

# WORKSHOP INFORMATION

## *Building Unique Schedules for Contemporary High and Middle Schools*

### I. Fifteen reasons for restructuring

### II. Structural or format options

- A. Day 1 / Day 2
- B. Semester 1 / Semester 2
- C. Interdisciplinary – maximum flexibility
- D. Interdisciplinary – limited flexibility
- E. Interdisciplinary – encore or exploratory program
- F. Combination team
- G. Single subject or disciplinary team
- H. Rotational

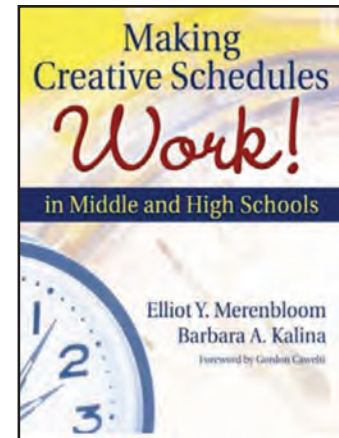
### III. Steps in building a schedule

- A. Review reasons for restructuring
- B. Choose structural options
- C. Create bell and lunch schedules
- D. Formulate program of studies
- E. Develop student registration materials
- F. Establish student data base
- G. Project enrollment
- H. Decide team composition
- I. Create department summaries
- J. Categorize teacher assignments
- K. List singletons and doubletons
- L. Formulate conflict matrix for singletons and doubletons
- M. Develop a blueprint
- N. Assemble grid of teachers' assignments
- O. Place singletons and doubletons on master schedule
- P. Enter remainder of courses
- Q. Complete initial and subsequent computer runs
- R. Print class lists

### IV. Staff development component

- A. Small learning communities
  - 1. Role and function
  - 2. Goal-setting process
- B. Teaching in variable-length time periods

### V. Implementing change



Participants will receive a copy of *Making Creative Schedules Work in Middle and High Schools*, Corwin Press, 2007.

To purchase additional copies, please go to [www.merenbloom.com](http://www.merenbloom.com)

#### DAILY SCHEDULE

🕒 8:00 a.m. – 8:30 a.m. – Continental Breakfast

🕒 8:30 a.m. – 12:00 noon – Morning Session

🕒 12:00 noon – 1:00 p.m. – Lunch (on your own)

🕒 1:00 p.m. – 3:00 p.m. – Afternoon Session