



Staffing and Scheduling Bootcamps Spring 2024

Overview

In order to assist schools and systems in developing dynamic and effective schedules aligned to best practices, the Department is hosting four staffing and scheduling bootcamps in February for teams of school and system leaders. Both an elementary and a secondary bootcamp will be held in the southern region of the state and the northern region of the state. The full-day bootcamp will include an overview of the staffing and scheduling best practices and allow system/school leaders to build effective schedules aligned to best practices for next school year.

Registration Details

Participation in the Staffing and Scheduling Bootcamp is of **no cost** to school systems. Interested school systems will complete one registration through Eventbrite selecting the Bootcamp date and location they wish to attend. School systems are encouraged to send a team of school/system leaders such as: principal supervisors, school leaders, school counselors, and those who are involved in the staffing and scheduling process at the school level to the Bootcamp.

- Registration opens through Eventbrite on January 5 and will close on February 9 or when registration meets capacity.
- The school system team must register through Eventbrite, and registration is on a first-come, first-served basis.
- School systems should bring a team that includes 5-8 members who are heavily involved in staffing and scheduling at the system/school level (chief academic officers, principal supervisors, school leaders, school counselor, etc.).
- Tickets are limited, so please register your team to secure a spot. One person from the team should register all team members in one registration.

Dates and Locations

The dates and areas of the bootcamps are as follows. The specific locations for each area will be posted on Eventbrite on January 5.

- February 21: Elementary Staffing and Scheduling Baton Rouge Area
- February 22: Secondary Staffing and Scheduling Baton Rouge Area
- February 28: Elementary Staffing and Scheduling Shreveport Area
- February 29: Secondary Staffing and Scheduling Shreveport Area

Follow Up Coaching and Support

In addition to the in-person bootcamp sessions, the Department will host follow-up coaching calls with each team to discuss team-specific questions, concerns, and challenges related to staffing and scheduling decisions. These calls are meant to help teams think through the detailed steps of implementing the staffing and scheduling best practices in their unique school or school system context. Specific supports include:

- Two coaching sessions per team following the bootcamp session.
- Optional office hours in which teams can sign up for additional coaching support, as needed.

Questions can be emailed to louisianaleaders@la.gov.