

Schedule Change Proposal



The Goal

Work toward constructing a schedule that offers the opportunity to individually address both student and teacher needs during daily instructional time.





The Proposal

- ▶ Create an “Excel” schedule
 - Carves an extra class period during instructional time
 - Affects 2 days a week
 - Uses:
 - Test, quiz, presentation make ups
 - Additional study sessions
 - Individual teacher student tutoring
 - Study hour to complete homework



Working Details



- ▶ 2 days a week
- ▶ All classes shortened by 9 minutes
 - Carves out 1 extra passing period & class period
- ▶ Insert an “Excel” class period between 2nd & 3rd Hr.
- ▶ Students will sign up for a teacher’s class
 - Each teacher will have a sign up sheet
 - Signing up can happen at any time prior to excel period
 - Decision will depend on student’s needs
 - Limit of 30 students per class



Example of Excel Period



1. Bell Rings
2. Teacher takes attendance
 - Uses sign-up sheet
3. Absences are reported to attendance
4. Class period progresses
 - Any particular needs are met
5. Teacher stamps all planners on that date
 - Teacher customized stamps



Example of Excel Period Cont'd

1. Excel period ends
2. Students attend 3rd Hr.
3. Teacher checks stamps
 - Any student without stamp must be sent to attendance office to obtain a pass.
 - If student was skipping then an unexcused absence is issued with a pass to class.
4. Continue day with shortened classes



**Normal Day
Mon/Wed/Fri**

Class Period	Time
1 st Hr	7:35–8:32
2 nd Hr	8:39–9:36
3 rd Hr	9:43–10:43
4th Hr	
1 st Lunch	10:42–11:13
Class A	11:20–12:20
Class B	10:50–11:20
2 nd Lunch	11:20–11:50
Class B	11:54–12:20
Class C	10:50–11:50
3 rd Lunch	11:50–12:20
5 th Hr	12:27–1:24
6 th Hr	1:31–2:28

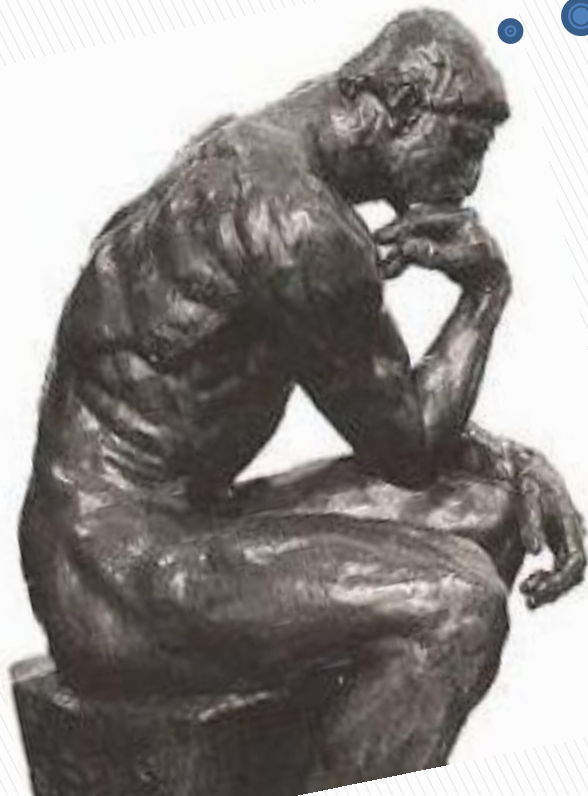
**Excel Day
Tues/Thurs**

Class Period	Time
1 st Hr	7:35–8:23
2 nd Hr	8:30–9:16
Excel	9:23–10:09
3 rd Hr	10:16–11:02
4th Hr	
1 st Lunch	11:03–11:34
Class A	11:41–12:32
Class B	11:09–11:32
2 nd Lunch	11:32–12:02
Class B	12:05–12:32
Class C	11:09–12:02
3 rd Lunch	12:02–12:32
5 th Hr	12:39–1:26
6 th Hr	1:33–2:28

Analyzing the Change

Potential Benefits

Potential Concerns



Potential Benefits

1. Reduce after school academic obligations
2. Advanced Instruction Time
3. Student Familiarity
4. Student Collaboration Time
5. Planner Use



What other benefits could we gain from this change?



Potential Concerns

1. Instruction time reduction
2. Student Cheating
3. Wandering students
4. Traveling Teachers
5. Inconsistent weekly schedules
6. Initial management



What other concerns could we face from this change?

Why this proposal makes sense?

- ▶ Effective Time Use
- ▶ No more “I’m busy after school” excuses
- ▶ Focus help toward individual needs
 - Students
 - Teachers

