

Revised Appendix A: Schedules

Schedule Examples

The intent of this section of the Revised Response to Instruction and Intervention (RTI²) Implementation Guide is to assist LEAs with scheduling for interventions and to provide examples of schedules. Many of these schedules are actual schedules from local education agencies (LEAs) that are currently providing interventions. Many of these schedules reflect the work that LEAs have done to implement the times set forth in the RTI² Manual (2013) for Tier I instruction and Tier II and III intervention.

Best Practice Notes

Tier II interventions should be scheduled into the master schedule. The following are example narratives that explain this process.

K-5 Elementary (self-contained) Example 1:

It is important that Tier II intervention is in the master schedule. A particular group could have Tier II intervention at the same time each day. All second grade classes could have intervention from 10:00 to 10:30 daily. Teacher A would have five students with a decoding deficit. Teacher B would have four students with a fluency deficit. Teacher C would have five students with a math calculation deficit. A special education teacher may have four (three special education students and one general education student) students with decoding issues (different from the group with Teacher A). An educational assistant may have 12 students working on a project who are benchmarking at grade level, need no remediation on standards, and do not have any skills deficits or need intervention. Teacher D may have four advanced students. Another educational assistant may have eight students needing extra reinforcement/remediation with grade level standards. This is an "all hands on deck" time. All personnel resources in the building should be utilized to provide standards remediation/intervention/enrichment time to second grade from 10:00-10:30. Then from 10:30-11:00 third grade does the same thing. Some small schools may need to combine multiple grade levels. Each group has a scheduled time for Tier II intervention and all school personnel are utilized.

Departmentalized 6-8 Example 1:

It is important that Tier II intervention is in the master schedule. In some middle schools a time is already scheduled for an activity period. This schedule may already allow for Tier II intervention. Schools will need to reevaluate their activity period (PE, art, music, library, guidance, etc.). Remember students must have 90 minutes of PE per week. If the school's activity period is short and there is not enough time built in for Tier II then look at revising the schedule and consider the examples below.

Departmentalized 6-8 Example 2:

It is important that Tier II intervention is in the master schedule. This sample works best with a 7 period day. Schedule one period each for math, science, and social studies. Schedule two periods for ELA (these standards need the extra time). It is important that the same ELA teacher stays with the same students for this double period. The ELA Common Core State Standards (CCSS) should be taught in an integrated manner across all strands (Reading [Literature, Informational Text, and Foundational Skills], Writing, Speaking and Listening, and Language). It is recommended that the same highly skilled teacher teach all ELA content. Separating these ELA strands into separate courses does not reflect best practice. It is nice for the students to have the two ELA periods back to back but not necessary. It is difficult to schedule an entire school in which all students have two ELA periods back to back. The last two periods are for intervention and specials/activity period. This can be scheduled in various ways. This example makes it a little hard to free up staff to help with intervention.

Departmentalized 6-12 Example 1:

It is important that Tier II intervention is in the master schedule. Build in what some educators call a skinny period/block.

Three options are:

1. Six 50 or 55 minute periods with one 30 minute period, OR
2. Seven 45 or 47 minute periods with a 30 minute period, OR
3. Four 85 minute blocks with one 30 minute block.

During the 30 minute period all students are scheduled with a teacher for standards remediation, intervention, or enrichment (similar to the elementary example). Since all students are scheduled during the day with a certified teacher and some teachers have planning, the skinny period will always work out with the teacher/student ratio smaller than normal for the school. Teachers should not have planning during the skinny period. This is an "all hands on deck" time. It will take some time for the educators (usually the guidance department and administrators) to work out the schedule for these 30 minutes. One way to manage this is to let teachers turn in 25-30 names of students who have an interest in their subject (art, CTE, etc.) and academic teachers who would like specific students who need help on grade level standards (US History, science) to be placed with them during the skinny block. Schools may want to revisit this schedule for the skinny period/block at least four times a year (every nine weeks). At the end of grade 8, students can be screened or surveyed before beginning grade 9.

First schedule students with skills deficits into interventions with the most qualified teachers (remember to schedule advanced students in the beginning as well; RTI² is for advancing students as well as at risk). Second schedule students needing extra help on grade level standards (EOC courses, science, history, etc.). Some students may not have a specific skills deficit but may need a little extra help (remediation) with grade level standards. Then schedule on grade level students into areas of interest (fine arts, CTE, community projects, etc.). Mark student's names off each list as you schedule. For example: an art teacher may have turned in 30 names of students she would like to have for extra projects but seven students were scheduled for intervention or EOC help so she will have 23 students during the skinny block. There may be a small number of students who a teacher did not request and did not need intervention or EOC help. Have a plan for placement of these students (library research, intramural sports, peer tutoring, etc.).

Secondary RTI² Scheduling Questions to Consider:

- How many students do we have? What is the cafeteria size? How many lunches do we need?
 - Ex. A school with 1800 students and cafeteria that seats only 350 will look very different than a school with a larger cafeteria or smaller population.
- How long are our class periods?
 - On traditional schedule, drop a few minutes of class time (still have more instructional time than block schedule) yearly.
 - 47 minutes for 180 instructional days is 8,460 minutes
 - 85 minutes for 90 instructional days is 7,650
 - **30 minutes of intervention or remediation adds 5,400 minutes of instruction a year for struggling students**
 - Example: Reduce periods from 50 minutes to 46 minutes. $4 \times 7 = 28$ minutes
 - Example: Reduce periods from 50 minutes to 47 minutes. $3 \times 7 = 21$ minutes and look at reducing a 15 minute break to 12 minutes and take one minute from class change
- Can we take one to two minutes of time allotted to change classes?
 - Depends on size of the school
 - From six minutes to four minutes. $2 \times 6 = 12$ minutes
- Can we create an Intervention block, sometimes referred to as Skinny Block?
 - Consider where you can shave time from other places in the day
- Have we audited our schedule? How much time is not spent on instruction?
- How much time is available in the day to change the schedule?

High School Tier III Intervention Courses

The Department of Education will offer high school course codes for Tier III intervention. There are two courses offered: Tier III ELA Intervention and Tier III Mathematics Intervention. This course can be taken for a $\frac{1}{2}$ credit. Using progress monitoring data to make data-based decisions, students may repeat the intervention courses as needed and move in and out of the intervention courses as needed. These data-based decisions should be made by the School RTI² Support Team. These are elective courses beyond the required ELA and Mathematics classes needed for graduation. These courses will be offered daily (or as described in Component 4.2 of the RTI² Manual) and will be taught by a certified teacher. These courses will use research-based interventions and follow the guidelines within Component 4.1 of the RTI² Manual for Tier III intervention. The majority of the course should be direct intervention provided by a certified teacher; however, computer-based and/or technology assisted interventions can be used a portion of the time. The intervention program should match the area of deficit and be delivered with high fidelity. It is recommended that class size should not exceed a 1:12 ratio.

Traditional K-5 Schedules

Sample 1

8:00-10:00	120 minutes	Class 1	ELA
10:05-11:35	90 minutes	Class 2	Math
11:35-12:05	30 minutes	Lunch	
12:10-1:10	60 minutes (30 minutes for each class)	Class 3 & 4	Social Studies & Science
1:15-2:45	90 minutes (30 minutes for each class)	Class 5, 6 & 7	Special Classes & Tier II Intervention/Enrichment (Tier III could also be during this time)
2:50-3:00	10 minutes	Lockers and Announcements	

Sample 2

Time	Teacher A	Teacher B	Teacher C	Teacher D	Teacher E
8:30-9:00	Morning Routines (Circle & Calendar) 30 minutes	Morning Routines (Circle & Calendar) 30 minutes	Morning Meeting (Circle & Calendar) 30 minutes	Morning Meeting (Circle & Calendar) 30 minutes	Morning Meeting (Circle & Calendar) 30 minutes
9:00-10:00	Tier I Reading 60 minutes	Math 60 minutes	Science 30 minutes Tier III Comp. Lab or library 30 minutes	Tier I Reading 60 minutes	Math 60 minutes
10:00-10:30	Tier I Reading 30 minutes	Tier I Reading 30 minutes	Social Studies 30 minutes	Tier I Reading 30 minutes	Tier I Reading 30 minutes
10:30-11:00	Tier II Reading 30 minutes	Tier I Reading 30 minutes	Tier I Reading 30 minutes	Social Studies 30 minutes	Tier I Reading 30 minutes
11:00-11:30	Tier III Comp. Lab or Library 30 minutes	Tier I Reading 30 minutes	Tier I Reading 30 minutes	Tier II Reading 30 minutes	Tier I Reading 30 minutes
11:30-12:00	Lunch 30 minutes	Tier II Reading 30 minutes	Tier I Reading 30 minutes	Lunch 30 minutes	Tier II Reading 30 minutes
12:00-12:30	Math 30 minutes	Lunch 30 minutes	Lunch 30 minutes	Tier III Com Lab or Library 30 minutes	Lunch 30 minutes
12:30-1:00	Math 30 minutes	Tier III Comp. Lab or library 30 minutes	Tier II Reading 30 minutes	Science 30 minutes	Social Studies 30 minutes
1:00-2:00	Art/Music/PE Guidance/etc. 60 minutes	Art/Music/PE Guidance/etc. 60 minutes	Art/Music/PE Guidance/etc. 60 minutes	Art/Music/PE Guidance/etc. 60 minutes	Art/Music/PE Guidance/etc. 60 minutes
2:00-3:15	Science Social Studies 75 minutes	Social Studies Science 75 minutes	Math 75 minutes	Math 75 minutes	Tier III Com lab/library Science 75 minutes
3:15-3:30	Closing Activities 15 minutes	Closing Activities 15 minutes	Closing Activities 15 minutes	Closing Activities 15 minutes	Closing Activities 15 minutes

Traditional 6-12 Schedules

Traditional 6-12 (6 credit year / 180 days)

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1	Chemistry	Chemistry	Chemistry	Chemistry	Chemistry
2	Algebra II	Algebra II	Algebra II	Algebra II	Algebra II
3	Spanish II	Spanish II	Spanish II	Spanish II	Spanish II
4	US History	US History	US History	US History	US History
5	English	English	English	English	English
6	Art	Art	Art	Art	Art
7	Intervention	Intervention	Intervention	Intervention	Intervention

Traditional 6-12 (7 credit year / 180 days)

Period	Time		Notes
Period 1	8:00-8:47		
Period 2	8:51-9:39		
Period 3	9:43-10:30		
Period 4	10:34-11:21		
Period 5 Due to lunch, this period is 54 minutes in length	Full period 5 11:25-12:19	Period 5A (1 st lunch) 11:25-11:52; Period 5B (2 nd lunch) 11:52-12:19	Each lunch is 27 minutes in length. They also have the extra 4 minutes of class change. - ½ of students/teachers have a full period 5 class; ¼ of students/teachers have lunch during period 5A; ¼ of students/teachers have intervention / remediation / enrichment during period 5B
Period 6 Due to lunch this period is 54 minutes in length	Full period 6 12:23-1:17	Period 6A (3 rd lunch) 12:23-12:50; Period 6B (4 th lunch) 12:50-1:17	Each lunch is 27 minutes in length. They also have the extra 4 minutes of class change. - ½ of students/teachers have a full period 6 class; ¼ of students/teachers have lunch during period 6A; ¼ of student/teachers have intervention / remediation / enrichment during period 6B
Period 7	1:21-2:08		
Period 8	2:12-3:00		

- 1,800 students /four lunch times = 450 students per lunch
- Each student has seven credit classes; each class is 47 minutes long except 5th and 6th period which is 54 minutes.
- Period 5 and 6 split the school in half. Half of the school has a credit class each period and the other half will split the other period for lunch and intervention/remediation/enrichment
- Each period is 47 minutes in length. This allows 8,460 minutes in a 180 day instructional traditional year. With a traditional 4x4 block you have 8,100 minutes in the 90 day block instructional year per course. With a modified 90 A/B block you will have 8,100 minutes per course per year.

Block 6-12 Schedules

Block Schedule Example 1: Extended one class period each day by 30-40 minutes to provide a Tier II intervention time. The teachers on planning can be responsible for providing the interventions while other students stay in their regular classes or rotate to other activities. This would place importance on common planning time. For example, if all math teachers had 1st period planning, then all math intervention could take place during the 1st block schedule.

Example 1

1st Period 7:05-8:23

1st Period Extended 8:23-9:03

2nd Period 9:10-10:33

3rd Period 10:40-12:40

a. 10:40-11:10

b. 11:10-11:40

c. 11:40-12:10

d. 12:10-12:40

4th Period 12:47-2:05

Example 2

1st Period 7:05-8:23

2nd Period 8:30-9:53

2nd Period Extended 9:53-10:33

3rd Period 10:40-12:40

a. 10:40-11:10

b. 11:10-11:40

c. 11:40-12:10

d. 12:10-12:40

4th Period 12:47-2:05

Example 3

1st Period 7:05-8:23

2nd Period 8:30-9:53

3rd Period 10:00-12:00

a. 10:00-10:30

b. 10:30-11:00

c. 11:00-11:30

d. 11:30-12:00

3rd Period Extended 12:00-12:40

4th Period 12:47-2:05

Example 4
1st Period 7:05-8:23
2nd Period 8:30-9:53
3rd Period 10:00-12:00
 a. 10:00-10:30
 b. 10:30-11:00
 c. 11:00-11:30
 d. 11:30-12:00
4th Period 12:07-1:25
4th Period Extended 1:25-2:05

Example 2 (83 minute blocks / 7 minute class change/ 4 lunches/ 8 credit year/ 90 days)

7:05-8:23	Block 1
8:23-9:03	Tier II Intervention
9:10-10:33	Block 2
10:40-12:40	Block 10:40-11:10 1 st lunch 11:10-11:40 2 nd lunch 11:40-12:10 3 rd lunch 12:10-12:40 4 th lunch
12:47-2:05	Block 4

Example 3 (85 minute blocks/ 5 minute class change/ 4 lunches/8 credit year/ 90 days)

8:00-9:25	Block 1
9:30-10:00	Tier II Intervention/Enrichment
10:05-11:30	Block 2
11:35-1:30	Block 3 (includes 30 minutes for rotating lunch) 11:30-12:00 1 st lunch 12:00-12:30 2 nd lunch 12:30-1:00 3 rd lunch 1:00-1:30 4 th lunch
1:35-3:00	Block 4

Example 4 (85 minute blocks/ 5 minute class change/ 2 lunches/ 8 credit year/ 90 days)

8:00-9:25	Block 1
9:30-10:55	Block 2
11:00-12:00	Lunch & Tier II Intervention/Enrichment <ul style="list-style-type: none"> • ½ school in lunch • ½ school in Tier II intervention
12:05-1:30	Block 3
1:35-3:00	Block 4

6-12 A/B Schedule

A/B (425 minutes per week / 5 minute class change/ 2 lunches/ 8 credit year/ 90 days)

Time	Mon (A)	Tue (B)	Wed (A)	Thu (B)	Fri (Mixed)
08:00 – 9:25	Math	English	Math	English	Math
9:30-10:55					English
11:00-12:00	Lunch/Intervention				
12:00-1:25	History	Science	History	Science	Science
1:30-3:00					History

6-12 Hybrid Options

A/B and Traditional (5 minute class change/ 3 lunches/ 6 credit year/ 180 days)

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1 A/B blocked 8:00-9:30	Art 1	Spanish II	Art 1	Spanish II	Art 1
					Spanish (45/45 split or alternate Fridays)
2 Traditional 9:35-10:35	Algebra II	Algebra II	Algebra II	Algebra II	Algebra II
3 Skinny 10:40- 11:10	Intervention	Intervention	Intervention	Intervention	Intervention
4 Traditional 11:15- 11:45 1 st lunch; 11:45- 12:15 2 nd lunch; 12:15- 12:45 3 rd lunch	US History	US History	US History	US History	US History
5 Traditional 12:50-1:50	English II	English II	English II	English II	English II
6 Traditional 1:55-2:55	Biology	Biology	Biology	Biology	Biology

A/B and Traditional (5 minute class change/6 credit year/ 180 days)

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1	Chemistry	Algebra II	Chemistry	Algebra II	Chemistry
2	Chemistry	Algebra II	Chemistry	Algebra II	Algebra II
3	US History	US History	US History	US History	US History
4	Band	Spanish II	Band	Spanish II	Band
5	Band	Spanish II	Band	Spanish II	Band
6	English	English	English	English	English
7	Intervention	Intervention	Intervention	Intervention	Intervention