

Elementary Options for Scheduling

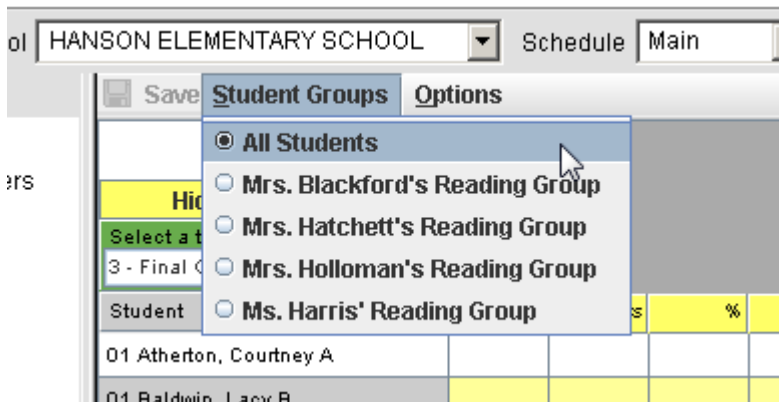
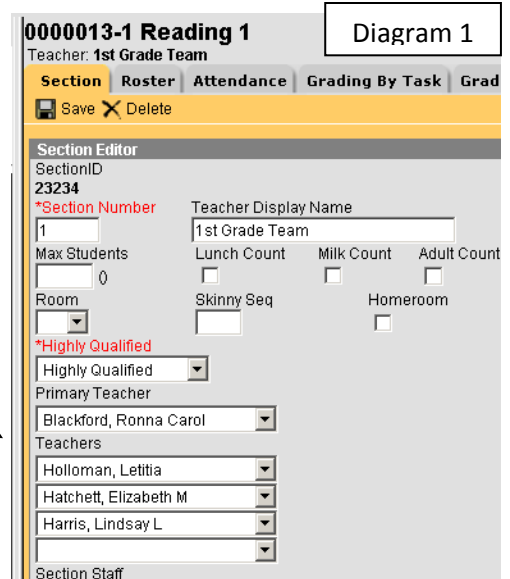
There are many options for elementary scheduling. Each school needs to choose an option for each grade level that suits how they want to grade students. Below are some of the examples of how elementary students can be scheduled into one or more sections. As you will see in the examples below, your decisions need to be made about how you want the grade book to look and how you want to group students. Intermediate can be different from primary, and grades within primary can vary.

OPTION 1: All Grade Level Students in ONE Section (for 1 or more subjects)

Example: Hanson chose this option last year for 1st Grade Reading and Math. This option would enable all teachers of that grade level to see or change grades for all students in that grade level.

How it Works: All 1st grade teachers are assigned to a section called "1st Grade Reading". All 1st Grade teachers were assigned to this section.

For flexible grouping, they set up STUDENT GROUPS within their grade book as shown below. Each teacher would see all students in that course, but they would select their particular group to score.



Pros/Cons: All teachers assigned can track progress for all students, but it could create a lot of sections in the drop-down box.

OPTION 2: Multi-Grade Sections

We have no examples of this from last year, but we did hear from some schools who wanted the ability to flexibly group students below or above grade level for some subjects.

How it Works: We would set up a course for more than one grade level. (For example, Reading K-3). We would assign all K-3 students to one section and assign all K-3 teachers to that section. Then we'd use STUDENT GROUPS as described above. Some groups might look like this:

- Reading K – Teacher A
- Reading K – Teacher B
- Reading 1 –Teacher A

- Reading 1 –Teacher B

The student schedule and report card would show the course name of Reading K-3 (or whatever the course was named). The teacher name on the report card would be the PRIMARY TEACHER field shown the first diagram on page one. Also note how Grading by Task works as described in Option 1.

Pros/Cons: This allows a great range of flexibility all during the year in moving students from one group to another. This might work well for a Success for All school. All teachers assigned can track progress for all students. However, it does require teachers to pay attention to who they are grading. The grade book will also be clumsy since there will be more students names showing up. The flexibility could be for just a few grade levels or the entire primary block. If 3rd grade is included, remember that they use numeric grades and K-2 uses standards, so this could present a problem if 3rd graders are included.

OPTION 3: One Teacher with Same Students All Day

Example / How it Works: Most schools used this option last year because Infinite Campus was new and options were not as flexible then. This is still an option if flexible grouping is not used and the students do not have any other teachers.

OPTION 4: Departmentalized Sections

Example: West Broadway’s fourth and fifth grade teachers are departmentalized. *They wanted the ability to only see the students they teach in their grade book.* Note that they could have gone with OPTION 1 if they wanted to use STUDENT GROUPS and see all student grades.

How it Works: In this case, we set up a section under each course for each homeroom teacher, but we only listed the departmentalized teacher as a teacher for that section. In this example, Metcalfe teaches a section for Walker’s students.

Pros/Cons: You want to avoid dropping students from one class and adding them in another since you will lose grades. This works well if you want to simplify your grade book and not see so many sections.

7020604-3 Science 4
 Teacher: Walker - Metcalfe

Section Roster Attendance Grading By Task Grading

Save Delete

Section Editor

SectionID
8393

*Section Number Teacher Display Name
 3 Walker - Metcalfe

Max Students Lunch Count Milk Count Adult Count
 0

Room Skinny Seq Homeroom

*Highly Qualified
 Highly Qualified

Primary Teacher
 Metcalfe, Sheila Ann

Teachers

Section Staff

Elementary Scheduling: Brainstorm List by Grade Level

Complete this checklist and add notes before your meeting.

Kindergarten

- 1- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes

1st Grade

- 1- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes

2nd Grade

- 1- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes

3rd Grade

- 1- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes

4th Grade

- 1- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes

5th Grade

- All in one section
- 2 - Multi Grade Sections
- 3 - Same Teacher, Same Subjects All Day
- 4 – Departmentalized

Describe what you want this to look like:

Teacher	Subject	Notes