

Priority #6

Determine the needs of the special education students (and the number of students at each grade level) and English Learners early in the scheduling process so that proper staffing and services can be integrated into the school schedule.

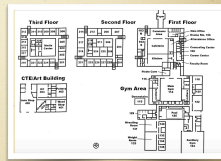
Become aware of the amount of minutes/hours mandated in the IEP's of the students in the school. This will effect the schedule since staffing resources will need to be available at the appropriate times throughout the school day. Strategically place students into classes where the services can best be provided.

	Awko	Townsend	Thompson
8:15 - 8:30	plan	plan	plan
8:30-8:45	K breakfast	plan	plan
8:45-9:00	K breakfast	plan	plan
9:00-9:15	LA K&B, Leary	LA Spencer	LA & Mintony
9:15-9:30	LA K	LA Spencer	LA & Mintony
9:30-9:45	LA K	LA Chesworth	LA & Mintony
9:45-10:00	LA K	LA 2 pullout + D	LA 2 pullout + D
10:00-10:15	LA K	SS	Castell Math
10:15-10:30	LA Streets	LA 2 pullout + D	Castell Math
10:30-10:45	LA Streets	LA 2 pullout + D	Green Math
10:45-11:00	LA Maxwell	Chesworth	Castell SS
11:00-11:15	LA Maxwell	Chesworth	Castell SS

Priority #7

The lunch and recess and related arts rotations will be developed to minimize large numbers of students standing in lines for extended periods or too many students moving in the same hallways at the same time.

Know the physical layout of the building and consider the time it takes to walk from point A to point B when creating the master schedule. Ensure that there are no "traffic jams" with too many people moving during the lunch/recess/related arts times of the day.



Priority #8

Every staff member in the building will have a set schedule. Additional support staff and paraprofessional schedules will be developed once all of the non-negotiables have been put into place and the core instructional times with intervention/enrichment blocks have been determined.

Gone are the days when staff members just show up to assist a teacher in the classroom. Every minute of the day should be planned and coordinated to a master plan for peak efficiency.

Elementary School Paraprofessional Schedules					
Monday	Tuesday	Wednesday	Thursday	Friday	
8:00-8:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
8:15-8:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
8:30-8:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
8:45-9:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
9:00-9:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
9:15-9:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
9:30-9:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
9:45-10:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
10:00-10:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
10:15-10:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
10:30-10:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
10:45-11:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
11:00-11:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
11:15-11:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
11:30-11:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
11:45-12:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
12:00-12:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
12:15-12:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
12:30-12:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
12:45-1:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
1:00-1:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
1:15-1:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
1:30-1:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
1:45-2:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
2:00-2:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
2:15-2:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
2:30-2:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
2:45-3:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
3:00-3:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
3:15-3:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
3:30-3:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
3:45-4:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
4:00-4:15	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
4:15-4:30	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
4:30-4:45	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room
4:45-5:00	1st Grade Room	2nd Grade Room	3rd Grade Room	4th Grade Room	5th Grade Room

Priority #9

Every staff member in the building will be aware of the need to **preserve instructional time.**

Support staff, therapists, band teachers, and any other staff the need to pull students from a classroom will use the master schedule and homeroom schedules so they know when to pull students that will have the least impact on instructional time.



Take a Moment to List Your Priorities Now

Then Continue to the next lecture
