

Elementary School Scheduling Made Easy

*I am here to help
you create the most
effective schedules
for your school!*

-Ned Gladfelter



In this course you will:

- ❖ Learn how to create a master schedule that protects and maximizes instructional time of the core classes.
- ❖ Learn scheduling techniques that allow for common planning time for all staff members and teams.
- ❖ Discover how to incorporate the intervention/enrichment support in a manner that reduces transitions and encourages more positive student behavior.
- ❖ Realize how you can minimize transitions and create a natural flow within your school so that the overall climate is more calm.
- ❖ Receive numerous templates that can be downloaded, modified and individualized to meet the specific needs of your school.

Plenty of Resources That You Can Download

H.O.B. 3rd Grade Schedule					Meeting Time		Location	
Ms. Crisco's Class								
	Monday	Tuesday	Wednesday	Thursday	Friday			
8:40-8:55	Arrival & Morning Work	Arrival & Morning Work	Arrival & Morning Work	Arrival & Morning Work	Arrival & Morning Work	8:45-9:15AM	D116	
8:55-8:58	Morning Announcements	Morning Announcements	Morning Announcements	Morning Announcements	Morning Announcements	9:15-9:30AM	D116	
8:58-9:00	Transition	Transition	Transition	Transition	Transition	9:30-9:45AM	D116	
9:00-9:45	Art w/ Mr. Jenko	Computer w/ Ms. Ingram	Library w/ Ms. Holliman 3rd PLC Mtg.	Phys. Ed. w/ Mr. Lynch	Music w/ Mr. Howard	9:45-10:00AM	D116	
9:45-9:50	Transition	Transition	Transition	Transition	Transition	10:00-10:15AM	D116	
9:50-10:30	Math Block	Math Block	Math Block	Math Block	Math Block	10:15-10:30AM	D116	
10:30-11:30	Math Block	Math Block	Math Block	Math Block (w/ 10:30-11:25)	Math Block (w/ 10:30-11:25)	11:30-11:33AM	D116	
11:30-11:33	Transition to Lunch	Transition to Lunch	Transition to Lunch	Transition to Lunch	Transition to Lunch	11:33-12:03	D116	
11:33-12:03	Lunch (Line 2)	Lunch (Line 2)	Lunch (Line 2)	Lunch (Line 2)	Lunch (Line 2)	12:05-12:35	D116	
12:05-12:35	Recess	Recess	Recess	Recess	Recess	12:35-12:40	D116	
12:35-12:40	Transition	Transition	Transition	Transition	Transition	12:40-1:50	D116	
12:40-1:50	ELA Block	ELA Block	ELA Block	ELA Block	ELA Block	1:50-2:30	D116	
1:50-2:30	ELA Small Groups (w/ 1:50-2:30)	ELA Small Groups (w/ 1:50-2:30)	ELA Small Groups	ELA Small Groups	ELA Small Groups	2:30-2:45	D116	
2:30-2:45	Afternoon Circle Relationships	Afternoon Circle Relationships	Afternoon Circle Relationships	Afternoon Circle Relationships	Afternoon Circle Relationships	2:45-3:40	D116	
2:45-3:40	Science/S.S.	Science/S.S.	Science/S.S.	Science/S.S.	State Reader Prep Goal Setting	3:40-4:00	D116	
3:40-4:00	Pick-up and Dismissal	Pick-up and Dismissal	Pick-up and Dismissal	Pick-up and Dismissal	Pick-up and Dismissal			

Additional Coaching Available

I am here to help!

Contact me at: pilotmusicroom@yahoo.com

- ❖ Are you looking for fresh ideas for your school schedule?
- ❖ Need help in creating excel spreadsheets that contain formulas to make your life easier?
- ❖ Do you want your schedules to be visually “sharp” and easy to read and be understood by anyone?