

**Garden Grove Unified School District**  
Office of Elementary Education  
Department of K-6 Instruction

**KINDERGARTEN TIME ALLOTMENT**  
**INSTRUCTIONAL SCHEDULES**  
**AND OVERLAP GUIDELINES**

**February 2006**

## INTRODUCTION

A Kindergarten Consult comprised of teachers, principals and district office staff met to discuss the necessary changes to the kindergarten schedule with the addition of 30 minutes to the day commencing with the 2006/2007 school year.

The goals of the consult were to develop time allotments and instructional schedules for kindergarten classes and create consistent guidelines and recommendations for kindergarten teachers' schedules and overlap. An additional focus of the group was to develop suggestions about ways in which kindergarten teachers can collaborate.

## TIME ALLOTMENT GUIDELINES

### **Kindergarten 2006/2007**

<b>Subject Area</b>	<b>Weekly Minutes</b>	<b>Daily Minutes</b>
Opening/Closing	100	20
ELD**	100	20
Reading/Language Arts	600	120
History/Social Science Science/Health	(Integrated)	(Integrated)
Mathematics*	200	40
Physical Education	100	20
Visual/Performing Arts*	50	10
<b>TOTAL</b>	<b>1150</b>	<b>230</b>

\*Minutes may be applied to the Language Arts Block when activities are included in centers time.

\*\*State minimum required time

It was recommended by the consult that all additional minutes be allocated to the Language Arts Block due to the importance of building a foundation for literacy in kindergarten as described in the *Reading Language Arts Framework for California Public Schools*.

## SAMPLE INSTRUCTIONAL SCHEDULES

The following instructional schedules are samples and were created to assist teachers in planning their day to meet the unique needs of each school site. Below are samples of AM only and AM/PM schedules. Due to the increase in the instructional day, AM/PM schedules include a period of time when both groups of students will be in the classroom together. Subject areas have been recommended for this student overlap time. Other considerations and suggestions are also listed below.

### **AM/PM Schedule with Teacher and Student Overlap**

<b>Time</b>	<b>Subject Area</b>
8:00-9:40	Language Arts Includes: differentiated instruction, centers, writing, science and social studies (Suggested subject for teacher overlap)
9:40-10:00	ELD (Suggested subject for teacher overlap)
10:00-10:20	Physical Education
10:20-10:40	Language Arts Phonics
10:40-11:10	Math
11:10-11:20 11:20	Closing Includes: Visual/Performing Arts PM students arrive
<b>11:20-11:50</b>	<b>Opening</b> <b>Includes: Calendar, Phonemic Awareness, Daily Message, and High Frequency Words (Math integrated)</b> <b>(PM Students and AM Students overlap)</b>
<b>11:50</b>	<b>AM students dismissed</b>
11:50-12:20	Math
12:20-12:40	Language Arts Phonics
12:40-1:00	ELD
1:00-1:20	Physical Education
1:20-3:00	Language Arts Includes: differentiated instruction, centers, writing, social studies, science (Suggested subject for teacher overlap)
3:00-3:10	Closing Includes: Visual/Performing Arts

#### **Other suggested subject area for student overlap:**

- ✓ English Language Development groups
- ✓ Physical Education
- ✓ Math

**Other ideas:**

- ✓ Schedule computer lab or library during the overlap block for a different group each day.
- ✓ Consider allowing the PM group to begin each day in an empty room.
- ✓ Have cubbies and hooks outside so students can arrive and be dismissed from outside the room while the other group is working.
- ✓ Provide rolling carts with hooks for backpacks and jackets.

**AM Only Schedule**

<b>Time</b>	<b>Subject Area</b>
8:00-8:10	Opening
8:10-9:40	Language Arts Includes: phonics, centers, read aloud and phonemic awareness
9:40-10:00	Physical Education
10:00-10:40	Language Arts: Includes: high frequency words, writing
10:40-11:20	Math
11:20-11:40	ELD
11:40-11:50	Closing Includes: visual and performing arts

**Kindergarten/First Grade Combination Schedule**

<b>Time</b>	<b>Subject Area</b>
8:00-8:10	Opening
8:10-8:40	ELD (Kindergarteners receive 10 additional minutes of ELD when grouped with first graders)
8:40-9:40	Language Arts
9:40-10:00	Physical Education-K Recess-1 <sup>st</sup>
10:00-11:00	Language Arts
11:00-11:40	Math
11:40-11:50	Closing Includes: visual and performing arts
11:50-12:25	Kindergarten students dismissed Lunch
12:25-12:40	Math
12:40-1:10	Language Arts Includes: Green Block
1:10-1:30	Physical Education
1:30-2:05	Social Studies/Science

## TEACHER OVERLAP

Teacher Overlap guidelines were developed for schools with AM/PM as well as AM only classes.

### **Considerations:**

- ✓ Plan instructional groups using individual expertise of kindergarten teachers
- ✓ Reduce the amount of teacher overlap if teachers provide extended supervision during lunch
- ✓ Consider teacher preparation for small group instruction when planning intervention groups

### **AM/PM Overlap Guidelines:**

**Purpose:** Work directly with students in the areas of Language Arts, Math, ELD and physical education to support learning

**Time:** 45-60 minutes

**How:** Small group instruction, assessment, individual student support, directed centers, and release of regular teacher during physical education

### **Suggested Activities:**

#### Language Arts

- ✓ Student assessment
- ✓ Challenge
- ✓ Preteaching/reteaching
- ✓ Reading Phonics Library Books
- ✓ Guided reading
- ✓ Phonemic awareness activities

#### Math

- ✓ Centers
- ✓ Preteaching/reteaching
- ✓ Assessment

#### ELD

- ✓ English language development group
- ✓ Preteaching/reteaching

### **AM Only Guidelines:**

**Purpose:** Work directly with students

**Time:** 45-60 minutes

**How:** Small group instruction or intervention with students in a different grade level or after school intervention with kindergarten students depending on the assessed need of the school

### **Suggested Activities:**

#### Language Arts

- ✓ Small group instruction or intervention at another grade level
- ✓ Small group instruction for kindergarten intervention

#### ELD

- ✓ English Language Development instruction at another grade level
- ✓ English Language Development for extended day intervention for kindergarten

### **COLLABORATION FOR KINDERGARTEN TEACHERS**

The following suggestions may be utilized in order to develop a plan to provide an opportunity for kindergarten teachers to collaborate at schools where there are both AM and PM classes.

- ✓ Utilize intervention subs to release one teacher for collaboration
- ✓ All classes come in the morning for special events to allow collaboration in the afternoon
- ✓ Provide roving substitutes to release kindergarten teachers
- ✓ Principals, school program facilitators, or other certificated staff provide release time
- ✓ Substitutes present on minimum days to report to Kindergarten classes after dismissal
- ✓ Student teachers to cover classes when appropriate