Scheduling Self-Contained

If you have self contained classrooms that when you schedule your students into art, music, and PE it makes these groups too large (more than is allowed by state law 20, 25, or 28) we need for you to follow the following guidelines.

You will create your block just like normal: ex: Block 971540
Use the assigned blockette numbers ex: 971541 Reading
971542 Writing
Etc…

You will NOT list art, music, and PE in the block as a blockette. INSTEAD you will need to create a new section of art, music, and PE ONLY you will not make these blockettes, INSTEAD you will check the "REGULAR" button and then you will have to add these individually to a child's schedule. (This will be similar to what we are doing for the Reading Recovery, GATE, etc. classes.) You will have to create a new section for each grade level that would be over in numbers for these classes. For instance if you had one second grader in self contained however you only had 20 students in a specific class then you could just add that blockette number and section to the teacher with only 20 students. However, if you have 6 third graders in self contained and a third grade class with 24 students then the additional 6 third graders will make you have 27 students which is higher than the state limits you would need to create a new third grade section for art, a new third grade section for music, and a new third grade section for PE and just leave these as regular classes not blockettes. Then you would attach all of these to the individual children who need these courses.