

# MEMO



**To:** All Faculty and Staff  
**From:** Tom Smith  
**Subject:** Special Schedule on Tuesday, October 19  
**Date:** September 10, 2021

On Tuesday, October 19, we will have a special schedule. The bell schedule is listed below:

**Tuesday, October 19, 2021**  
**Special Schedule Day 4**  
**(75 minute classes)**  
**(no faculty meetings)**

<b>Period 4</b> (5 minutes for announcements)	9:00-10:20
<b>Lunch</b> 10:20-10:55	<b>Period 5</b> 10:25-11:40
<b>Period 5</b> 11:00-12:15	<b>Lunch</b> 11:40-12:15
<b>Period 6</b>	12:20-1:35
Academic Period	1:40-2:30