The TIME Collaborative
Creating Schools with More & Better Learning Time

Rochester School Kick-off Meeting – November 5, 2012
Today’s Primary Objectives

✓ Ensure that all school planning teams have a common knowledge of the TIME Collaborative & have a fully inclusive planning team in place

✓ Assign owners to the key next steps your school needs to take to prepare for the launch of the planning process on November 19
Today’s Agenda

- Overview of the TIME Collaborative
  - Expectations
  - Timeline
  - The Planning Process
  - Assembling Your School ELT Planning & Redesign Team
  - 7 Essential Elements of High Quality Expanded Time Schools

- An Introduction to the School Time Analysis Tool (STAT)

- Building Support for Your New School Day and Year

- Preparing for the Launch of the Planning Process
TIME Collaborative:  What It Is

- A multi-year initiative to develop **high-quality** and **sustainable** expanded learning time schools in 5 selected states

- Participating schools to **add 300 hours of learning time for all students** beginning in SY2013-14

- **Funding for implementation** of expanded day and/or year through district and state resources and federal funds using new flexibilities afforded by the ESEA waiver process (e.g. Title I SES, 21st Century CLC, SIF, etc)
TIME Collaborative: What It Means For You

As a selected school in Rochester, you have the opportunity to:

- **Rethink** your school day and/or year
- **Reengineer** your school schedule to better meet the needs of students and teachers
- Receive **support** from the district and NCTL
- Join a **network** of pioneering educators from across Rochester and the country
TIME Collaborative: Two Expectations

High-quality

High quality ELT schools:

✓ Undergo an inclusive planning process
✓ Leverage their additional time according to 7 Essential Elements

Sustainable

Sustainable ELT schools:

✓ Take advantage of existing and newly available funding sources
✓ Utilize cost-lowering strategies to staff the expanded schedule
Final Selection:
- Each school submits final plans in late April
- Schools with plans that meet the standards of high quality and sustainability will implement in fall 2013
TIME Collaborative: The Planning Process

Planning Session 1 ➔ Planning Session 2 & 3 ➔ Planning Session #4 ➔ Planning Session #5 ➔ Planning Session #6

On-site Support and Coaching of School Planning Teams

- Detailed resources such as sample schedules, implementation guides and videos
- On-line learning network with resources and opportunity for schools to communicate virtually
- Learning from ELT practitioners from high-performing schools
  - Webinars
  - School Tours
TIME Collaborative: The Planning Sessions

What are the Planning Sessions?

• Opportunity to learn about best practices of high quality ELT schools
• Time for small teams to meet and rethink their school schedules to better meet the needs of students and teachers
• Opportunity for teams to network with other planning teams from other schools in the district

Who Participates?

• Typically a 5-6 member sub-set of a school’s Instructional Leadership Team representing a broad range of disciplines, experience, and roles
• Include teachers, union representatives, principal, other administrative staff, parents, and school partners
• Key district personnel charged with support schools’ efforts
TIME Collaborative: Role of the Planning Team

- All Planning Team members (including principal) attend all sessions
- Work with NCTL coach to achieve planning benchmarks prior to each session and throughout planning process
- Communicate with, get input from, and build support with colleagues, parents, and community partners
- Be bold, creative, and determined to create solutions and develop an Expanded Learning Time Plan by April
- Appoint a team member to serve as the point person to the district
- Identify 2-3 team members to serve on a Reengineering Subcommittee—these individuals should be experts in scheduling
High quality ELT schools leverage time to empower each student with the knowledge, skills, and experiences they need to succeed in college and career.

1. Focused Schoolwide Priorities
2. Rigorous Academics
3. Differentiated Supports
4. Frequent Data Cycles
5. Targeted Teacher Development
6. Engaging Enrichment
7. Enhanced School Culture
Where Do We Start?

Making Every Minute Count

*NCTL’s School Time Analysis Tool (STAT)*
Start With the Time You Have Now

Current State: Pockets of Non-Learning Time Each Day

Essential but time consuming activities:
- Taking attendance
- Bathroom breaks
- Transitions
- Classroom procedures

End Goal: Maximizing Academic Learning Time for All Students

- Academic Learning Time is time students gain and retain knowledge
- Routines and other non learning activities are highly efficient

How do we get from the current state to our end goal?

Assessing current time use is the first step to creating a culture that VALUES TIME

Nearly all schools can identify existing time that could be better used

The best expanded learning schools carefully rethink their entire schedule, rather than simply tacking on additional time
School Time Analysis Tool (STAT) Login

Please log in to STAT by entering your email address twice.

This tool works best with current browsers; older browsers may need to be updated.

For assistance updating your browser, visit Browse Happy.

Enter your email address: 

Re-enter your email address: 

Log in

Access the STAT through this link: http://nctl.iontier.com/Login.aspx
Categorizing School Time

Weekly Allocated School Time per Week

0 min

Purposed Time

Academics and Support
- English
- Math
- Science
- Social Studies
- Foreign Lang.
- Tutoring
- Remediation
- Targeted Supp.
- Other

Non Core Academics
- Phys. Ed.
- Art
- Music
- Computers or Technology
- Community Building
- Advisory
- Other

Other
- Lunch/Recess
- Homeroom
- Transitions between classes
- Study halls or Homework
- Other

Academics and Support
- In class transitions
- Misc. interruptions
- P.A. announcements

Non Core Academics
- In class transitions
- Misc. interruptions
- P.A. announcements

1950 min

Non- Purposed Time

Other

Lunch/Recess
Homeroom
Transitions between classes
Study halls or Homework
Other
## Conducting a School Time Analysis

<table>
<thead>
<tr>
<th>WHAT YOU NEED</th>
<th>WHO YOU NEED</th>
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<tbody>
<tr>
<td>• Internet access</td>
<td>Representative team of administrators, teachers, staff, and partners if applicable</td>
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<tr>
<td>• Student schedules</td>
<td></td>
</tr>
<tr>
<td>• School calendar</td>
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<tr>
<td>• Information on activities that disrupt</td>
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<tr>
<td>instructional time</td>
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### HOW LONG IT WILL TAKE

Approximately 1 – 1.5 hours to enter the data and review findings for each schedule you want to analyze.

### FOLLOW-UP

#### DURING Session 2:

- Share findings with your full ELT planning team
- Prioritize a few areas for improvement and action steps

#### AFTER Session 2:

- Share with full faculty
- Follow-through on action steps
Building Support for Your New School Day and Year
A School’s Instructional Leadership Team typically serves as the Planning & Redesign Team

A representative sub-group should attend the 6 planning sessions & report back

Frequent communication with FULL FACULTY is essential during the planning process to keep staff updated on the development of your redesign plan and to provide opportunities for their participation.
Building Support For Your New School Day

Communicate early and often to:

- Build support and enthusiasm for the effort
- Create a common sense of purpose
- Convey a sense of urgency
- Reduce anxiety and misconceptions by providing concrete information and regular updates

Building support for your new school day by engaging key stakeholders will be an ongoing theme of the planning process
Next Steps

1. Identify stakeholders that need to hear about TIME Collaborative in the next few weeks and determine how you will reach out to them

2. Identify your School Planning Team, including point person for district & Reengineering Subcommittee members