 10:00-10:20
3 10:30-11:20	Flex Time/Tutorial 10:20-11:00	Period 3 10:20-11:50	Flex Time/Tutorial 10:20-11:00	Period 3 10:20-11:50
4 11:25-12:20 Lunch 12:20-12:55	Period 4 11:10-12:45	Lunch 11:50-12:30	Period 4 11:10-12:45	Lunch 11:50-12:30
5 12:55-1:45	Lunch 12:45-1:25	Period 5 12:30-2:00	Lunch 12:45-1:25	Period 5 12:30-2:00
6 1:50-2:40	Period 6 1:25-2:55	Period 7 2:10- 3:40	Period 6 1:25-2:55	Period 7 2:10- 3:40
7 2:45-3:35	Staff Meeting/Collaboration 3:05- 3:45		Staff Meeting/Collaboration 3:05- 3:45	
<ul style="list-style-type: none"> • 50 minute periods • 5 minute passing period 				

Logistics, Community Support & Communication

- ▶ Collaboration with Partner Districts to mitigate traffic issues
- ▶ SamTrans has been notified and will continue to update them as the schedule is finalized
- ▶ SMUHSD Transportation Department has worked collaboratively to ensure bus routes are adjusted
- ▶ Food and Nutrition Services notified
- ▶ Shared with PTO & DELAC families
- ▶ Family Communication sent out this week
- ▶ Held Office Hours with staff with representatives from most schools attending
- ▶ Received input from dozens of staff members via email and met with some groups
- ▶ Intend to revisit the schedule throughout the next school and convene a committee to make adjustments and collect ongoing input

Benefits of this Draft District-Wide Instructional Schedule

- ▶ Allows for transition to virtual learning if needed for closure
- ▶ Provides more opportunities for teacher collaboration across school sites
- ▶ Can support better homework balance with fewer classes each day to manage
- ▶ Increased passing period to allow for a more humanizing approach to the day
- ▶ Embedded support for students through Tutorial/Flex Time

Benefits of this **Draft** District-Wide Instructional Schedule (Continued)

- ▶ Consistency for families who have children at multiple schools
- ▶ Block schedules allow for more in-depth discussions, inquiry/project based learning & classroom activities and teacher-student interactions
- ▶ Monthly embedded professional learning time for teachers
- ▶ Tuesday/Thursday schedule ends earlier which will decrease the amount of instructional time student athletes miss
- ▶ Consistent schedule across schools allows for virtual/hybrid district courses to be offered district-wide

Areas of Consideration/Concern

- ❖ Our teachers who commute or have part-time positions are impacted by the collaboration at the end of the day
- ❖ Later lunch on the Tuesday/Thursday Schedule due to Flex/Tutorial placement
- ❖ Student Activities (rallies, assemblies) are shifted to Tuesdays or Thursdays
- ❖ Traffic patterns concerns for particular areas of the district
- ❖ Process for determining this schedule was truncated due to the constraints of this year
 - We were not able to engage stakeholders in the process as we would in a “normal” year
- ❖ Certain classes are impacted differently by the 4 days of block periods (math, world language)
- ❖ End Times are inconsistent for students between the Odd & Even days
- ❖ This is a change for teaching staff at some school sites & will need to support the curricular/instructional shift through professional learning & support

Monthly Schedule Through January

San Mateo Union HS Instructional Schedule Proposal

26	1-7 Schedule	No Schedule	
69	Even Block Schedule	Final Exam Schedule	6
69	Odd Block Schedule	Embedded PD Time	8
2	Minimum Day	Reserve for District wide PLC time	
180			

AUGUST

M	T	W	T	F	
2	3	4	5	6	4
PD	PD	W	12	13	5
16	17	18	19	20	5
23	24	25	26	27	
30	31				

SEPTEMBER

M	T	W	T	F	
		1	2	3	2
H	7	8	9	10	9
13	14	15	16	17	8
20	21	22	23	24	
27	28	29	30		

OCTOBER

M	T	W	T	F	
				1	2
PD	5	6	7	8	8
11	12	13	14	15	9
18	19	20	21	22	
25	26	27	28	29	

NOVEMBER

M	T	W	T	F	
1	2	3	4	5	4
8	9	10	H	12	7
15	16	17	18	19	6
22	23	SR	H	H	
29	30				

DECEMBER

M	T	W	T	F	
		1	2	3	3
6	7	8	9	10	3
13	14	15	16	17	4
Winter Break					

JANUARY

M	T	W	T	F	
	W	5	6	7	2
10	11	12	13	14	7
H	18	19	20	21	7
24	25	26	27	28	
PD					