

## Memorandum

To: GISD Superintendent Efren Yturralde GISD

From: Kathryn Harper, Principal STHS

Date: January 15, 2013

Re: Schedule proposal

For the 2013-14 school year, Santa Teresa is proposing to proceed with the 7 period day schedule. We are submitting the example below for our bell schedule which includes a collaboration period within the workday. Thank you for your consideration.

Sample 1	5 minute passing	50 minutes classes
Collaboration	8:15am - 8:45am	30 mins
1st Pd	8:50am - 9:45am	55 mins
2nd Pd	9:50am - 10:40am	50 min
3rd Pd.	10:45am - 11:35am	50 min
4A (Lunch)	11:35am - 12:05pm	30 mins
4A (Class)	12:10pm - 1:00pm	50 min
4B (Class)	11:40am - 12:30pm	50 min
4B (Lunch)	12:30pm - 1:00pm	30 mins
5th Pd.	1:05pm - 1:55pm	50 min
6th Pd.	2:00pm - 2:50pm	50 min
7th Pd.	2:55pm - 3:45pm	50 min