



**WESTPORT BOARD OF EDUCATION  
TEACHING AND LEARNING COMMITTEE**

**PACKET**

MAY 27, 2022

08:00 AM

**WESTPORT BOARD OF EDUCATION**  
**TEACHING AND LEARNING COMMITTEE AGENDA\***

(AGENDA SUBJECT TO MODIFICATION IN ACCORDANCE WITH LAW)

**WORK SESSION**

8:00 a.m., Westport Town Hall, Room 201

**MINUTES**

May 13, 2022

Attachment: [2022.05.13\\_TL Committee Minutes.pdf](#)

**DISCUSSION**

**A. Elementary Scheduling**

Dr. Anthony Buono

Ms. Allison Moran

Attachment: [BOE T\\_L Proposed Changes to Elementary Schedules.pdf](#)

Attachment: [Sample Schedules May 2022.pdf](#)

**ADJOURNMENT**

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or [eflug@westportct.gov](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Meeting: May 13, 2022

Westport Town Hall

**WESTPORT BOARD OF EDUCATION**  
**TEACHING AND LEARNING COMMITTEE**  
**NOTICE OF SPECIAL MEETING**  
**MINUTES**

**Committee Members Present:**

Christina Torres  
Dorie Hordon  
Neil Phillips

**Administrators Present:**

Anthony Buono, Asst. Superintendent of Teaching & Learning  
Christine Wanner, Coordinator – PE/Health  
Holly Sulzycki, Coordinator – English/LA 6-12  
Lauren Francese, Coordinator – Social Studies 6-12

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**PUBLIC CALL TO ORDER:**

8:07 am, Westport Town Hall, Rooms 307 and 309

**DISCUSSION:**

1. Curriculum Development Process

**ADJOURNMENT:**

Meeting adjourned at 9:41 am

Respectfully submitted,  
Kim Strazza

5/25/2022 2:21 PM

# ELEMENTARY SCHEDULING



PROPOSED CHANGES FOR THE 2022-2023 SCHOOL YEAR

# WPS MISSION & VISION

The Mission of the Westport Public Schools is to prepare all students to reach their full potential as **lifelong learners and socially responsible contributors to our global society.**

We strive to help all students become **contributing citizens** who possess the necessary skills and mindset to work toward the **betterment of themselves and the society in which they live.**

Contributing Citizens are **emotionally and socially aware, principled in thought and action, kind with sincerity, and always learning.**



## ATTRIBUTES OF A SCHEDULE ALIGNED WITH OUR PHILOSOPHY

- Large, uninterrupted blocks of time for:
  - Reading texts
  - Writing and composing
  - Collaborating to solve problems in mathematics
  - Exploring our world through science and social studies
- Adequate time to teach essential components of literacy: phonics, phonemic awareness, word study, and spelling
- Regular opportunities for breaks, movement and SEL
- Participation in visual and performing arts
- Participation in physical education
- Participation in WL
- Participation in ITL (scheduled class and embedded)
- Adequate grade level planning and common planning time

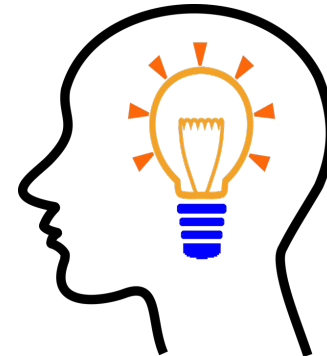
## FREQUENTLY SHARED CONCERNS WITH OUR CURRENT SCHEDULE

- **Lack of adequate time for core instruction**
  - 2nd recess reduced core instructional minutes
  - WIN has reduced core instructional minutes
  - Recess to lunch handwashing takes time away from core instructional blocks
- **Too many transitions**
  - Two 30-min specials a day does not allow for adequate planning
  - 30-min specials are not productive in some areas
  - Creates several transitions for students
- **Specials beginning the first block of the day is problematic**
  - Difficult to find time for Morning Meeting
  - Very little time to show the daily TV broadcast



## CONSIDERATIONS IN SCHEDULE CREATION

- Teacher feedback regarding current schedule (see previous slide)
- Collected and analyzed elementary schedules from around the DRG
- Examined special area times around our DRG
- Considered advantages and drawbacks of 4, 5, and 6 day rotations
- Changing curricular expectations and state legislation around reading instruction requiring more time for instruction
- Frequency of instruction necessary for music and spanish development
- Need for movement and physical activity





# GENERAL FEATURES OF THE PROPOSED SCHEDULE

- 6 Day Rotation: A, B, C, D, E, F days
- 45 minute specials (specifics to follow)
- Specials begin at 9:45, allowing for morning meeting and instructional time with the classroom teacher before transitioning to a special area
- Second recess is maintained at 15 minutes
- Lunch and recess block is shortened to 50 minutes: 20 min recess, 5 minute transition, 25 minute student lunch

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
October 2022						

# CLASSROOM SCHEDULES

- Handwriting practice (10 min per day) has been added to K & 1 schedules.
- Phonemic Awareness (10 min per day) has been added to K & 1 schedules.
- Phonics, Spelling, and Word Study (approximately 20 minutes a day, but timing is TBD) has been added to 3-5 schedules.
- The WIN block is maintained at 3-4x per six days for 30 minutes.
- Science and Social Studies are maintained at 3x per six days for 45 minutes.

8 Hours	Elementary Schedules						8 Hours
Time	A	B	C	D	E	F	Time
7:00 AM	Arrival / Morning Work						7:00 AM
7:30 AM	Morning Meeting						7:30 AM
7:45 AM	Phonics (20 min) & PA/Hegarty (10 min)	Phonics (20 min) & PA/Hegarty (10 min)	Phonics (20 min) & PA/Hegarty (10 min)	Phonics (20 min) & PA/Hegarty (10 min)	Phonics (20 min) & PA/Hegarty (10 min)	Phonics (20 min) & PA/Hegarty (10 min)	7:45 AM
8:00 AM	Handwriting Practice (10 min)	Handwriting Practice (10 min)	Handwriting Practice (10 min)	Handwriting Practice (10 min)	Handwriting Practice (10 min)	Handwriting Practice (10 min)	8:00 AM
8:15 AM	Writing Workshop (30 Min)	Writing Workshop (30 Min)	Writing Workshop (30 Min)	Writing Workshop (30 Min)	Writing Workshop (30 Min)	Writing Workshop (30 Min)	8:15 AM
8:30 AM	CHOICE (20 Min)	CHOICE (20 Min)	CHOICE (20 Min)	CHOICE (20 Min)	CHOICE (20 Min)	CHOICE (20 Min)	8:30 AM
8:45 AM	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	8:45 AM
9:00 AM	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	9:00 AM
9:15 AM	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	9:15 AM
9:30 AM	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	9:30 AM
9:45 AM	Transition						9:45 AM
10:00 AM	Math (45)	Math (45)	Math (45)	Math (45)	Math (45)	Math (45)	10:00 AM
10:15 AM	Music (45 min)	PE (45 min)	Art (45 min)	Music (45 min)	PE (45 min)	Art (45 min)	10:15 AM
10:30 AM	Literary Component Work (20 min)	Spanish (20 min)	Literary Component Work (20 min)	Literary Component Work (20 min)	Spanish (20 min)	Literary Component Work (20 min)	10:30 AM
10:45 AM	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	10:45 AM

# PROPOSED ACADEMIC BLOCKS

Kindergarten		
Reading	6	45
Writing	6	30
Phonics	6	20
Phonemic Awareness	6	10
Handwriting	6	10
Math	6	45
Science or Social Studies	3	45
WIN	3-4	30

Grades 1-2		
Reading	6	45-60
Writing	6	40
Phonics	6	20
Phonemic Awareness	6	10
Handwriting	6	10
Math	6	60
Science or Social Studies	3	45
WIN	3-4	30

Grades 3-5		
Reading	6	45-60
Writing	6	45-60
Phonics/Word Study/Spelling	6	15-20
Math	6	60
Science or Social Studies	3	45
WIN	3-4	30

# PROPOSED K-2 SPECIALS

Grade	Special	Frequency Over 6 Days	Minutes per Session
<b>K</b>	Art	1	45
	Music	2	45
	Spanish	2	20
	PE	2	45
	ITL	1	45
<b>1</b>	Art	1	45
	Music	2	45
	Spanish	2	20
	PE	2	45
	ITL	1	45
<b>2</b>	Art	1	45
	Music	2	45
	Spanish	2	20
	PE	2	45
	ITL	1	45

PROPOSED 3-5 SPECIALS

Grade	Special	Frequency Over 6 Days	Minutes per Session
<b>3</b>	Art	1	45
	Music	2	45
	Spanish	3	1-45, 2-20
	PE	2	45
<b>4</b>	Art	1	45
	Music	1	45
	Spanish	2	45
	PE	2	45
<b>5</b>	Art	1	45
	Music	1	45
	Spanish	2	45
	PE	2	45
	Band/Orch	1	60

## NEXT STEPS

- Currently collecting feedback from teachers and expect to make some slight changes
- Implement the proposed changes as a pilot for the 2022-2023 school year
- Form a scheduling committee to meet throughout the coming year
- Propose updated schedule for the 2023-2024 school year





CLARIFYING  
QUESTIONS &  
FEEDBACK







2 Sample	Gr 2 Sample						2 Sample
TIME	A	B	C	D	E	F	TIME
8:45 AM	Arrival / Morning Work						8:45 AM
8:50 AM	Arrival / Morning Work						8:50 AM
8:55 AM	Arrival / Morning Work						8:55 AM
9:00 AM	Morning Meeting						9:00 AM
9:05 AM	Morning Meeting						9:05 AM
9:10 AM	Morning Meeting						9:10 AM
9:15 AM	Phonics (20 min)	Phonics (20 min)	Phonics (20 min)	Phonics (20 min)	Phonics (20 min)	Phonics (20 min)	9:15 AM
9:20 AM							9:20 AM
9:25 AM							9:25 AM
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9:35 AM							9:35 AM
9:40 AM							9:40 AM
9:45 AM							9:45 AM
9:50 AM							9:50 AM
9:55 AM	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	Reading Workshop (45 min)	9:55 AM
10:00 AM							10:00 AM
10:05 AM							10:05 AM
10:10 AM							10:10 AM
10:15 AM							10:15 AM
10:20 AM							10:20 AM
10:25 AM	Transition						10:25 AM
10:30 AM	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	10:30 AM
10:35 AM							10:35 AM
10:40 AM							10:40 AM
10:45 AM							10:45 AM
10:50 AM							10:50 AM
10:55 AM							10:55 AM
11:00 AM	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	11:00 AM
11:05 AM							11:05 AM
11:10 AM							11:10 AM
11:15 AM							11:15 AM
11:20 AM	Transition						11:20 AM
11:25 AM							11:25 AM
11:30 AM	Writing Workshop (40 min)	Writing Workshop (40 min)	Writing Workshop (40 min)	Writing Workshop (40 min)	Writing Workshop (40 min)	Writing Workshop (40 min)	11:30 AM
11:35 AM							11:35 AM
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12:05 PM	Transition						12:05 PM
12:10 PM							12:10 PM
12:15 PM							12:15 PM
12:20 PM							12:20 PM
12:25 PM	Music (45 min)	PE 45 (min)	Art 45 (min)	Music (45 min)	PE 45 (min)	ITL 45 (min)	12:25 PM
12:30 PM							12:30 PM
12:35 PM							12:35 PM
12:40 PM							12:40 PM
12:45 PM							12:45 PM
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1:25 PM	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	1:25 PM
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1:35 PM							1:35 PM
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2:10 PM	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	2:10 PM
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3:00 PM	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	3:00 PM
3:05 PM							3:05 PM
3:10 PM	Literacy Component Work (20 min)	Literacy Component Work (20 min)	Spanish (20 min)	Literacy Component Work (20 min)	Literacy Component Work (20 min)	Spanish (20 min)	3:10 PM
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3:35 PM	Packup & Dismissal						3:35 PM
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TIME	A	B	C	D	E	F	TIME
8:45 AM	Arrival / Morning Work						8:45 AM
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8:55 AM	Arrival / Morning Work						8:55 AM
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4 Sample	Gr 4 Sample						4 Sample
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8:55 AM	Arrival / Morning Work						8:55 AM
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5 Sample	Gr 5 Sample						5 Sample
TIME	A	B	C	D	E	F	TIME
8:45 AM	Arrival / Morning Work						8:45 AM
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8:55 AM	Arrival / Morning Work						8:55 AM
9:00 AM	Morning Meeting						9:00 AM
9:05 AM	Morning Meeting						9:05 AM
9:10 AM	Morning Meeting						9:10 AM
9:15 AM	Morning Meeting						9:15 AM
9:20 AM	Writing Workshop (60 min)	Writing Workshop (60 min)	Writing Workshop (60 min)	Writing Workshop (60 min)	Writing Workshop (60 min)	Band / Orchestra (60 min)	9:20 AM
9:25 AM							9:25 AM
9:30 AM							9:30 AM
9:35 AM							9:35 AM
9:40 AM							9:40 AM
9:45 AM							9:45 AM
9:50 AM	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	Recess (15 min)	9:50 AM
9:55 AM							9:55 AM
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10:15 AM							10:15 AM
10:20 AM	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	Win (30 min)	Science/Social Studies (45 min)	10:20 AM
10:25 AM							10:25 AM
10:30 AM							10:30 AM
10:35 AM							10:35 AM
10:40 AM							10:40 AM
10:45 AM							10:45 AM
10:50 AM	Spanish 45 (min)	PE 45 (min)	Art 45 (min)	Spanish 45 (min)	PE 45 (min)	Music (45 min)	10:50 AM
10:55 AM							10:55 AM
11:00 AM							11:00 AM
11:05 AM							11:05 AM
11:10 AM							11:10 AM
11:15 AM							11:15 AM
11:20 AM	Transition						11:20 AM
11:25 AM	Phonics, Spelling, & Word Study (20 min)	Phonics, Spelling, & Word Study (20 min)	Phonics, Spelling, & Word Study (20 min)	Phonics, Spelling, & Word Study (20 min)	Phonics, Spelling, & Word Study (20 min)	Phonics, Spelling, & Word Study (20 min)	11:25 AM
11:30 AM							11:30 AM
11:35 AM							11:35 AM
11:40 AM							11:40 AM
11:45 AM							11:45 AM
11:50 AM							11:50 AM
11:55 AM	Reading Workshop (60 min)	Reading Workshop (60 min)	Reading Workshop (60 min)	Reading Workshop (60 min)	Reading Workshop (60 min)	Reading Workshop (60 min)	11:55 AM
12:00 PM							12:00 PM
12:05 PM							12:05 PM
12:10 PM							12:10 PM
12:15 PM							12:15 PM
12:20 PM							12:20 PM
12:25 PM	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	Recess (20 min)	12:25 PM
12:30 PM							12:30 PM
12:35 PM							12:35 PM
12:40 PM							12:40 PM
12:45 PM							12:45 PM
12:50 PM							12:50 PM
12:55 PM	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	Lunch (30 min)	12:55 PM
1:00 PM							1:00 PM
1:05 PM							1:05 PM
1:10 PM							1:10 PM
1:15 PM							1:15 PM
1:20 PM							1:20 PM
1:25 PM	Transition						1:25 PM
1:30 PM	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	Math (60 min)	1:30 PM
1:35 PM							1:35 PM
1:40 PM							1:40 PM
1:45 PM							1:45 PM
1:50 PM							1:50 PM
1:55 PM							1:55 PM
2:00 PM							2:00 PM
2:05 PM							2:05 PM
2:10 PM							2:10 PM
2:15 PM							2:15 PM
2:20 PM							2:20 PM
2:25 PM							2:25 PM
2:30 PM	Transition						2:30 PM
2:35 PM	Packup & Dismissal						2:35 PM
2:40 PM	Packup & Dismissal						2:40 PM
2:45 PM	Packup & Dismissal						2:45 PM
2:50 PM	Packup & Dismissal						2:50 PM
2:55 PM	Packup & Dismissal						2:55 PM
3:00 PM	Packup & Dismissal						3:00 PM
3:05 PM	Packup & Dismissal						3:05 PM
3:10 PM	Packup & Dismissal						3:10 PM
3:15 PM	Packup & Dismissal						3:15 PM
3:20 PM	Packup & Dismissal						3:20 PM
3:25 PM	Packup & Dismissal						3:25 PM
3:30 PM	Packup & Dismissal						3:30 PM
3:35 PM	Packup & Dismissal						3:35 PM
3:40 PM	Packup & Dismissal						3:40 PM
3:45 PM	Packup & Dismissal						3:45 PM
3:50 PM	Packup & Dismissal						3:50 PM
3:55 PM	Packup & Dismissal						3:55 PM
4:00 PM	Packup & Dismissal						4:00 PM
4:05 PM	Packup & Dismissal						4:05 PM
4:10 PM	Packup & Dismissal						4:10 PM