

Early Dismissals:

We currently have early dismissals once per month. We are recognizing the need more staff time dedicated to understanding the common core standards, new expectations for teaching, technology integration, state and federal mandated trainings, and a variety of other changes.

The following documents are considered when making this decision:

<u>Staff Development Program</u>	<u>5:100</u>
<u>Educational Philosophy and Objectives</u>	<u>6:10</u>
<u>Educational Calendar and Organization</u>	<u>6:20</u>
<u>Curriculum Development</u>	<u>6:40</u>

[Strategic Plan/Mission Statement](#)

[Collective Bargaining Agreement](#)

Common Core Standards:

We have made significant progress in our implementation of the Common Core standards in several subject areas, and we will now need to complete this process across all subjects and all grade levels.

We currently have an active Math Committee that meets bi-weekly, and we will need to continue meeting throughout the summer. Each Committee needs to meet at least bi-weekly in order to make significant progress.

We will need to have an ELA Committee, Science Committee, Social Studies Committee, Fine Arts Committee, and other various committees in place to continue the work of fully implementing the Common Core State Standards.

Articulation Between Grades:

There is value in vertical articulation between grades. The only way to accomplish this is by meeting outside the school day. Currently each grade has an opportunity to articulate with the grade above twice each year. It is important for teachers to know the grade level expectations for academics and behaviors for the surrounding grade levels. It is important to remain as consistent as possible while students progress through the system.

Staff Development Time:

Staff members need to take time to increase knowledge and skills related to their profession. We have excellent teachers on our staff that have been able to provide learning opportunities for their colleagues during an early dismissal or team meeting. I would like to see these opportunities increase in frequency.

In addition, we have specific yearly requirements that must be met according to federal employment law, state laws, and state school code mandates. We need time during the year to accomplish these trainings.

Potential Solutions:

1. Keep the first Wednesday of each month as an early dismissal. Option one provides us with 9 early dismissals and **13.5 hours** of staff development time during the entire school year.
2. Have an early dismissal every Wednesday of the school year from September through May. There would be 35 Wednesdays. Option two would provide **52.5 hours** of staff development time. If the time were reduced to one hour, the total time would be **35 hours**.
3. Provide a late start on every Monday morning that school is in session. There are 28 Mondays from September through May. If we moved the start time back to 9:30 and 10:00 the total number of staff development time would be **42 hours** for the school year. If the start time were only pushed back to 9:00 and 9:30, the total number of hours for the school year would be **28 hours**.
4. Pull teachers out of class and hire substitutes to work on committees. This is how other school districts typically handle their curriculum development when they don't have access to early release time.
5. Have staff members complete committee work outside of the school day at their contractual rate.

Option 1 Highlights

- Does not change student contact time with teachers.
- Parents are accustomed to the current routine.
- Limited amount of staff development time.
- Does not take teachers out of the classroom.

Financial Impact: No financial impact for the District.

Option 2 Highlights

- Provides additional time for teachers to work together across grade levels and disciplines to share teaching ideas, curriculum implementation, and common assessments.
- Offers a consistent time each week so there is less confusion for parents on schedules.
- Significantly increases our opportunity for staff training. 52.5 hours for a 90-minute early dismissal and 35 hours for a 60 minute early dismissal.
- The Middle School schedule would be adjusted to reduce each class period.
- The Elementary schedule has several options. To accommodate the shortened day. The schedule would be adjusted to fairly distribute the time in class with students.
- There would be a greater reduction of student contact time in school than option 1 or 3.
- Does not take teachers out of the classroom.

Financial Impact: No financial impact for the District.

Option 3 Highlights

- Provides additional time for teachers to work together across grade levels and disciplines to share teaching ideas, curriculum implementation, and common assessments.
- Offers a consistent time each week so there is less confusion for parents on schedules.
- Significantly increases our opportunity for staff training.
- The Middle School schedule would be adjusted to reduce each class period.
- The Elementary schedule has several options to accommodate the shortened day. The schedule would be adjusted to fairly distribute the time in class with students across content areas.
- There would be a greater reduction of student contact time in school than option 1 and less than option 2.

Financial Impact: No financial impact for the District.

Option 4 Highlights

- Small groups of staff members can be grouped together at one time on a consistent schedule.
- The District would need to cover the substitute costs.
- There is typically a dip in student learning with substitutes in a classroom.
- The teachers do not have the ability to articulate between grades.

Financial Impact: This cost would be about \$1,800 per committee for 14 hours of work. At about 10 committees, this would be about **\$18,000 per year**. This assumes that every staff member would be on a committee and be pulled out of class for two days during the school year. This number is for comparison purposes only, and it will depend.

Option 5 Highlights

- This does not disrupt the school day.
- Many Middle School staff members have student activities before and after school and are not consistently available for meetings.
- Not all staff members are available consistently for other reasons.
- The District would need to pay staff at their contractual rate.
- There is no opportunity for articulation with other grade levels.

Financial Impact: This cost would be about \$3,500 for 14 hours of work per committee. At about 10 committees, this would be **\$35,000 per year**. This assumes that every teacher would be on a committee for 14 hours per year outside of the workday. I am using this number for calculation purposes only. This number will vary from teacher to teacher and year-to-year based on the need of the committee.

Neighboring District Solutions:

Emmons- Every Monday morning 1 hour

Grass Lake- Once per month for 90 minutes

Lake Villa – Every Friday afternoon

Antioch – Every Wednesday afternoon

Gurnee 56 – Quarterly early dismissals

Grayslake – Increasing half-day institutes from 3 to 6 for next year