



# Master Scheduling Workshop

**A ONE DAY WORKSHOP**

**WITH COACHING AVAILABLE AT YOUR SCHOOL SITE!\***

*dates and locations:*

8:00 AM – 8:29 AM Registration/  
Continental Breakfast  
8:30 AM – 3:00 PM Workshop

**October 5, 2018**

**Levy Adult Ed Center**  
3420 W. 229th Place, Room 20  
Torrance, CA 90505

**October 25, 2018**

**ACSA Ontario Office**  
3602 Inland Empire Blvd., Suite A230  
Ontario, CA 91764

**December 4, 2018**

**ACSA Sacramento Office**  
1029 J Street, Suite 320  
Sacramento, CA 95814

**December 11, 2018**

**Liberty Union High School District**  
1050 Neroly Road  
Oakley CA 94561 Room A201

**January 10, 2019**

**Brandman University**  
7460 Mission Valley Rd, Rm 103  
San Diego, CA 92108

The complexities of building today's master schedule in both middle and high school can be overwhelming, especially if you have little or no master scheduling experience.

*This one day seminar will provide the necessary basics including:*

- Identification of essential "non-negotiable" components
- Realistic and necessary timelines
- Step-by-step, practical method for creating a schedule that provides course selection equity
- An opportunity to practice building a master-schedule with real numbers

**All levels of expertise are welcome, however this workshop is geared toward first or second year master schedulers.**

*Upon completion of this workshop, participants are invited to schedule on-site coaching.*

\*Participants must attend workshop to qualify for coaching services

**Fees:** Member \$385; Non-member \$770

**Register:** <http://www.cvent.com/d/dgqxn0>

Need more information? Contact Rhonda Morgan in ACSA's Educational Services Department at 800.608.ACSA or via e-mail [rmorgan@acsa.org](mailto:rmorgan@acsa.org)