SHS Parent Forum
The Master Schedule Process

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INSPIRE . CHALLENGE . EMPOWER

Agenda

- Characteristics of a Comprehensive High School
- Decision-Making Process for Courses
- Master Schedule Process

Shelton School District High Schools

CHOICE High School

Shelton High School

Cedar High School

What is a comprehensive high school?

- Provides a well-rounded education

- Serves a variety of students

- Offers a broad range of Courses of Study and Activities
  - AP/College in the High School
  - Career and technical
  - Special Education
  - Music, Theater, Arts
  - Sports

Shelton High School

- Brief history

- Enrollment
  - This year - 1417
  - Projected next year - 1517

- Staff – about 90+ certificated; about 125+

- Number of different courses offered
  - This year – 178
  - Next year projected - 146

Current Configuration and Focus

SSD Strategic Plan:

1. High Quality Literacy Instruction

2. College and Career Readiness

How developing a master schedule fits into the Strategic Plan:

1. Increased rigor – AP, College in HS, etc.

2. Academy Model - College/Career Readiness

3. ELA Literacy Initiative

How do we determine what to offer?

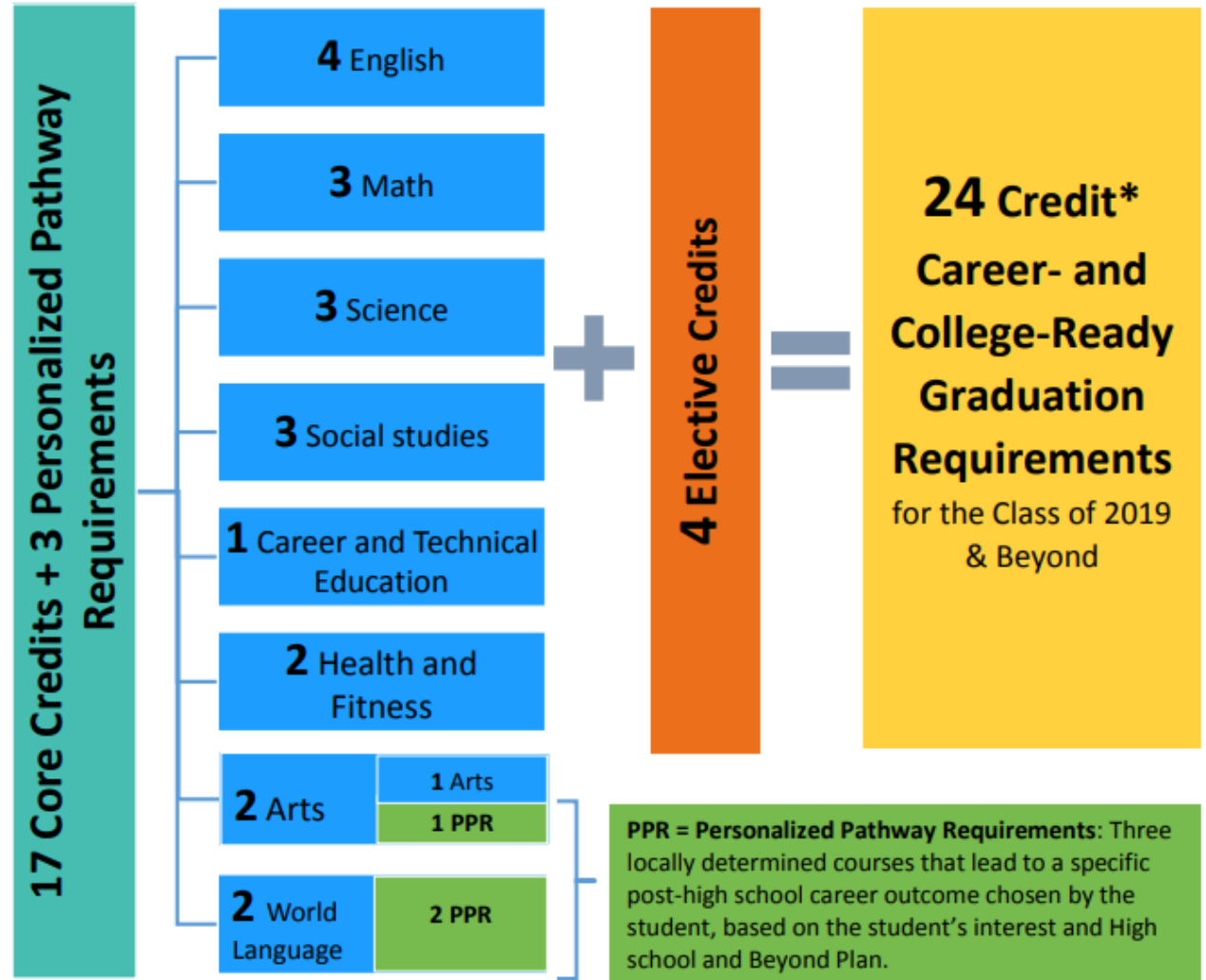- GRADUATION REQUIREMENTS

- INSTRUCTIONAL MODEL

- STUDENT CHOICE

- ENROLLMENT/ SIZE OF SCHOOL

- QUALIFICATIONS OF STAFF

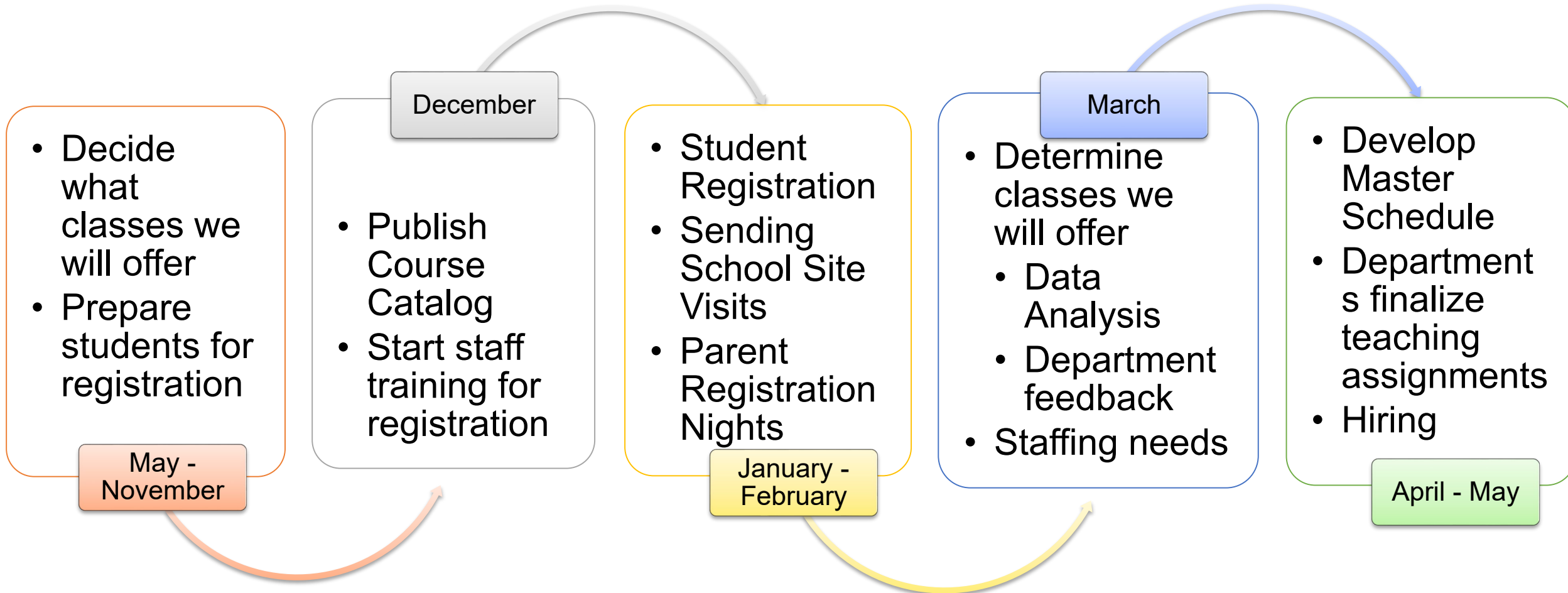# How Do the 24-Credit Graduation Requirements Add Up?

Types of Classes

- Core Classes
  - Math
  - Science
  - English
  - Social Studies

- Graduation Requirements
  - Fine Art
  - Health
  - PE
  - World Language or PPR
  - CTE
  - Electives

Specific classes within each of these areas is driven by the lens of the student's chosen Academy Pathway and their HSBP.

Timeline for Master Schedule

May - November
- Decide what classes we will offer
- Prepare students for registration

December
- Publish Course Catalog
- Start staff training for registration

January - February
- Student Registration
- Sending School Site Visits
- Parent Registration Nights

March
- Determine classes we will offer
  - Data Analysis
  - Department feedback
- Staffing needs

April - May
- Develop Master Schedule
- Departments finalize teaching assignments
- Hiring

The Future SHS Academy Model

Highclimber (Freshman) Academy

Business, Finance and Hospitality Academy
- Business
- Culinary
- Entertainment Production
- Marketing

Health Science Natural Resource Academy
- **Health Sciences**
  - Patient Care
  - Medical Services
- **Natural Resources**
  - Forestry
  - Horticulture

Manufacturing Engineering Technology Academy
- Automotive
- Construction
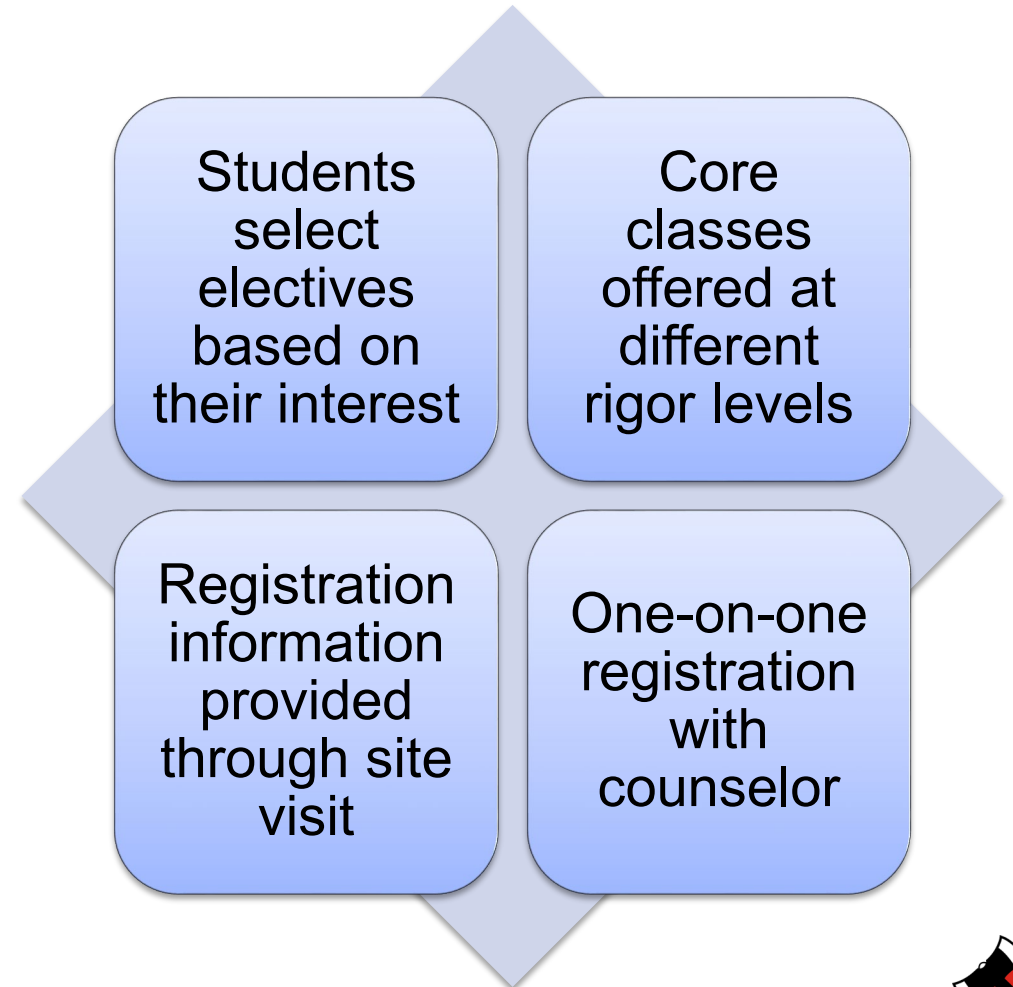- Engineering
- Welding
- NJROTC

Creating the Course Catalog

- Update and change as necessary

- Lists all our classes we can offer in the given year

Student Registration– Incoming Freshmen

- Freshmen requirements (# of sections)
  - Freshmen Seminar (2)
  - Algebra I or Geometry (3)
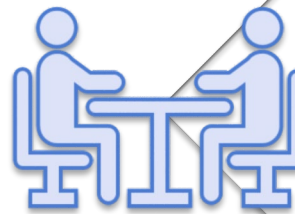 - Science (2)
  - ELA (3)
  - PE (2)
  - Electives (3)

Students select electives based on their interest	Core classes offered at different rigor levels
Registration information provided through site visit	One-on-one registration with counselor

SHELTON SUCCESS

Student Registration–Current Freshmen through Juniors

Based on
- Graduation requirements (4-year plan)
- Academy selection
- The student's High School and Beyond Plan
- Student's Interest and Rigor

Selected Pathway Classes

One-on-one registration with counselor

Building the Master Schedule

Based on student requests

Determine how many sections of each class that we can offer

- Based on minimum number of students per class
- Based on maximum number of students per class

Evaluate staffing needed to support the number of classes

- BEA
- CTE
- Other

Create a Master Schedule

Computer analyzes student requests and determines best place to put classes that creates the least number of conflicts.

Use alternate requests for students with conflicts.

Student Schedules

Students receive schedules during summer (Highclimber Orientation/Bash)

- Can make changes during schedule change window.

Future Considerations

- Student equity Committee involvement in handbook and Course Catalog.
- College in the High School

Questions?