

**VMT**  
**Teacher's Schedule**  
**2017 – 2018**

**8:00 a.m.**

**Sign-In**

**11:00-11:30 a.m.**

**All teachers have Cafeteria duty twice a week (half of the staff will be doing collaborative planning with administration while the other half is doing cafeteria duty and vice-versa)...on Friday, all staff will do cafeteria duty. This is the time for everyone to get to know our students and build relationships. Walk around and talk to them. This should not be a social hour for teachers.**

***Please leave cell phones in your rooms.***

**11:30 a.m. – 12:30 p.m.**

**Teacher Planning**

**12:30-1:15 p.m.**

**Teacher Lunch**

**4:05-4:15 p.m.**

**Bus Duty (Rotated schedule)**

**4:20 p.m.**

**Teacher Dismissal**