

## PSD Grade Reconfiguration: Key Dates for 2008-09

Action or Item to be Completed	2008-09 Due Dates	Additional Information and Progress
<b>Schools Holding Informational Meetings with Families</b>	September – May	Schools holding meetings with parents beginning fall 2008 and continuing through spring 2009 as identified in their site and feeder readiness plans.
<b>Hiring of Staff for New Levels</b>	October – March	Hiring of non-probationary staff begins fall 2008, and staff will continue to have the opportunity to apply for openings at schools prior to the regular hiring schedule (April).
<b>Development of Electronic Course Catalog and Curriculum Pathways</b>	October 1	Development of electronic catalog and curriculum pathways tools underway to make it easier for staff to use, and for students and parents access course listings. Electronic catalog programming is complete; curriculum changes in district Silk student information software in process of being updated.
<b>Attend National Middle School Association (NMSA) Conference</b>	October 30 – November 1	Professional development for nearly 400 PSD licensed staff (teachers and administrators), who will attend the NMSA conference being held in Denver.
<b>Course Registration Materials Prepared</b>	October - December	Schools are actively generating draft copies of course registration materials that are scheduled to go to print in December.
<b>Review of Calendar for 2009-10 School Year</b>	October – February	District-wide review of school year calendar for 2009-10 to consider calendar options such as staggered starting days, late start, staff collaboration days, etc.
<b>Movement of Instructional Materials and Equipment</b>	October – July	Planning underway for movement of 6 <sup>th</sup> -grade and 9 <sup>th</sup> -grade instructional materials to middle schools and high schools; to be completed in July.
<b>Student Transitions: Professional development for staff</b>	October – July	Schools studying needs of 9 <sup>th</sup> and 10 <sup>th</sup> grade, and 6 <sup>th</sup> and 7 <sup>th</sup> grade students and preparing interventions to assist them in the transition, including collaborating as teams.
<b>Site (School) Readiness Plans Finalized</b>	November 3	Schools submitted draft plans April 2008, which were reviewed by District Grade Configuration Implementation Committee; feedback given to schools. Plans include high school open campus plans. Plans being revised and final plans due Nov. 3.
<b>Conceptual Course Scheduling for 2009-10 School Year</b>	November – December	Schools met with scheduling experts and are meeting with staff to develop schedules, determine core subject and non-core courses. Scheduling progressing and ongoing.
<b>School Choice Applications Due</b>	January 30, February 13	First-round School Choice application deadline for middle and high schools moved to Jan. 30 to assist in student registration. Elementary School Choice deadline Feb. 13.
<b>School Visits for Students</b>	January – May	Students will visit schools during spring as identified on their site readiness plans.
<b>Final Course Schedules Developed</b>	February – August	In August, schools will finalize and share course schedules for the 2009-10 school year.