



JOINT APS/ATF LETTER  
**Professional Workday Pilot Year 2**  
**Second Semester Invitation**

January 17, 2023

To: All APS Principals and Educators  
From: Amanda DeBell, APS Associate Superintendent, Learning Zone 3  
Ellen Bernstein, ATF President  
Re: A Professional Workday Pilot Cohort 4 2022/2023

Are you interested in joining Cohort 4 of the 8 hour/Professional Day Pilot? There are approximately 25 slots available for those who want to apply and start this semester.

The Professional Day Pilot is for educators who are interested in joining a team of teachers at your school who focus their collaboration time on working in small teams to study and develop initiatives, practices, and courses of study that focused on topics such as student-centered pedagogy, deeper learning, social emotional learning (SEL), project-based learning (PBL), and assessment.

These exciting focus areas and more can happen when the adults have more time in their workday. We jointly believe, over the next year and a half of this pilot, we can demonstrate that by providing more adult time, our professional practices will be enhanced in ways that positively impact student learning outcomes.

The information below outlines the terms and conditions of the 8-hour Professional Day Pilot. If after you have read the memorandum and you are interested in applying, please fill out this link [Cohort 4 application](#) no later than end-of-day Friday, January 27th.

[Cohort 4 application](#)

**A Professional Workday Pilot**  
(time differential)

**There are many needs for time to be added to the 6.5 hour duty day. For this pilot APS and ATF created the guidance below in order to address these needs to the extent possible.**

How the additional time will be used during the pilot:

- One day a week for Collaboration with a minimum of 30 Collaborative Time meetings for the year. Collaborative Time will be moved out of the traditional instructional/duty day.
- One day a week for School Leadership or Professional Learning Time.
- One day a week for Committee Time. Through the Instructional Council, each school will be responsible for defining committee needs and creating a method for all staff to sign up for a committee assignment.
- One day a week for Professional Duties Time. This time is self-directed and based on the individual needs of the staff.
- One day a week for Planning and Preparing Time. This time can be self-directed or collaborative.

### Collaborative Time is Important

The work you do in this pilot is important. Participants are asked to use collaboration and professional learning time to co-develop strong practices that focus on deeper student learning—practices that our district will then study and learn from and expand upon.

This pilot supports a rare opportunity to reimagine the schooling we have been providing. ***We invite you to seize this opportunity to rethink “typical” schooling to achieve a more equitable, student-focused education system and to pursue bold initiatives that will help all our kids thrive.***

The results of the study will be shared with the pilot sites and submitted to APS and ATF leadership.

### **Definitions:**

- Collaborative Time – a team of educators committed to working together and collaborating in ongoing processes of collective inquiry and action research in order to improve teaching and learning.
- Professional Learning and School Leadership Time
  - School Leadership – Building school culture, visioning, district/state mandates, site-based goal setting and implementation.
  - Professional learning – Teacher leader Facilitators collaborate with Instructional Council and administration to provide support for the professional development needs at the school level in conjunction with school goals and individual adult learning needs.
- Committee Time – Department Meetings, Instructional Council, SAT, other committees, etc.
- Planning and Preparing Time – Self-directed and/or collaborative instructional planning and prep.
- Professional Duties Time – Family communication, grading, entering data, mandatory paperwork, etc.

Licensed staff at pilot schools will earn a time differential of \$5,000 (\$2,500 per semester) on their base pay. Educational assistants will be included in the additional time at their hourly rate.

Sincerely,

Amanda DeBell and Ellen Bernstein