

Figure 1.4: Options for Scheduling Teacher Collaboration Time

1. Provide common time by scheduling most, if not all, team members the same planning period during the day.
2. Create an altered schedule for early-release or late-arrival students on an ongoing basis, if feasible to your community.
3. Use substitute teachers to roll through the day, releasing different collaborative teams for two to three hours at a time.
4. Occasionally release teachers from teaching duties or other nonteaching duties in order to collaborate with colleagues.
5. Restructure time by permanently altering teacher responsibilities, the teaching schedule, the school day, or the school calendar.
6. Purchase teacher time by providing monetary compensation for after-school, weekend, or summer work.