

## SCHOOL-BASED DECISION MAKING

**School:** Fern Creek High School

**Subject of the Policy:** School Schedule

### *Policy Statement*

Prior to the start of the new school year, the administrative staff will develop the master schedule for the school based on the individual needs of the students and instructional programs within the school. The number of classes, rotation of classes, coordination of a lunch schedule, and provision of equitable planning time for all teachers shall be factors in developing the schedule.

The administrative staff will provide the schedule to the principal for approval by the SBDM Council by **June 1** of each year. Any subsequent additions or amendments to the master schedule shall be the responsibility of the principal and based on the needs of the students.

The master schedule will provide:

- Equitable instructional time for **all** students to meet established content standards and to have enrichment and/or remediation opportunities.
- Opportunities for all Certified teachers to have at least the minimum contracted planning time.
- Opportunities for staff teams to meet at least twice monthly for common planning, review of student work, professional development (PD), and other designated Professional Learning Community (PLC) activities.

**Date of First Reading:** 11-15-18

**Date of Second Reading:** 12-20-18

**Date Adopted:**

12-20-18

**Signature:** \_\_\_\_\_



(SBDM Council Chairperson)