Implementing a Trimester Schedule
A Proposal for Single-item School Improvement Plan
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Introduction
Goal: To problem solve challenges in Trimester schedule, to make the switch from 4x4 to Trimester at Notre Dame High School.

Why a Trimester:
All 4J high school to have a common schedule by 2012-14
To support student learning in our high schools and increase operational efficiency. 4J is working to develop a common schedule for all four high schools.

• More fair: Students' learning opportunities and time expectations for teachers would be more equitable.
• More efficient: Having four different schedules in our high schools creates operational inefficiencies, increases costs, and makes it difficult to share staff between schools.
• Better for students: Students would be better able to access courses at other high school campuses. Lane Community College and the University of Oregon, as well as virtual classes offered at a set time. Changing schools would be much easier for students who move, especially when the transition is mid-year.

Overall, the great compromise for the district. For one school, with a successful graduation rate and flexibility in scheduling will be a step backwards and for the other three high schools it will be a step forward. Going from a block schedule and 7 period day this will be a better schedule for these schools. For the one school on a modified 4 by 4 the trimester will give less flexibility in many ways.

Teaching Band in Trimester
Being the band director, I'm working on figuring out my program on this new schedule. I have 1/3 of my students in International High School and 1/3 in honors and 1/3 comprehensive. Also, a few of my students are in Spanish Immersion. I have students in all types of programs and involved in the school and community in many ways.

Currently: Concert Band, Symphonic Band, Marching Band, Wind Ensemble, Two Jazz Bands (audition only)
Other Oregon Schools Currently in Trimesters:
Oregon City
Canby
Hidden Valley
Other Oregon Schools that were in Trimesters:
Thurston High School
Newberg High School
Cascades High School
McMinville High School
Wilmot School District

Challenges in the Trimester Schedule
Teacher Preparation/Collaboration: This is a priority for superintendent.
Advisor: Graduation Requirements, Building Relationships with students, building community within a high school.
Accelerated Learners: The top end of the students within a high school, could be honors program, AP, or IB students.
AP Track: where to put classes to work with HIS and year-long electives.

Opportunities in the Trimester Schedule
Late Start on Wednesdays, every week. One week could be a staff meeting, team meeting and collaboration throughout the building.
Friday Activity: Every week have 30 minutes or 60 minutes to meet as an advisory, club meetings, student lead activities.

Create more single classes such as Science for 9th grade, one trimester has Interaction with Matter and one trimester being Engineering to meet Science/Core Standards. Order does not matter, having more classes that you can take in any order and are not in co-dependent on each other to allow flexibility for students.
Dual enrollment-with nearby universites and leave high school with multiple college credits.

Opportunities in the Trimester Schedule
AP Classes will be 3 Trimesters long. Band/Choir will be all year long also.
Set AP Classes: For example: 1st period: AP English (morning IHS meets 1st and 2nd)
2nd Period: AP US History
3rd Period: AP Science (Biology and Chemistry, might rotate years)
4th Period: AP Calculus (afternoon IHS meets 4th and 5th)
5th Period: Band/Choir/Upper Languages
3rd Period: All-Access Period for all Notre Dame students.

Not enough classes to schedule kids in.
Not enough staff to cover schedule
At-Risk Students
Sequencing of courses

In Band Program: Scheduling band students, no matter what track they are on, to be in band all year.
In Band Program:
Jazz Band- 0 Period, before school.
Concert Band – 3rd period, freshmen class during 1st trimester during all access period since upper level classes fall into this period.
Symphonic Band- 3rd period, students for 2nd and 3rd Trimester
Marching Band-5 period, 10th grade will receive PE credit, and 11th and 12th grade students.
Wind Ensemble: 5th Period, 11th and 12th students, 2nd and 3rd Trimester
History of Rock-n-Roll and Jazz: Single Trimester, all access class

Proposed 2013-2014 Trimester Schedule

<table>
<thead>
<tr>
<th>Period</th>
<th>9th Period</th>
<th>10th Period</th>
<th>11th Period</th>
<th>12th Period</th>
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<td>7:50-8:15 am</td>
<td>8:15-8:40 am</td>
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<tr>
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<td>9:05-9:30 am</td>
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<tr>
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<td>10:45-11:10 am</td>
<td>11:10-11:35 am</td>
<td>11:35-12:00 am</td>
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<tr>
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<td>12:25-12:50 pm</td>
<td>12:50-1:15 pm</td>
<td>1:15-1:40 pm</td>
</tr>
<tr>
<td>5</td>
<td>1:40-1:55 pm</td>
<td>1:55-2:20 pm</td>
<td>2:20-2:45 pm</td>
<td>2:45-3:10 pm</td>
</tr>
</tbody>
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Staffing Implications: All Teachers will teach 4 out of 5. The FTE will stay the same assuming all 9th and 10th graders will have full schedules. Therefore, FTE may have to shift or some will be added so that enough classes are offered.

Implications Imperatives and Timeline
The school has multiple programs within the school. The students can belong to International High School with full IB, honors program. Notre Dame Comprehensive, Spanish Immersion, and Academy. All these stake holders must work separately and then together to accomplish a trimester by January 2013.
• September: discussions about basic set-up and timeline
• October/November: submit and approve new classes or rework core subjects
• December: All courses approved and turned in to scheduling to be submitted to the Course Handbook
• January: Plan out the trimester schedule and work on the forecasting curriculum for advisory
• February: Forecasting for advisory, hopefully online version of the trimester schedule for parents and students to study
• March: Every student is forecasting and the number of requests is submitted and approved new classes or rework core subjects
• April: Visit the middle schools and forecast the incoming freshmen of 2013.
• May-July: Schedule all students into the trimester.
• August: Schedules are available.

References

References