

What Are Our Scheduling Priorities?

As we work together to develop a progress-driven master schedule, it's important that we reflect carefully on the projects and programs for which we want to carve out time. Unfortunately, there just isn't enough time for us to successfully maintain multiple complex initiatives (Reeves, 2011). As a member of the scheduling team, please use this handout to think through your position on the priorities that should be reflected in our new schedule.

Our Scheduling Non-Negotiables	Additional Priorities We Should Consider
<p>The following priorities have been defined by our administrators as non-negotiables that must be reflected in our school's new schedule:</p> <ol style="list-style-type: none"> 1. _____ 2. _____ 3. _____ 	<p>We should consider the following ideas for our priorities because they are either (1) currently important to our school community or (2) currently important to members of our scheduling committee:</p> <ol style="list-style-type: none"> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____

Questions for Reflection

1. How do you feel about our current list of non-negotiables? Do you think they deserve a permanent place in our school's master schedule? More importantly, how are they likely to positively or negatively impact the work that you and your colleagues do on a daily basis? Can you offer any tangible implementation suggestions that will either strengthen the positives or temper the negatives of our non-negotiables?

2. If the colleagues that you represent were to sit down and develop their own list of non-negotiables for our new schedule, what would they include? What would a completely unacceptable schedule look like to the colleagues you represent? Why?

