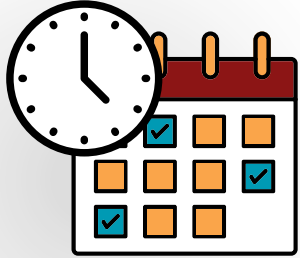


# How to Maximize Every Minute of Your School's Master Schedules

BRIEF SUMMARY



For schools considering strategic initiatives like tutoring, **master schedules are a common challenge.**

Designing schedules that balance diverse student and teacher priorities is complex, often too intricate to manage manually. **Better scheduling tools could boost productivity and help educators meet competing goals more effectively,** benefiting the students they serve.

## What has worked in other school districts

Here are four school districts who have invested in scheduling technology:

- ➔ **Mesquite ISD (Dallas, TX):** Prioritized revisiting and restructuring their master schedules each year, building the special education schedule first each time.
- ➔ **Noble Schools (Chicago, IL):** Created “intervention blocks” for priorities including college preparedness, an anti-racism initiatives, and accelerated learning.
- ➔ **Richardson ISD (Dallas, TX):** Scheduled educational learning specialists within their own subject areas instead of spreading them across multiple subjects
- ➔ **Lubbock ISD (South Plains, TX):** Leveraged “intervention rooms” so as not to interrupt classrooms, and always mentor new assistant principals on scheduling priorities.

## Helpful tips for master scheduling...

-  **Align with your strategic needs**
-  **Prioritize special populations**
-  **Leverage strong technology**
-  **Build flexibility**
-  **Re-evaluate every year**

AI tools can cut scheduling time by up to...

**100**  
hours

## What to keep in mind

- ➔ **Education leaders will need to make tradeoffs** across goals when allocating the scarce resource of time.
- ➔ **Training or mentorship helps schedulers** learn the skills they need for the complex job of scheduling.
- ➔ **Some students and student groups benefit from non-standard schedules,** requiring schedulers to decide which students' educational opportunities to prioritize.
- ➔ **Using AI technology saves time** and allows schedulers to use their own time to think further about priorities.



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