Potential Scheduling Constraints and Conflicts

Requirements from the outside:
  • Federal mandates
  • State requirements
  • District initiatives
  • Middle school coordination

Staffing allocations:
  • # teachers provided by the district
  • # teachers in each subject
  • Teacher credentials

Collective bargaining agreement:
  • Class size limit/balance
  • Number of teacher preps
  • Innovative scheduling

Credit requirements:
  • Course prerequisites
  • High school graduation
  • College entrance

Space constraints:
  • Science labs
  • Computer labs
  • Athletic facilities
  • Art/music facilities
  • # classrooms

Time Constraints:
  • # periods/day—traditional/block schedules, variations
  • Off campus classes

Singletons, doubletons:
  • Band, chorus, arts, drama
  • IB/AP classes
  • Junior/senior advanced courses

Special populations/programs:
  • Special education
  • English language learners
  • Double dosing—Eng./math
  • Credit recovery programs
  • High performing students
• Career/ technical education

**Teacher preferences/ needs:**
• Teacher requests--prep time, classroom, #/nature of preps
• Professional development time
• Non-class assignments
• Distributed leadership

**SLC/ Academy needs:**
• Linked classes
• Common teacher prep time
• Balancing across SLCs
• Looping
• Advisories, tutorials

**Software capabilities:**
• Ability to link classes
• Recognizing teacher conflicts
• Ease of use, training required
• On-line registration
• Teacher e-mail
• School website

**Making the deadlines:**
• Course options to students
• Student sign-ups
• Data into the computer
• Master schedule runs
• Necessary adjustments
• Teaching assignments

--- source: CASN Scheduling Guide for Career Academies and Other Small Learning Communities