

# MEMO

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**TO:** Superintendent Gina Butters, Board President Paul Widdison, WSD Board Members

**FROM:** Sheri Heiter

**DATE:** April 26, 2023

**SUBJECT:** Proposed Change in School Schedule

We recently conducted a survey seeking educator and parent/guardian input regarding a potential change in the daily schedule for all elementary and secondary schools. The proposed change would effectively reallocate 100 minutes back to instructional time and would provide for regularly scheduled collaboration time for educators. The survey question read as follows:

*As part of our ongoing efforts to provide high-quality, effective instructional experiences and support for all students as well as time for educators to collaborate, we are considering potential schedule revisions. A slight adjustment to starting and ending times would more closely align all schools across the district and would allow for 100 additional instructional minutes per week. It would also provide for sustained collaboration time for all educators to further the PLC process. (This would, in effect, move the schedule back to the way it was pre-pandemic.)*

*Our proposed schedule across the district would be:*

*Elementary: Starting time at 8:30 am and ending time at 3:10 pm; early out each  
Wednesday at 1:10 pm*

*Secondary: Starting time at 7:45 am and ending time at 2:30 pm; two early  
outs per month on Wednesdays at 12:15 pm*

The survey was completed by 3,905 parents/guardians and 1,281 educators over a period of approximately two weeks. 75% of the community respondents either supported the change or didn't have strong feelings either way. 76% of our educators also supported the schedule modification or didn't have strong feelings either way. We will recommend a change in the schedules as detailed above to begin during the 2023-2024 school year for the Board's consideration.