May 30, 2023

Side-Letter of Agreement

Bell Schedule: Early Trigger for 2023-24 School Year

The Huntington Beach Union High School District (HBUHSD) and the Huntington Beach Union High School District Educators Association (HBUHSDA) enter into this Side-Letter of Agreement effective May 30, 2023.

1. Bells schedules are developed with the betterment of students in mind.

2. Any site in the HBUHSD may choose to make moderate adjustments to its bell schedule for the 2023-24 school year through the process described in this Side-Letter of Agreement. This Side-Letter of Agreement is only valid for moderate changes enacted prior to August 30, 2023.
   a. Moderate adjustments include:
      i. Changing the length of class periods, passing periods, lunch periods, and break or nutrition periods.
      ii. Changing the total number of periods offered throughout the day.
   b. Moderate adjustments as indicated above do not include changing the format of a site’s bell schedule from block to traditional or from traditional to block.

3. Any bell schedule put into use at a school site must adhere to the requirements set forth by the California Education Code in terms of total minutes offered, lengths of days, total number of days, and all other requirements of law and regulation as authorized by the Office of Business Services.

4. Any bell schedule put into use at a school site must be selected by a vote of DEA Bargaining Unit members after a collaborative process has been conducted to develop one new bell schedule option as a possible replacement to the current bell schedule.
   a. At least 75% of eligible voters at a site must cast a ballot.
   b. Of the ballots cast (section a above), at least 50% +1 of those ballots must indicate a desire to change to the new schedule.
c. If the requirements in either section a or b above fail, the current schedule will continue to be utilized by the site until the next regular bell schedule process.

5. Bell schedule options that are developed by the Bell Schedule Committee shall be approved by the Site Administrator and DEA Building Chair before being shown to site DEA members at large.

6. The Building Chair and Administrator at each site shall both confirm in writing that the process used at a site to determine the new bell schedule option was a collaborative one where all DEA Bargaining Unit Members and Administrators who wished to be involved were included.

   a. No vote on bell schedule options may take place until agreement is reached between the Building Chair and the Site Administrator on #5 above.

7. No site is required to make any change to its bell schedule for 2023-24 and may continue to use the bell schedule currently in use. This is confirmed by agreement between the Building Chair and the Site Administrator, but may use surveys, meetings, or other collaborative methods to make such a determination as deemed necessary by the site.

8. Sites that triggered a Bell Schedule Process for 2023-24 shall complete that process. Sites that did not trigger a Bell Schedule Process for 2023-24 shall conduct another trigger vote on a DEA ballot prior to September 30, 2023. The rules for this trigger shall be the same as described in Article X: Work Day 3.e.iv:

   a. In order for a site to trigger a bell schedule process to be conducted in 2023-24 for schedules that will be enacted in 2024-2025 and 2025-2026, both of the following must happen:

      i. At least 75% of eligible voters must cast a ballot

      ii. At least 2/3 of the ballots cast must be in favor of the trigger
5/31/2023
Don Hume, Ph.D.
Bargaining Team Chair
Huntington Beach Union
High School District Educators Association

5/31/2023
Carolee Ogata, Ed.D
Deputy Superintendent,
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