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 workshop will provide the necessary basics, including:

**Outcomes:**
- Identification of essential “non-negotiable” components.
- Realistic and necessary timelines.
- A 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.

**Suggested Audience:** All levels of expertise are welcome, however, this workshop is geared toward first- and second-year master schedulers.

**Registration Fee:** ACSA Member: $385 | Non-member: $770

**Dates/Locations:**
- **October 30, 2019**
  ACSA Ontario Office, 3602 Inland Empire Blvd., Suite A230, Ontario, CA 91764
  REGISTRATION: [http://www.cvent.com/d/0yqpv7/4W](http://www.cvent.com/d/0yqpv7/4W)
- **December 5, 2019**
  ACSA Sacramento Office, 1029 J Street, Suite 320, Sacramento, CA 95814
  REGISTRATION: [http://www.cvent.com/d/7yqw35/4W](http://www.cvent.com/d/7yqw35/4W)
- **January 30, 2020**
  Oxnard Union HSD, 220 South “K” St., Bldg. D - Hueneme/Oxnard Rooms, Oxnard, CA 93030
- **January 31, 2020**
  Berryessa USD, 1376 Piedmont Road, Boardroom, San Jose, CA 95132
- **February 6, 2020**
  La Mesa-Springs Valley Schools, 4750 Date Avenue, Boardroom, La Mesa, CA 91942

Need more information? Contact Julia Cash in ACSA’s Educational Services Department at 800.608.ACSA or via e-mail jcash@acsa.org