

## **130 - SCHOOL YEAR CALENDAR**

### **Background**

The Division believes that the basic 200 operational day school year calendar should be uniform throughout the Division and be based on input from staff and school councils.

### **Procedures**

1. The Assistant Superintendent, Instruction is responsible for the development of a school calendar that meets the needs of the Division.
2. The basic school year calendar shall be developed in accordance with the following:
  - 2.1 Must provide 965 hours minimum instructional time for elementary and junior high schools and 1015 hours minimum instructional time for senior high.
  - 2.2 Must provide for staff development within the school year.
  - 2.3 Must adhere to the Diploma and Achievement examination dates set by Alberta Education.
  - 2.4 Must recognize the set Alberta Teachers' Association Convention dates.
  - 2.5 Must have a fixed Christmas break of two weeks.
  - 2.6 Must have a fixed Spring break that includes the last Monday in March.
  - 2.7 The school year calendar must have fixed starting and ending dates for all schools.
  - 2.8 Must balance between the first and second semester.
  - 2.9 Must consider busing for Separate Boards.
  - 2.10 Must have embedded PLC time consistent at all schools.
  - 2.11 May consider professional development collaboration with other Zone IV Boards.
3. The proposed school year calendar shall be circulated to all school Principals, who shall consult with their respective staffs and school councils.
4. School staffs and school councils may provide their responses to the proposed school year calendar.
5. The Superintendent shall present the final proposed school year calendar to the Board of Trustees for approval at a regular Board meeting prior to May 31.

6. Following approval by the Board of Trustees, copies of the final school year calendar shall be distributed to all Principals who shall, in turn, distribute the information to school staffs and school councils.

Reference: Section 56, School Act

Reference: Board Policy #17 Resolution 43/07

Revised: 12 November 2007