

## **Middle School Common Schedule Work Group**

*Main points from meeting held Mon., Dec. 3, 2012*

- We reviewed the rationale for a common schedule at all 4J middle schools.
- We reviewed the three phases of our work: agreeing on a basic framework, adapting the framework to individual buildings, and using this opportunity to re-embrace the middle school model.
- We reviewed the elements of the framework: establishing the number of periods, the number of minutes in a period, the presence of a regularly scheduled advisory, and time for teacher collaboration.
- We heard a report from the Common Schedule Operations Work Group that included a preference for a staggered start and end time at middle and high schools. Times that work well for operational efficiency include middle school starting at 8:55 and ending at 3:23, which is close to where most middle schools are now.
- A proposal to "bank" hours during the week for longer time for collaboration on a regular basis was discussed. In general the work group found this proposal favorable and also raised a few questions about the potential impact on classified staff and families.
- Advisory was discussed and the work group generated a list of desired components of advisory.
- We reviewed the givens: middle schools will be on a trimester six-period day schedule, there will be regular time for advisory, there will be regular time for teacher collaboration outside the school day, and the four core content areas (math, language arts, social studies and science) will be taught daily. We also determined that the length of class periods should be approximately 55 minutes.