

# MEMO



**To:** All Faculty and Staff  
**From:** Tom Smith  
**Subject:** Special Distribution Regular Schedule on August 10, 2023  
**Date:** June 1, 2023

On Thursday, August 10, we will begin the day with a Distribution Period and Announcements. This schedule will also feature an extended combined lunch period.

The bell schedule is listed below:

**Thursday, August 10, 2023**  
**Special Distribution Regular Day 1**  
**(70 minute classes)**  
**(extended 50 minute lunch)**

<b>Distribution Period</b> (announcements)	8:00-8:05
<b>Period 1</b>	8:10-9:20
<b>Period 2</b>	9:25-10:35
<b>Period 3</b>	10:40-11:50
<b>Lunch</b>	11:50-12:40
<b>Period 4</b>	12:45-1:55
Academic Period	2:00-2:30