

## High School Scheduling 101

1. How many students are enrolled? Helps to determine sections.
2. How many sections will exist? (Keep in mind class capacities and over 30 students in classes other than Choir and Band are potential fire marshall issues.)(Additionally, the weight room and welding shop can only have a specific number as well as concurrent writing can have no more than 24 per section, so what are limitations?)
3. How many staff are needed per period in order to accommodate each section and allow for 15% of staff to be on prep at any one point?

### Building the Schedule

1. Shared Staff limit availability of classes for scheduling – band, EL
2. Sections and Licenses limit availability as well as 6/7/8 classes for reading and math
3. Core Course Scheduling - For the most part with cores, there are 2 cores per period for grades 6-11 and each grade will be in one of two sections. Grades 11/12 present problems with optional core courses for English and only needing 2 cores as seniors.
4. Credit requirements come into play – Grades 6-8 should have music yearly but we also wanted to provide an additional elective option so music may not be all year for grades 7/8.
  - a. MDE says students must have PE yearly in grades K-8 and then health and pe each one time in high school
  - b. Licensure
    - i. Social Studies: 5-12 or 7-12 License (with two sections and 4 credits needed at HS that is 8 classes along with junior high. 4 credits means we need more than 2 FTE to cover)
    - ii. Science (Need middle school license to cover 6-8, HS needs to have life science, earth science, and chemistry and physics which are all separate license)
    - iii. Math – We have some K-6, some 5-8 middle school endorsed, and some 7-12 licenses)
    - iv. English – K-6 or 7-12 (concurrent is needed to have both communications and English, literature and reading)
    - v. Spanish – 6-12 license
    - vi. Art – K-12 License
    - vii. PE/Health/DAPE (three separate licenses)

- viii. Ag – Covers 7-12 ag with no reimbursement for CTE levy for under grade 9, Perkins only covers cost 7-12)
- ix. Construction Careers (does not cover manufacturing or welding)
- x. Title One – Must having Reading endorsement over grade 6, math must have K-6 license or 5-12 math license)
- xi. Instrumental music – covers only band and classroom music
- xii. Vocal Music– covers only choir and classroom music
- xiii. Special Education – New ABS license covers all but DCD, old licenses cover individual disabilities of DCD, Autism, EBD, LD
- xiv. Concurrent is tied to a specific content in general licenses until recent changes with WSU only.

5. Elective Course Scheduling

- a. Middle School – Allowing students the opportunity to explore Spanish, Art, Ag, Tech, and have option of band and choir.
- b. High School – What electives are typical per grade? 9 – Spanish 1, 10 – Spanish 2, etc.