



Academy and Small Learning Community Master Scheduling



Phases of Master Schedule Design Worksheet

CPA REQUIREMENTS	
CPA Requirements	<p>Lead Teacher:</p> <p>10th Grade CTE Class:</p> <p>10th Core Academic Classes:</p> <p>11th Grade CTE Class:</p> <p>11th Grade Core Academic Classes:</p> <p>12th Grade Capstone Class:</p>
VALUES & PRIORITIES	
Values	<p><i>What do you believe are the key ingredients for your CPA to engage and inspire student learning? Examples: Student/Teacher relationships, Student/Student relationships, Exciting interdisciplinary projects, Innovative teaching practice, etc...</i></p>
Priorities	<p><i>What does the master schedule need to include (class arrangement, teacher assignment, student assignment) in order to best reflect the above Values? Examples: Student purity, Teachers teach mostly CPA classes, Heterogeneous classrooms, CPA Common Prep, CPA classrooms clustered together, etc...</i></p>
Follow Up Questions about Priorities	



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PREPARATION	
Roles	Decision Maker: Puzzle Master: School Information System Specialist: School Historian:
Prep Next Steps	Things to consider: Changes to related structures, CPA recruiting, Course request gathering, correction, and ADJUSTMENT, Enrollment projections, Staffing projections and planning
SECTION PLANNING	
Plan for Unique CPA Course Titles/ Codes	
Plan for Tagging CPA Students	
Materials Needed	Things to consider: Planning board/software, Staffing worksheet, Section count worksheet, CPA Pathway worksheet



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NEXT STEPS	
Timeline / Goals	March:
	April:
	May:
	June: