

Class Schedule Timelines

| | BTT | HP | LASS | STEM |
|------------------------------------|-----------|-----------|----------------|------------|
| Ad Astra Histoical Analysis | | | | |
| Fall | | | October | |
| Spring | | | March | |
| Summer | | | October | |
| Sent to PH | | | | |
| Fall | Mid Oct | Early Dec | Dec. 1 | Early Feb |
| Spring | Mid Apr | Mid June | Jun. 1 | Mid August |
| Summer | Mid Oct | Early Dec | Nov. 1 | Early Jan |
| ASA Roll Schedule | | | | |
| Fall | | | Early December | |
| Spring | | | Mid June | |
| Summer | | | Early December | |
| Due to School | | | | |
| Fall | Feb. 1 | | Jan. 5 | Late Feb |
| Spring | Mid June | | Jul. 30 | Mid Sept |
| Summer | Mid Jan | | Dec. 10 | Late Jan |
| Time to Enter in PS | | | | |
| | 1-2 weeks | 1-2 days | ? | 2 weeks |
| Fall | | | | |
| Spring | | | | |
| Summer | | | | |
| Ad Astra Planner Analysis | | | | |
| Fall | | | Jan/Feb | |
| Spring | | | Aug/Sept | |
| Summer | | | Jan/Feb | |
| Schedule Live | | | | |
| Fall | | | Late March | |
| Spring | | | Early Oct | |
| Summer | | | Mid Feb | |
| Room Schedule | | | | |
| | School | School | School | Faculty |

| Fall | |
|-----------------------------|----------------|
| Ad Astra Histoical Analysis | October |
| Sent to PH | Nov. 1 |
| ASA Roll Schedule | Early December |
| Due to School | Jan. 15 |
| Time to Enter in PS | Feb. 1 |
| Room Sched-other schools | Feb. 1-15 |
| Ad Astra Planner Analysis | Late Feb |
| Final Sched Due | Mar. 1 |
| Schedule Live | Late March |

Spring

| | |
|------------------------------|------------|
| Ad Astra Historical Analysis | March |
| Sent to PH | Apr. 1 |
| ASA Roll Schedule | Mid June |
| Due to School | Jul. 30 |
| Time to Enter in PS | Sept. 1 |
| Room Sched-other schools | Sept. 1-15 |
| Ad Astra Planner Analysis | Late Sept |
| Final Sched Due | Oct. 1 |
| Schedule Live | Early Oct |

Summer

| | |
|------------------------------|----------------|
| Ad Astra Historical Analysis | October |
| Sent to PH | Nov. 1 |
| ASA Roll Schedule | Early December |
| Due to School | Jan. 15 |
| Time to Enter in PS | Feb. 1 |
| Room Sched-other schools | Feb. 1-10 |
| Ad Astra Planner Analysis | Early Feb |
| Final Sched Due | Feb. 10 |
| Schedule Live | Mid Feb |

All



Nov. 1

Apr. 1

Nov. 1



Jan. 15

Jul. 30

Jan. 15

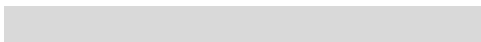
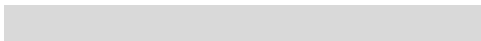


2 weeks

Feb. 1

Sept. 1

Feb. 1



School

| Fall | | |
|---|------------------------------|----------------|
| | Ad Astra Historical Analysis | October |
| | Develop Academy Schedule | October |
| | Sent to PH | Nov. 1 |
| | ASA Roll Schedule | Early December |
| | Due to School | Jan. 15 |
| | Enter in PS | Feb. 1 |
| | Room Sched-other schools* | Feb. 1-15 |
| | Ad Astra Planner Analysis | Late Feb |
| | Final Sched Due | Mar. 1 |
| | Schedule Live | Late March |
| | | |
| Spring | | |
| | Ad Astra Historical Analysis | March |
| | Develop Academy Schedule | March |
| | Sent to PH | Apr. 1 |
| | ASA Roll Schedule | Mid June |
| | Due to School | Jul. 30 |
| | Enter in PS | Sept. 1 |
| | Room Sched-other schools* | Sept. 1-15 |
| | Ad Astra Planner Analysis | Late Sept |
| | Final Sched Due | Oct. 1 |
| | Schedule Live | Early Oct |
| | | |
| Summer | | |
| | Ad Astra Historical Analysis | October |
| | Develop Academy Schedule | October |
| | Sent to PH | Nov. 1 |
| | ASA Roll Schedule | Early December |
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| | Enter in PS | Feb. 1 |
| | Room Sched-other schools* | Feb. 1-10 |
| | Ad Astra Planner Analysis | Early Feb |
| | Final Sched Due | Feb. 10 |
| | Schedule Live | Mid Feb |
| | | |
| | | |
| | | |
| * During this time, Academic schools will work with the other acad | | |
| of their own school. It is important that each school schedule thei | | |
| that rooms can be requested by other schools during this time per | | |

WORKFORCE

Pull previous semester data

Coordinators obtain approval for changes

Coordinators complete planning sheet

AOS enter in WES

Pull previous semester data

Coordinators obtain approval for changes

Coordinators complete planning sheet

AOS enter in WES

Pull previous semester data

Coordinators obtain approval for changes

Coordinators complete planning sheet

AOS enter in WES

Elementary schools to schedule rooms outside

of regular classes and rooms prior to this time so

that they can be used during this period.

| | | BTT | HP | LASS | STEM | All |
|-------------------------------------|--------|-----------|-----------|----------------|------------|---------|
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| | Spring | | | March | | |
| | Summer | | | October | | |
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| | Spring | | | | | Sept. 1 |
| | Summer | | | | | Feb. 1 |
| Ad Astra Planner Analysis | | | | | | |
| | Fall | | | Jan/Feb | | |
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| Schedule Live | | | | | | |
| | Fall | | | Late March | | |
| | Spring | | | Early Oct | | |
| | Summer | | | Mid Feb | | |
| Room Schedule | | | | | | |
| | | School | School | School | Faculty | School |