

A Teacher's Typical Week

Time is arguably the most valuable resource a teacher has. We strive to honor teachers' time and to provide all staff members with a reasonable schedule so that they are able to complete the tasks of their job. A typical week for a teacher varies based on the level at which they teach and the position they hold. As a K-12 school, we do our best to create alignment wherever possible. To the best of our ability, the teaching schedule is structured around the developmental needs of the students and campus-wide resources. Teachers are provided with both individual and collaborative team planning time as a part of the weekly schedule. Additional responsibilities may include lunch and playground coverage, traffic support, hallway supervision, etc. Secondary teachers hold after school office hours once a week. Staff meetings are held after school on Wednesdays, and our calendar includes six professional development days deliberately designed to provide time for a variety of K-12 priorities.

Collaborative Staff Meetings:

- **School Level Meetings** (*Elementary, Middle, & High*) (1x per month)
- **Multi Tiered Systems of Support** (*monthly early release days*)
- **Induction** (*Newly hired teachers and counselors*) (2x per month)
- **Secondary Department Meetings** (*1x per month*)
- **Grade Level Meetings** (*1x per month, and as needed*)

We are committed to creating an environment in which every one of our students is known, valued, and respected as an individual of great promise. We begin each day by warmly greeting our K-12 students into the school building, hallways, and classrooms.

K-12 Professional Development Days: *Professional development days provide time for teachers and administrators to work together on instructional best practices, vertical and horizontal curriculum development and alignment, student concerns, department and grade level initiatives, and K-12 topics. Professional Learning Communities (PLCs) made up of K-12 teachers meet to work on teacher-driven initiatives such as instructional technology, growth mindset, equity, social-emotional learning, differentiation, and assessment.*

Induction Program: *All teachers and counselors in their first year at Peak to Peak complete our state-approved induction program as part of their introduction and orientation to the school's systems and expectations for quality instructional practices. The induction program runs for one full school year, and every induction teacher and counselor is paired with a peer mentor. The program includes professional development workshops in August, bi-monthly workshops throughout the school year, classroom observations, weekly mentor meetings, and written reflections. Mentors meet with their mentees each week and observe in each other's classrooms each semester.*

Planning Time: *As a part of the weekly schedule, secondary teachers enjoy both a planning period and a collaboration period which is aligned with subject area or grade level colleagues. Planning time is built into the elementary teaching schedule. In addition to weekly planning time, on PD days, teachers meet by level with their principals to work on on-going level goals and initiatives. Secondary teachers meet in curricular departments to work on department-wide goals and curriculum development, while elementary staff meets in grade-level teams to plan curriculum and disaggregate ongoing assessment data. Most importantly, unstructured time is created whenever possible to allow teachers to work on individual and small group initiatives.*

[Click here](#) to view sample slides from our recent professional development and staff meetings.
[Click here](#) to view bell schedules and school calendars for elementary and secondary.