

March 13, 2014

To: Dr. Tom Kingston

Fr: Kristen St. George

Re: Structure change- grade five

Grade five teachers at CMS currently teach in a modified self-contained structure: one teacher is assigned to approximately 27 students providing instruction in Mathematics, English Language Arts, and Social Studies OR Science. Students switch from their 'homeroom' teacher in grade five to another teacher for instruction in either Social Studies or Science. In addition, grade five teachers are provided a schedule for their students assigning times for students to report to lunch, recess, and Unified Arts classes once a day, three of the six days in a cycle and twice a day, three days in a cycle.

Currently grade-five core content teachers are not assigned to duties or obligations beyond their instructional responsibilities. Grade five core teachers and students are provided a lunch block of 35 minutes while all other staff members and students in grade five and grades six through eight are provided a lunch block of 25 minutes. This recommendation does not assume the change in the grade five team structure is tied to a change in contract language related to duties or lunch blocks.

The recommendation to a two-person team model may impact teachers as the change will have teachers:

- assigned to teach either Mathematics and Science OR English Language Arts and Social Studies
- working collaboratively with a team partner, teaching a shared group of approximately 55 students
- provide instruction to one group of the Team's students and then switch to provide instruction to the second group of the Team's students

Areas of priority have been recommended:

- Create schedules for Teams allowing for extended blocks of on-team time to minimize transitions for students.
- Build in scheduled collaboration time for teachers
- Set up a work group to explore how to best support the students' transition
- Set up a work group to explore how to best report out student progress to parents especially looking at how to best schedule parent teacher conferences and how two teachers can best collaborate when writing report cards