



January 2012

Dear Parent(s)/Guardian(s):

The Board of Education approved a pilot late start day program for 4 (four) Fridays in the second semester of this year. The purpose of the pilot is to provide professional development for teachers and administrators. This year's calendar did not include any early release days, as it did in the past. In order to work on District goals and individual school improvement plans, we needed to capture some professional development time. ***(The pilot program does not include or involve our 4K Program. The 4K Program start/end times will remain the same.)***

The pilot program and schedule retains as many instructional minutes as possible; stay within an 8 hour workday; keep the one hour, morning elementary teacher prep time in place; keep all schools' ending times as their regular ending times; and reduce, as much as possible, inconveniences for you, our parents/guardians.

We know that in order to achieve many of our District Goals, especially student achievement objectives, we need sustained, systemic, and systematic professional development time for teachers and administrators. The first important step in that direction is to provide that time for teachers and administrators in a professional development schedule. Below, please find some details about the pilot.

1. 90 minute late starts on 4 Fridays in the second semester:
  - a. Friday, February 10
  - b. Friday, March 9
  - c. Friday, April 13
  - d. Friday, May 4
2. The Elementary Great Escape programs will be extended in the mornings until school begins at no additional charge to parents.
3. The District will serve a cold breakfast for elementary students at 9:30 a.m.
4. Lunch times
  - a. Elementary School lunch times will remain the same.
  - b. Junior High School and SPASH lunch times will be shorter and at different times. See schedule below.
5. The time for each of these days would be as follows as compared to the current daily schedule and time.

School	Regular School Day Times	Late Start School Day Times
SPASH	7:35 a.m. – 2:57 p.m.	A. 7:15 a.m. – 8:45 a.m. PD <sup>1</sup> time B. 8:50 a.m. – 2:57 p.m. School Day
Ben Franklin P.J. Jacobs	7:45 a.m. – 2:55 p.m.	A. 7:15 a.m. – 8:45 a.m. PD <sup>1</sup> time B. 8:50 a.m. – 2:55 p.m. School Day
Elementary Schools	9:05 a.m. – 3:35 p.m.	A. 7:30 a.m. – 9:00 a.m. PD <sup>1</sup> time B. 9:00 a.m. – 9:55 a.m. Teacher Prep time <sup>2</sup> C. 10:00 a.m. – 3:35 p.m. School Day

<sup>1</sup>PD = Professional Development time

<sup>2</sup>The one hour, daily prep time for elementary teachers remains in place.

6. Elementary School day schedules for students would be as follows.
 

School begins:	10:00 a.m.
School ends:	3:35 p.m.

7. Junior High School and SPASH late start daily schedules and lunch schedules will be as follows.

<b>Ben Franklin and P.J. Jacobs Junior High Schools</b>		
<b>Late Start Daily Schedule</b>		
<b>Period</b>	<b>Time</b>	<b>Length</b>
1	8:50 – 9:28 a.m.	38 minutes
2	9:32 – 10:12 a.m.	40 minutes
3	10:16 – 10:54 a.m.	38 minutes
4A	10:58 – 11:36 a.m.	38 minutes
4B	11:27 a.m. – 12:05 p.m.	38 minutes
5A	11:40 a.m. – 12:18 p.m.	38 minutes
5B	12:09 – 12:47 p.m.	38 minutes
6A	12:22 – 1:00 p.m.	38 minutes
6B	12:51 – 1:29 p.m.	38 minutes
7	1:33 – 2:11 p.m.	38 minutes
8	2:15 – 2:55 p.m.	40 minutes
<b>Late Start Lunch Period Schedule</b>		
4A	10:58 – 11:23 a.m.	25 minutes
5A	11:40 – 12:05 p.m.	25 minutes
6A	12:22 – 12:47 p.m.	25 minutes
6C	1:04 – 1:29 p.m.	25 minutes

<b>SPASH</b>		
<b>Late Start Daily Schedule</b>		
<b>Period</b>	<b>Time</b>	<b>Length</b>
1 <sup>st</sup> hour	8:50 – 9:31 a.m.	41 minutes
2 <sup>nd</sup> hour	9:36 – 10:17 a.m.	41 minutes
3 <sup>rd</sup> hour	10:22 – 11:03 a.m.	41 minutes
4 <sup>th</sup> hour	11:08 – 11:52 a.m.	44 minutes
5 <sup>th</sup> hour	11:57 a.m. – 12:38 p.m.	41 minutes
6 <sup>th</sup> hour	12:43 a.m. – 1:24 p.m.	41 minutes
7 <sup>th</sup> hour	1:29 – 2:10 p.m.	41 minutes
8 <sup>th</sup> hour	2:15 – 2:57 p.m.	42 minutes
<b>Late Start Lunch Period Schedule</b>		
5 <sup>th</sup> hour	11:57 a.m. – 12:38 p.m.	41 minutes
6 <sup>th</sup> hour	12:43 a.m. – 1:24 p.m.	41 minutes