

Due to the continued growth of our population, we explored a modification to our bell schedule to alleviate the high-volume of traffic during arrival/dismissal time and to address a variety of feedback we received about the current schedule. **At this time, my recommendation is to adopt a staggered dismissal bell schedule for the next two academic years (2022-2024).** Below you will find a description of the development and feedback process.

The two variations we looked at included:

- **Staggered dismissal (5th/6th and 7th-12th)**, start time is the same for everyone but dismissal time is different
 - These versions group 5th & 6th together, and keeps 7th-12th together
 - Grouping the schedules this way allows some opportunities for middle school students to enroll in upper school courses in the future
 - This grouping has been in place for the last 2 years
- **Full staggered schedule (5th-8th and 9th-12th)**, start/end time is earlier for 5th-8th and later for 9th-12th [per CA law](#).
 - These versions group 5th & 6th together, 7th & 8th, and finally 9-12th together

The following feedback/key limitations were incorporated into the initial versions:

- DTI/Marlin Hour is not popular in its current format due to the lack of curriculum
- There is some need for DTI/Marlin Hour to fulfill intervention services (SPED/ELD)
- “The day is too long” – we do have instructional minute requirements, the requirement for 5-8 is lower than 9-12. Both versions account for that and meet the instructional minute counts.
- Post-Holiday schedule causes confusion and again is not popular with teachers – I accounted for that by including schedules for the 4 day weeks
- **Key Limitation:** Due to the PowerSchool setup (there are two “schools”, one is 5-8 and the other is 9-12) **each school has to have the same first period with the same start and end time**; there is no way around this in our current technical setup.

The initial versions were shared with:

- **Grade Level & Content Leads**
- **Non-Instructional Departments:** SPED, Compliance, Central Office
- **Academic Instruction Team (AIT)**
- **Curriculum & instruction Advisory Committee**

Staggered Dismissal	Full Stagger
<ul style="list-style-type: none"> + Universal start time for the whole school + Schedule is simpler to follow + Adds a break to Fridays + Length of DTI/MH + 4-day week schedule + Same end time for Community-Building Fridays - Length of advisory - Supervision for dismissal is a concern since there is a “longer dismissal window” 	<ul style="list-style-type: none"> + Would alleviate traffic + Length of DTI + 4-day week schedule + Maintains early dismissals on Fridays - Challenging for families to have different arrival/dismissal times if they have kids in middle & upper school - DTI/MH is in the middle of the day, athletics benefited from it being in the afternoon so athletes didn’t miss core classes - Lunch is not long enough

*There was almost a 50/50 split between staggered dismissal and full stagger (staggered dismissal held a small majority (53%). However, staggered dismissal received more positive feedback.

Staggered Dismissal Schedule Version 2

- Start Time: All grades start at 8:30 AM
- End Time: Grades 5-6 have the same end time 3:00, grades 7-12 have the same end time 3:30
- 4 day weeks: Short weeks have a set schedule, this version keeps the Friday at a regular end time for these special weeks
- Alt Period = references time used for intervention in past bell schedules

Grades 5-6 Bell Schedule

Regular Bell Schedule								4 Day Weeks (Monday-Thursday)							
(M/W)				(T/Th)				Monday & Wednesday				Tuesday & Thursday			
Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0
8:30	9:00	30	Advisory	8:30	9:00	30	Advisory	8:30	9:00	30	Advisory	8:30	9:00	30	Advisory
9:05	10:25	80	Period 1	9:05	10:25	80	Period 4	9:05	10:25	80	Period 1	9:05	10:25	80	Period 4
10:30	11:15	45	Alt Period	10:30	11:15	45	Alt Period	10:30	11:15	45	Alt Period	10:30	11:15	45	Alt Period
11:15	11:50	35	Lunch	11:15	11:50	35	Lunch	11:15	11:50	35	Lunch	11:15	11:50	35	Lunch
11:55	1:15	80	Period 2	11:55	1:15	80	Period 5	11:55	1:15	80	Period 2	11:55	1:15	80	Period 5
1:20	1:30	10	Break	1:20	1:30	10	Break	1:20	1:30	10	Break	1:20	1:30	10	Break
1:35	2:55	80	Period 3	1:35	2:55	80	Period 6	1:35	2:55	80	Period 3	1:35	2:55	80	Period 6

Friday				Friday Community Building (by request)				4 Day Weeks (Tuesday-Friday)							
(T/Th)				W											
Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0
8:30	9:15	45	Period 1	8:30	9:05	35	Period 1	8:30	9:00	30	Advisory	8:30	9:00	30	Advisory
9:20	10:05	45	Period 2	9:10	9:45	35	Period 2	9:05	10:25	80	Period 1	9:05	10:25	80	Period 4
10:10	10:55	45	Period 3	9:50	10:25	35	Period 3	10:30	11:15	45	Alt Period	10:30	11:15	45	Alt Period
10:55	11:25	30	Lunch	10:25	10:55	30	Brunch/Lunch	11:15	11:50	35	Lunch	11:15	11:50	35	Lunch
11:30	12:15	45	Period 4	11:00	11:35	35	Period 4	11:55	1:15	80	Period 2	11:55	1:15	80	Period 5
12:20	1:05	45	Period 5	11:40	12:15	35	Period 5	1:20	1:30	10	Break	1:20	1:30	10	Break
1:10	1:55	45	Period 6	12:20	12:55	35	Period 6	1:35	2:55	80	Period 3	1:35	2:55	80	Period 6
				1:00	1:55	55	Community Building								

Friday			
Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0
8:30	10:00	90	Period 4
10:00	10:30	30	Brunch/Lunch
10:35	12:05	90	Period 5
12:10	12:20	10	Break
12:25	1:55	90	Period 6

Grades 7-12 Bell Schedule

Grades 7-12 Bell Schedule								4 Day Weeks (Monday-Thursday)							
Monday & Wednesday				Tuesday & Thursday				Monday & Wednesday				Tuesday & Thursday			
Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0
8:30	9:00	30	Advisory	8:30	9:00	30	Advisory	8:30	9:00	30	Advisory	8:30	9:00	30	Advisory
9:05	10:35	90	Period 1	9:05	10:35	90	Period 4	9:05	10:35	90	Period 1	9:05	10:35	90	Period 4
10:35	10:45	10	Break	10:35	10:45	10	Break	10:35	10:45	10	Break	10:35	10:45	10	Break
10:50	12:20	90	Period 2	10:50	12:20	90	Period 5	10:50	12:20	90	Period 2	10:50	12:20	90	Period 5
12:25	1:00	35	Lunch	12:25	1:00	35	Lunch	12:25	1:00	35	Lunch	12:25	1:00	35	Lunch
1:05	1:55	50	Alt Period	1:05	1:55	50	Alt Period	1:05	1:55	50	Alt Period	1:05	1:55	50	Alt Period
2:00	3:30	90	Period 3	2:00	3:30	90	Period 6	2:00	3:30	90	Period 3	2:00	3:30	90	Period 6

Friday				Friday Community Building				4 Day Weeks (Tuesday-Friday)							
(T/Th)				W											
Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period	Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0	7:30	8:20	50	Period 0
8:30	9:20	50	Period 1	8:30	9:10	40	Period 1	8:30	9:10	40	Advisory	8:30	9:10	40	Advisory
9:25	10:15	50	Period 2	9:15	9:55	40	Period 2	9:15	10:45	90	Period 1	9:15	10:45	90	Period 4
10:15	10:25	10	Break	9:55	10:05	10	Break	10:45	10:55	10	Break	10:45	10:55	10	Break
10:30	11:20	50	Period 3	10:10	10:50	40	Period 3	11:00	12:30	90	Period 2	11:00	12:30	90	Period 5
11:25	12:15	50	Period 4	10:55	11:35	40	Period 4	12:30	1:00	30	Lunch	12:30	1:00	30	Lunch
12:15	12:45	30	Lunch	11:35	12:05	30	Lunch	1:05	1:55	50	Alt Period	1:05	1:55	50	Alt Period
12:50	1:40	50	Period 5	12:10	12:50	40	Period 5	2:00	3:30	90	Period 3	2:00	3:30	90	Period 6
1:45	2:35	50	Period 6	12:55	1:35	40	Period 6								
				1:40	2:35	55	Community Building								

Friday			
Time Start	Time End	Minutes	Period
7:30	8:20	50	Period 0
8:30	10:00	90	Period 4
10:00	10:15	15	Break
10:20	11:50	90	Period 5
11:55	12:40	35	Lunch
12:45	2:15	90	Period 6