



Master Schedule :

Instructional Systems Designed for All Learners

BOE Presentation
January 23, 2018



Our Vision is to create a **POSITIVE LEARNING ENVIRONMENT** that is **EQUITABLE**, **INCLUSIVE** and focused on the **WHOLE CHILD**



PILLAR 1: Equitable Access to Rigorous Responsive Instruction

GOALS:

- Known, nurtured and celebrated LEARNER
- Empowered, & passionate SCHOLAR
- Confident & persistent ACHIEVER
- Creative CRITICAL THINKER & GLOBAL CITIZEN



Master Schedule Connection to MTSS

- Response to Intervention (RtI) from late 1970's to 2004
- RtI 2004-2011*
- Multi Tiered System of Support (MTSS) 2011-present **

* D97 began implementing in 2009

**D 97 began implementing in 2016



Why provide a Common Master Schedule?

- Promotes CORE Instruction for ALL
- Provides Consistent Allocation of time
- Allows Time for Intervention and Enrichment
- Allows for Common Plan time (Job embedded professional learning)
- Promote Collaboration for Staff
- Allows for Allocations of Needs and Resources



Causes of Elementary Scheduling Problems

- Lack of a Master Schedule
- Issues with Schedule CORE Instruction
- Issues with Scheduling Services
- Issues with Scheduling “Encores”
- No time for collaboration
- Inconsistencies at Grade levels



Current Practices with Scheduling beginning 2017-2018

- Consistent routines for kids
- Intervention/Enrichment for kids that is flexible, consistent, inclusive, & offers flexible grouping across classes
- Increased common planning time for grade level teams
- Literacy/Math block for all K-5 every day



Questions asked for Scheduling

- Which goals have we met with the current draft?
- Which goals are not quite there yet?
- Are there any conflicts you see?
- Are there any suggestions/solutions for solving the conflict?

First Grade Block

8:00-8:10 Morning Routine

8:10-8:55 Math

8:55-9:25 Math Intervention / Enrichment

9:25-10:10 Writing Workshop

10:10-10:25 PEA

10:25-11:15 Reading Workshop

11:15-12:10 Lunch

1:15-2:15 SPECIALS

10:45-11:10 SS/Science

1:20-1:45 Word Study

1:45-2:15 Reading Intervention / Enrichment

2:15-2:45 Whole Group Reading

D97 Time Allocations for Subjects/Specials



Subject	Daily/Weekly Minutes
Literacy	120/600
Math	60/300
Science/Social Studies	40/200
Social Emotional Learning (SEL)	40/200
Intervention/Enrichment	60/300
PE	60
Art	60
Music	60
World Language/FLESS	60 (Currently receiving 90 minutes of FLESS)
Library	30
Lunch/Recess	55/275

Times for CORE Subjects in D65

Total 390/1950

Subject	Kindergarten Daily/Weekly Min.	1st & 2nd Grades Daily/Weekly Min.	3rd Grade Daily/Weekly Min.	4th & 5th Grades Daily/Weekly Min.
Reading/ELA	190/950	175/875	163/815	138/690
Math	45/225	60/300	55/325	65/325
Science	20/100	20/100	25/125	25/125
Social Science	20/100	20/100	25/125	25/125
Social Emotional Learning (SEL)	Not Stated	Not Stated	Not Stated	Not Stated
Intervention/Enrichment	Not Stated	Not Stated	Not Stated	20/100 (Math)
PE	20/100 (5 days a week)	20/100 (5 days a week)	20/100 (5 days a week)	20/100 (5 days a week)
Fine Arts	47/188 (4 days a week)	47/188 (4 days a week)	47/188 (4 days a week)	47/188 (4 days a week)
Transitions	8/40	8/40	5/25	10/50
Lunch/Recess	40/200	40/200	40/200	40/200

Elmhurst 205 Schedule Parameters



Subject	Elmhurst 205 Daily/Weekly Min.
Literacy	135-150/675-750
Math	60/300
Science/Social Studies	45/225
Social Emotional Learning (SEL)	None Stated
Intervention/Enrichment	30/150 (Acceleration)
PE	30/60/150-300
Fine Arts	30/60/150-300
Transitions	30 (includes TDPE, NO TDPE on PE days; No Pull out during CORE instruction)
Lunch/Recess	60/300

Barrington 220 Schedule Parameters, 1st/2nd

Primary, Grades 1-2

Minimum Daily Equivalent Recommended Minutes

*Please note that integrated minutes change time recommendations and allow for greater flexibility.

Literacy

- 60+ minutes Reading Workshop
- 30+ minutes Word Study (can be included in small group instruction).
- 50+ minutes Writing Workshop
- 20 minutes Interactive Read Aloud/Shared Reading

Mathematics

- 50 minutes core math (Math in Focus)
- 10 minutes Calendar Math

SEL

- 10 mins Second Step

Science

- 30 minutes core science

Social-Global Studies

- 20 minutes (please note that SSGS team has not yet decided on time recommendations)

Health

- One unit at each grade level integrated into science, SSGS, or literacy.
- Healthy Habits list quick review during each trimester.

Barrington 220 Schedule Parameters, 3rd-5th

Intermediate, Grades 3-5

Minimum Daily Equivalent Recommended Minutes

*Please note that integrated minutes change time recommendations and allow for greater flexibility.

<p style="text-align: center;"><u>Literacy</u></p> <ul style="list-style-type: none">• 50 minutes Reading Workshop• 50 minutes Writing Workshop• 20 minutes Word Study• 10 minutes Interactive Read Aloud/Shared Reading	<p style="text-align: center;"><u>Mathematics</u></p> <ul style="list-style-type: none">• 50 minutes core math (Math in Focus)• 10 minutes Calendar Math	<p style="text-align: center;"><u>SEL</u></p> <ul style="list-style-type: none">• 5-10 mins Second Step
<p style="text-align: center;"><u>Science</u></p> <ul style="list-style-type: none">• 45 minutes core science	<p style="text-align: center;"><u>Social-Global Studies</u></p> <ul style="list-style-type: none">• 40 minutes (please note that SSGS team has not yet decided on time recommendations)	<p style="text-align: center;"><u>Health</u></p> <ul style="list-style-type: none">• One unit at each grade level integrated into science, SSGS, or literacy.• Healthy Habits list quick review during each trimester.

Collaboration Time per Building 2017-2018

Holmes	
Monday	5, 3, 2, Kindergarten (30-minutes)
Tuesday	5, 4, 3 (30-minutes), 2, 1
Wednesday	1, Kindergarten All staff have Common Plan 2-3pm
Thursday	5, 4, 3
Friday	5, 4 (30-minutes), Kindergarten

Hatch	
Monday	K,1,3,4 2 & 5 -30 min
Tuesday	K,1,3,4, 5 2 -30 min
Wednesday	1,2,5 All staff have Common Plan 2-3pm
Thursday	K,1,2,3,4 5- 30 min
Friday	K,1,5 2, 3, 4- 30 min

Collaboration Time per Building 2017-2018

Beye	
Monday	Monday K,2,3,4,5- 1 hour 1st- 30 min.
Tuesday	Tuesday K- hour 1,3,4- 30 min.
Wednesday	Wednesday 2,3,4,5- 1 hour All- 1 more hour 2-3pm
Thursday	Thursday K,2,4,5- 1 hour 1st- 30 min.
Friday	Friday K,3,5- 1 hour 1st- 30 min.

Mann	
Monday	1st 12:15-12:45pm 3rd 10:10-11:10am 4th 8:10-9:10am 5th 9:10-10:10
Tuesday	K- 1:45-2:45pm 2nd 8:10-9:10am 3rd- 12:15-1:15pm 4th- 10:10-11:10am 5th 9:10-10:10
Wednesday	1st 8:10-9:10am 2nd- 12:15-1:15pm All staff have Common Plan 2-3pm
Thursday	K- 1:45-2:45pm 1st 12:15-12:45pm 3rd 10:10-11:10am 4th 8:10-9:10am 5th 9:10-10:10
Friday	2nd- 12:15-1:15pm 3rd 10:10-11:10am 4th 8:10-9:10am 5th 9:10-10:10

Collaboration Time per Building 2017-2018

Irving	
Monday	2nd grade 1 hour 3rd grade 1 hour
Tuesday	1st grade 1 hour 5th grade 1 hour
Wednesday	K 1 hour
Thursday	4th grade 1 hour
Friday	N/A

Longfellow	
Monday	1*, 2*, 3, 4 (30), 5 (30) *Includes library
Tuesday	1, 2, 3, 4, 5
Wednesday	2 (30) All staff have 2-3 Common Plan Time
Thursday	K, 2*, 3, 4*, 5 *Includes library
Friday	K*, 1, 3, 5 *Includes library

Collaboration Time per Building 2017-2018

Lincoln	
Monday	1, 2
Tuesday	K, 3, 4, 5
Wednesday	K All staff have Common Plan 2-3pm
Thursday	3, 4, 5 (30 min)
Friday	1, 2, 3, 4, 5 K (30 min)

Whittier	
Monday	Kindergarten - 60 mins 1 st Gr - 30 mins 2 Grade- 30 mins
Tuesday	Kindergarten - 60 mins 1 st GR - 30 mins 2 nd Gr - 30 mins 3 rd Grade - 60 mins
Wednesday	1 st Grade-30 mins Gr 5-30 Mins All Grade Levels-60 Mins
Thursday	5 th Gr- 30 mins 3 rd Gr-60 mins 1 st Grade-30 mins 2 nd GR. 30 Mins
Friday	Kindergarten-60 mins 2 ND Grade-30 mins 3 rd Gr-60 mins 5 th Gr-60 mins



Benefits of Schedule from Staff Feedback - Elementary

- Common Plan Time
- Uninterrupted/Solid blocks of time to teach Math and ELA
- Routines
- Consistent Schedules

**Feedback via Ed Council*



Challenges of Schedule from Staff - Elementary

- Some only 1 hour of common plan time a week/not equitable across buildings
- 4th and 5th Grade students are pulled out for Band and Orchestra and the classroom instructional time is not made up
- Challenging to schedule science and social science
- Lack of flexibility for teachers to schedule
- PEA is not on PE days
- Traveling teachers have less prioritization with scheduling
- New Specials Schedule is challenging with beginning after lunch and teaching to the bell at the end of the day

*Feedback via Ed Council



Challenges of the Master Schedule from Staff - Elementary

- Specials Teachers find it challenging not to have grade level classes back to back 2, 2, 2, or 5, 5, 5
- Teachers find transition times challenging
- Art teachers would like to have the same classes to teach year after year
- Uneven distribution of plan time
- No equity in interventionists across district
- Time of day some of the blocks are scheduled



Philosophies Employed at Brooks and Julian

IB

- The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help create a better more peaceful world through intercultural understanding and respect.
- To this end the organization works with schools, governments, and international organizations to develop challenging programmes of international education and rigorous assessment
- These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences can also be right.

Middle School Philosophy Components

- Teaming and Advisory Structures
- Interdisciplinary Units and flexible grouping opportunities
- Service Learning and Community Partnerships
- Supporting Character Development



History of Scheduling at MS

IB Authorization

- BOE approved decision in 2012
- Grant was secured and over three year preparation IB was rolled out in SY16
- Foreign Language offered as year long course to all students

2016-2017 Implemented a scheduled that enabled:

- Common planning time by team
- Common planning time by grade level content areas
- An intervention (WIN) period for students
- Health for 6th grade students



Middle School Scheduling to Implement 2019-2020

A school's schedule reflects its vision for student success. Many fundamental assumptions about how time and people are organized go unquestioned. Much more is possible by re-examining some assumptions about the experiences to effectively schedule for students and staff. We will be working with Sensible Innovation to learn how to best maximize scheduling for student success.

1. Train the Trainer begins in January with a team of Leaders comprised of District, MS Principals, MS Teachers
2. A MS Scheduling Team will seek input from community (teachers, students, families) through community forums and surveys

Team will seek to answer and address questions important to our community, for example:

- How can we justify short choppy periods of time (40 min) as being responsive to the needs of our MS students and teachers?
- How can scheduling support what we know to be good teaching?
- How can scheduling enable teachers to collaborate and learn from each other?



Common Plan Time at MS

- Daily Common planning time by team
- Common planning time by grade level content area
 - Brooks-Grade level teams meet 2 to 3 times a week, Grade Level Departments meet 2 to 3 times a week, including art, WL, PE teams
 - Julian-Grade level teams meet 3 times a week, Grade Level Departments meet twice a week. This includes core classes, WL, and the Arts.

Common Advisory Period for Students

- Brooks this happens on Mondays from 9:00am to 9:45am
- Julian this happens on Monday and Thursday from 9:00-9:28



Challenges of Scheduling at MS

- IB Scheduling requirements are met
 - 50 hours per year of ARTS for total of 150 hours, 50 of which needs to be in a visual arts (Art Foundation, Arts & Culture, Fine Art or Applied Art) and 50 of which need to be in a performing art (Speech Drama Debate, Band, Orchestra or Chorus)
 - 50 hours per year of STEM for total of 150 hours
 - 50 hours per year of WL course but must be sustained throughout the entire school year
- WIN (What I need)/Intervention period for students
- Common Plan time for Team as well as Grade Level Department
- Physical Education and Health
- Advisory
- No more than 3 class periods teaching in a row, if possible
- EL Services
- Length of periods too short for some content areas



Benefits of Scheduling from MS Teacher Input

- Team approach is great
- Time to meet with teams
- One advisory period per week (Brooks)
- WIN
- Super Grade Level Meetings
- Common Plan Time/Department Plan Time
- Two plan periods

*Feedback via Ed Council



Challenges of Scheduling from MS Teacher Input

- Cross Teaming of students
- Short class periods
- Locked Schedules
- Inequitable Class periods- some small number of students, some larger number of students
- Field trips
- Lack of common plan time for all departments (Brooks has for grade level departments daily, even for elective classes - PE, Art, WL but not for STEM)
- Lack of equity in choice for students who need support



Policy Implications

- Consider adding policy to address MTSS



Financial Implications

- Staffing Additions for MTSS (18-19 school year)
- Purchase Interventions for Reading (18-19 school year)
- Purchase Interventions for Math (18-19 school year)
- Purchase of Enrichment Materials (18-19 school year)
- Professional Development (18-19 school year and 19-20 school year)

Approximate Cost: 2.5 Million (over 2 years)



References

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