

PIEDMONT UNIFIED SCHOOL DISTRICT

M E M O R A N D U M

TO: Board of Education

FROM: Randall Booker, Superintendent
Cheryl Wozniak, Assistant Superintendent

DATE: April 27, 2022

RE: **Approve Bell Schedules for PMS, MHS, PHS for 2022-23 School Year**

I. BACKGROUND INFORMATION

In 2019, Governor Gavin Newsom signed Senate Bill 328, imposing a later start time for high schools across California. At the start of the 2022-2023 school year, high schools will be expected to start no earlier than 8:30 am and middle schools no earlier than 8:00 am.

Here is a link to the full text for SB 328:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201920200SB328

Currently, the bell schedule start times for Millennium High School and Piedmont High School on Monday, Wednesday, and Thursday are at 8:00 am. Tuesday tutorial begins at 8:00 am. On Friday, classes begin at 9:10 due to staff collaboration. Given the high school schedule does not meet the requirements per SB 328, a new high school bell schedule needed to be developed.

Per SB 328, the required start time for middle schools is 8:00 am. Currently the start time for Piedmont Middle School is 8:20 am so no changes needed to be made. However, there was an interest from PMS administrators and staff to develop a new bell schedule that included an “advisory period” to provide dedicated time for academic support, lessons on social emotional wellbeing, administration of academic and SEL screeners, and more.

It was determined that a Bell Scheduled Committee would be formed with the goal of creating a bell schedule that met the requirements of the state and the local initiatives for all three secondary schools—PMS, MHS, and PHS.

The following list of resources were utilized by the Bell Schedule Committee to support their work.

[California Education Code 46148](#)

[Instructional Time Requirements](#)

[Challenge Success SPACE Framework for School Change](#)

[A Practical Guide to Common Bell Schedules](#)

[Deciding On A Bell Schedule And/Or Justifying/Communicating A Bell Schedule Change](#)

[Optimal Scheduling for Secondary School Students](#)

II. **SUPPORT INFORMATION**

Per the collective bargaining agreement between the District and the Association of Piedmont Teachers, the function of the Bell Schedule Committee, which consists of teacher and administrator representatives from individual school sites, is to develop daily bell schedules that best support student learning and take into consideration a variety of site-based issues (instructional minute requirements, prep time, staff collaboration, tutorial, etc.). The Bell Schedule Committee convened in the fall of 2021 and after months of meeting, ultimately agreed to a bell schedule that was piloted January 24-February 18, 2022.

Surveys were administered to parents, students, and staff to gather feedback on the pilot bell schedules. Adjustments were made to the middle school and high school schedules based on the feedback received. The two bell schedules were voted on and passed by APT members. The bell schedules are not identical but periods overlap in such a way that allows students from PMS to attend courses at PHS and shared staff to work at middle school and high school.

Adjustments from the Pilot for Piedmont Middle School

- Start time will be 8:40 am to allow for a staggered start on the Magnolia corridor and not to conflict with elementary start times
- Start time will be the same each day to provide consistency
- Additional period, now called “Academy,” was moved from the end of the day to after brunch
- Block periods are 80 minutes instead of 85 minutes in the pilot

Piedmont Middle School Bell Schedule

Academy Mid-Morning W/F

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 8:40-9:25	—	—	—	—
2 9:32-10:17	1 8:40 - 10:00	2 8:40 - 10:00	1 8:40 - 10:00	2 8:40 - 10:00
BRUNCH 10:17-10:27	BRUNCH 10:00 - 10:10	BRUNCH 10:00 - 10:10	BRUNCH 10:00 - 10:10	BRUNCH 10:00 - 10:10
3* 10:34-11:21	3* 10:17 - 11:39	ACADEMY** 10:17 - 11:12	3* 10:17 - 11:39	ACADEMY** 10:17 - 11:12
*Additional 2 minutes for announcements / ** Additional 5 minutes for broadcast				
4 11:28-12:13	5 11:46 - 1:06	4 11:19 - 12:39	5 11:46 - 1:06	4 11:19 - 12:39
5 12:20-1:05	LUNCH 1:06-1:41	LUNCH 12:39-1:14	LUNCH 1:06-1:41	LUNCH 12:39-1:14
LUNCH 1:05-1:40	7 1:48-3:08	6 1:21-2:41	7 1:48-3:08	6 1:21-2:41
6 1:47-2:32		MEETINGS	—	
7 2:39-3:24			—	—

Adjustments from the Pilot for Millennium and Piedmont High Schools

- Additional period, now called “Academy,” was moved from the end of the day to after brunch
- Odd and even schedule days—odd days on Tuesday/Thursday and even days on Wednesday/Friday—are now in the schedule; during the pilot there were accommodations needed to be made for part-time staff

**PHS/MHS BELL SCHEDULE
ACADEMY W/F MID-MORNING**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 8:30-9:15	—	—	—	—
2 9:25-10:10	1 8:30 - 10:00	2 8:30 - 10:00	1 8:30 - 10:00	2 8:30 - 10:00
BRUNCH 10:10-10:15	BRUNCH 10:00 - 10:05	BRUNCH 10:00 - 10:05	BRUNCH 10:00 - 10:05	BRUNCH 10:00 - 10:05
3 10:25-11:10	3 10:15 - 11:45	ACADEMY 10:15 - 11:00	3 10:15 - 11:45	ACADEMY 10:15 - 11:00
4* 11:20-12:10	5 11:55 - 1:25	4 11:10 - 12:40	5 11:55 - 1:25	4 11:10 - 12:40
5 12:20-1:05	LUNCH 1:25-1:55	LUNCH 12:40-1:10	LUNCH 1:25-1:55	LUNCH 12:40-1:10
LUNCH 1:05-1:35	7 2:05-3:35	6 1:20-2:50	7 2:05-3:35	6 1:20-2:50
6 1:45-2:30	—	STAFF MTG 3:00-4:00	—	—
7 2:40-3:25	—	—	—	—

III. RECOMMENDATION: ACTION REQUESTED

District Administrators will present the Secondary Bell Schedules for Piedmont Middle School, Millennium High School, and Piedmont High School. The Board will be asked to approve the new secondary bell schedules for implementation beginning in the 2022-23 school year.