

Name:
Type:

Middle School/High School Scheduling Committee
Ad Hoc

Purpose(s)/Goal:	<ul style="list-style-type: none">To review existing middle school and high school schedules and develop criteria for creating a common and aligned schedule across the district.												
Basis for Establishment:	<ul style="list-style-type: none">Align schedules to allow students and staff to travel between schools to take or teach classes at more than one high school or middle school.Align middle school and high school schedules to expand opportunities for students.												
Decision Making Process:	<ul style="list-style-type: none">Provide recommendations to the Graduation Requirements Implementation Task Force and the superintendent.Consensus will be used for internal decisions during the work of the Ad Hoc Committee.												
Plan of work:	<ul style="list-style-type: none">Review current schedules.Identify the components that need to be addressed in a common schedule.Review transportation issues.Review special education and special program issues.												
Communication Plan:	<ul style="list-style-type: none">Use focus groups to get input from families.Post minutes of all meetings on the district website.Update administrators at Level, Leadership, and Central Administrative Team Meetings.												
Members													
Regular:	<ul style="list-style-type: none">High school principalsMiddle school principals2 High school students1 Middle school student1 Elementary parent1 High school parent1 Middle school parent3 High school teachers (includes a counselor)												
Ex-officio:	<ul style="list-style-type: none">2 Middle school teachers (include an itinerant teacher)Executive Director for School AdministrationDirector of Special ProgramsDirector of Special EducationCTE DirectorSuperintendentHuman Resources RepresentativeDirector of Transportation												
Responsibilities:	<ul style="list-style-type: none">Attend meetings and participate in discussions.Work to develop consensus regarding recommendations.Design and implement a communications plan.Report progress to the Graduation Implementation Task Force.												
Timeline:	<ul style="list-style-type: none">Initial work completed by April 2009. <table border="1"><thead><tr><th colspan="3"><u>SCHEDULED MEETINGS</u></th></tr></thead><tbody><tr><td>January 12, 2009</td><td>3:00 – 5:00</td><td>Conference Room 212</td></tr><tr><td>February 2, 2009</td><td>3:00 – 5:00</td><td>Board Room</td></tr><tr><td>March 2, 2009</td><td>3:00 – 5:00</td><td>Conference Room 212</td></tr></tbody></table>	<u>SCHEDULED MEETINGS</u>			January 12, 2009	3:00 – 5:00	Conference Room 212	February 2, 2009	3:00 – 5:00	Board Room	March 2, 2009	3:00 – 5:00	Conference Room 212
<u>SCHEDULED MEETINGS</u>													
January 12, 2009	3:00 – 5:00	Conference Room 212											
February 2, 2009	3:00 – 5:00	Board Room											
March 2, 2009	3:00 – 5:00	Conference Room 212											
Budget Implications:	<ul style="list-style-type: none">To be determined.												