

RE: SCHEDULING AND CALENDAR RECOMMENDATIONS

FR: Tom V, Leo T, Linda C, Kelly Q, Brittany S, Kathy V

DA: 02/23/06

1. CONFERENCES

Liked the one o'clock to nine o'clock conference time. Have one weekday for WG and a different one for WB so parents with students in both buildings can make it work. The conference day that your building doesn't conference, will have a CPT in their building for that 1-3:30 time.

Tie in spring parent-teacher conference comp day in with Presidents' Day Weekend in February to make a four-day weekend.

2. SNOW DAYS

Please attach three or four snow days to the calendar year to end the year on a Friday with graduation on the following Sunday. Two of these snow days would be built into the third quarter, one-two into fourth. These days would be indicated on the calendar as "built in snow days." When we reach these days, if no snow days have been used to that point, the day would become a vacation day for everyone. If a snow day had been used, we have school in session that day.

3. COMMUNICATIONS - SCHOOL CALENDAR

The printed school calendar needs to be as accurate as possible.

Possibly have an EA/Board/Administration Calendar Committee to communicate exact issues concerning makeup days, etc. Use May CPT time to finalize the next year's calendar.

SCHEDULING

1. Put 25 min. of PE daily K-4, using two PE teachers. This could provide common planning time if the two PE blocks were simultaneous or if PE & another class requiring specialized instructors were back to back, i.e. PE/music or PE/library/art/Spanish, etc.

2. Keep **K-4 contained** as they are presently. Encourage WB K-4 to eat breakfast by not allowing them in the classroom until 8:15. Grades **5 & 6 more contained**--move the teachers to them. Possibly capitalize on teachers' strong areas of math, science, language arts, and social. Grades **7 & 8 move** as they do now. Keep on 8 period day so one can line up high school schedule with it.

3. Produce an 8 period day high school schedule which would allow for a **modified block**--classes are either "skinnies" (45 minutes) or a block (90 minutes). Research supports academic learning is enhanced with different time frames for different subjects. (cite reserach). Schedule could be built so that transfer time between buildings would work best between block classes--not skinny class to block class--too much time is lost.

4. **Build a master schedule for freshmen through senior years** where the core (required for graduation) classes are set in place (and left there) so that parents/students can map out their high school schedule ahead of time--later on plugging in electives where space allows. This way a parent can be assured that graduation requirements will be met.