

Elementary Scheduling Academy

Hands-on workshop designed to help you build more strategic elementary schedules



It's never too early to start scheduling for the new school year. Planning ahead and preparing your draft schedule in the fall positions you for even greater success in the next school year.

This fall, jumpstart your scheduling efforts and join DMGroup's Elementary Scheduling Academy to learn how to build your best-ever school schedule quickly and easily!

Using **DMSchedules for Elementary Schools** scheduling software and guided by our scheduling experts, you will apply **scheduling best-practices** to craft highly effective and easily customizable strategic elementary schedules.

How it Works

At DMGroup's Elementary Scheduling Academy, we'll use our field-tested approach to build best-in-class elementary school schedules based on decades of experience with school leaders nationwide.

- ▶ **Intensive hands-on work:** We believe that learning by doing is the best way to learn. Using DMSchedules, each participant will build their own school schedule.
- ▶ **DMSchedules for Elementary Schools License:** Each participant will be issued a 1-year license with full access to DMSchedules for Elementary Schools scheduling software to create, manage and optimize their school schedules at no extra charge.
- ▶ **Peer network:** The academy is designed to engage participants in discussion and share ideas across districts and schools. You will meet other like-minded school administrators with whom to share challenges and lessons learned.

Why start scheduling early?

- ✓ Identify resources needed for stronger schedules and include them in next year's budgets
- ✓ Create a runway to plan and execute bigger changes
- ✓ Provide teachers with time to adapt lesson plans, receive professional development, and deliver other supports to prepare for changes
- ✓ Gather feedback on the current schedule and respond with "quick win" adjustments early in the school year

“The software and service are excellent! I can very easily manipulate changes and share them with staff and colleagues outside of our school. The greatest impact is in the time saved and the ability to collaborate with others.

- Principal, Downingtown, PA



The Academy is ideal for:

- New principals preparing schedules for the first time
- Principals looking to learn more about scheduling best practices
- Schedulers seeking new approaches to solve scheduling challenges

Cost

The cost is \$3,500 per school. The price includes the academy and 1-year software license for DMSchedules for Elementary Schools and schedule creation support services.

Elementary Scheduling Academy Calendar

Session	Topics	Dates
Session 1: Elementary Scheduling Best Practices	<ul style="list-style-type: none">• Define and prioritize scheduling goals• Establish instructional minute guidelines• Establish non-negotiables & student service delivery guidelines• Introduction to six best-practice scheduling tactics	10/17, 2:30 - 4:00pm EST
Homework & Scheduling Support	Create a school scheduling plan	Weeks of 10/23 and 10/30
Session 2: Introduction to DMSchedules for Elementary Schools and Schedule Building Workshop	<ul style="list-style-type: none">• Group review of selected homework assignments• DMSchedules software walk-through and a setup of individual school schedules• Schedule creation workshop	11/7, 2:30 - 4:00pm EST
Homework & Scheduling Support	Work towards your final schedule with a DMGroup scheduling expert	Weeks of 11/14, 11/21 & 11/28
Session 3: Group Reviews & Advanced DMSchedules features	<ul style="list-style-type: none">• Review of individual scheduling challenges and exploration of multiple approaches to solving problems• Peer-review and discussion of final draft schedules• Demonstration of advanced DMSchedules scheduling features	12/5, 2:30 - 4:00pm EST
Schedule Creation Support	Schedule iteration with the support of DMGroup's scheduling team until you have your final schedule	Ongoing

About DMSchedules

DMSchedules is the flagship scheduling product of District Management Group (DMGroup). We provide scheduling software, schedule creation services, professional development and consulting services to elementary school principals to help them create and implement strategic elementary and special education schedules quickly and easily.

Learn more about the Academy

Or contact us for more information

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Students Thrive