

Education Programs

Organization of School Calendar and School Day

I. Purpose

This policy provides for a timely determination of the school calendar and school day.

II. General Statement of Policy

The primary goal of the calendar and school day is to advance learning for students and professional learning for teachers, in compliance with required guidelines set by the Minnesota Department of Education.

III. School Calendar Development

- A. The school calendar will be adopted by the school board at least six months prior to the start of a school year. It will meet all provisions of state attendance law. The school calendar will establish student days, workshop days for employees, and other information related to students, staff and parents.
- B. The school board will approve a calendar development process which includes:
 - Consideration of state statutes, district work agreements and district learning needs
 - Input opportunities from staff and families
 - A decision-making process which defines both the process for gathering input and the team developing the recommendations
- C. Necessary revisions in a previously-approved school calendar will be made by the school board in a timely manner.

IV. Student School Day Schedule

- A. The superintendent will be responsible for developing a school day schedule for each building, subject to review by the school board. All requirements and provisions of state law will be met.
- B. The superintendent will work in collaboration with building principals in developing the school day schedule for schools. The decision making process will include:
 - Input opportunities from staff and families
 - Decision-making process which defines both the process for gathering input and the team developing the recommendations

C. In developing the student day schedule, consideration will be given to the following:

- learning priorities;
- district work agreements;
- school bus schedules;
- cooperative programs;
- differences in time requirements at various grade levels;
- effective utilization of facilities;
- cost effectiveness; and
- other concerns deserving of attention

Legal References:

Minn. Stat. § 120A.40 (School Calendar)

Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)

Minn. Stat. § 120A.415 (Extended School Calendar)

Minn. Stat. § 120A.42 (Holidays)

Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)

Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)

Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross Reference:

Policy 425 (Staff Development)

Policy

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INDEPENDENT SCHOOL DISTRICT 273

Edina, Minnesota