

# School Year Calendar

## Background

The school year must be designed to maximize student learning.

Subject to the provisions of the Education Act, the Director is responsible for developing and recommending the school year calendar to the Board. The Board will establish the calendar prior to April 30 for the subsequent school year.

## Procedures

1. The Director shall present options to the School Year Calendar Committee by November 15.
2. The Principal shall present the preferred calendar option developed by the School Year Calendar Committee to the school staff and the School Community Council and report the results to the Director by November 30.
3. On the basis of the feedback, a school year calendar shall be recommended for Board approval by November 30 for presentation at the December meeting of the Board.
4. The Director shall inform the principals of the adopted school year schedule by January 30 no later than May 1.
5. Alternate schedules

Requests for an alternate school year shall be approved by Board motion and presented to the Minister of Education as follows:

  - 5.1 All requests for an alternate school year must be approved by School Community Council (formal motion is required);
  - 5.2 The request for an alternate school year must reach the Director or designate in time for presentation by the Director at the December meeting of the Board;
  - 5.3 Requests will be forwarded to the Minister of Education for approval by January 30, no later than May 1.
6. Notwithstanding, in any year, the Board may appoint a committee which will, by November 30:
  - 6.1 Draft a schedule for the upcoming school year;
  - 6.2 Review alternative school year schedules;
  - 6.3 Prepare a recommendation for the regular school year and for an alternate school year to be presented to the Board at the December meeting.

Reference: Sections 85, 87, 108, 109, 163, 164, 165, 166, 167 Education Act

