

MIDDLE SCHOOL - AUTOMATED STUDENT SCHEDULING

WHAT'S NEW FOR 2009-2010?

- 🍏 In alignment with SB 1908 the District will begin implementing automated scheduling for math, reading, science, language arts, and social studies courses.

WHAT YOU NEED TO DO?

- 🍏 Enter appropriate reading data (Dar Word List, Florida Oral Reading Fluency) into Virtual Counselor by the dates noted on the Reading Assessment calendar. (*Use of San Diego to assess for reading was discontinued at the end of the 2008-2009 school year.*)
- 🍏 Identify a master scheduling team of two administrators (one being the Master Scheduler), the Guidance Director, the Reading Coach, the Math Coach (and any other curriculum coaches), the ESE Specialist, and the Data Processor.
- 🍏 Thoroughly review the Master Schedule Standard Operational Procedure Guide with your team.
- 🍏 Send appropriate personnel to training, once announced.

WHAT WILL HAPPEN IF YOU DON'T?

- 🍏 Students will not have appropriate schedule for the 2010-2011 school year.
- 🍏 Students may not be appropriately placed by the automated registration system and schools will be out of compliance with District scheduling standards.

WHO NEEDS TO KNOW?

- 🍏 Assistant Principals
- 🍏 Guidance Counselors
- 🍏 Reading Coach
- 🍏 Other members of Master Scheduling Team
- 🍏 Teachers

HOW WILL YOU COMMUNICATE FOLLOW-UP?

- 🍏 Share information at leadership meetings with Department Chairpersons.
- 🍏 Share information at faculty meetings.

CONTACT

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