**FINAL MASTER SCHEDULE TEAM REFLECTION ON THE OVERALL MASTER SCHEDULE PROCESS AND FINAL PRODUCT**

(The Master Schedule itself)

**WHAT? SO WHAT? NOW WHAT?**

You have been reflecting on your progress and learning at each stage of the master schedule process. For a final reflection on the overall master schedule process and product (the master schedule itself), you will use a well-known reflection model to guide your thinking: What? So What? Now What?

To Do: Write a one-to-two page Reflective Essay on the Master Schedule Process and Product. Include this essay in your Master Schedule Notebook.

**What?**

(Description of the Master Schedule Process and the final Product.)

Some possible prompts: Report what happened in the master schedule process, objectively. Without judgment or interpretation, the team describes in detail the major steps in each stage of the master schedule process. Without judgment or interpretation, the team describes the resulting master schedule.

**So What?**

Some possible questions to answer: What did you learn? What are the three most important things your team learned during the master schedule process?

What new knowledge resulted from the process of developing the master schedule? What lessons did the process of developing the master schedule provide for planning and implementing a more effective master schedule development process in the future? What difference did attention to process make? How did the master schedule development process contribute to the organizational culture in your school? To what extent did shared knowledge, values, processes, and tools result? How did the master schedule development process help stakeholders better understand one another’s positions?

Reflecting on your final product: What are the best things about the master schedule that resulted from your development process? What challenges in the master schedule still remain? Describe at least one of the remaining challenges and suggest some possible solutions? How well does the resulting master schedule reflect your master schedule guiding principles and priorities? How well does the resulting master schedule support quality learning and teaching?

Do what extent did you achieve your goals of effectively scheduling interdisciplinary pathways? What percent of pathway students are purely scheduled into their pathway program of study? What percent of pathway teachers share common planning time? What did you learn about achieving these pathway priorities?

Which of your organizational weaknesses and strengths are illustrated by the resulting master schedule?

The Team (In what ways did the group work well together? Are there any ways in which the group might have accomplished its tasks more effectively?

**Now What?** How will your Master Schedule team think or act in the future as a result of this master schedule process? Possible questions might include: Is there something the District might have done to better support the master schedule process at your school? As you think about the master schedule team beginning the process of developing a master schedule for the coming year, what should the team keep doing? What should the team do differently or spend more time doing?

What advice would you give to any new Master Schedule Team just beginning the process of creating an action plan and timeline for the Master Schedule development process? Has your understanding of what it takes to build an effective master schedule changed? If so, what do you know now that you didn’t know before? Summarize the most important things you will take with you from this master schedule team experience. What are your next steps?

**FINAL MASTER SCHEDULE TEAM REFLECTION**

**WHAT?**

**SO WHAT?**

**NOW WHAT?**