

TO: Board of Education

FROM: Constance Hubbard, Superintendent
Michael Brady, Assistant Superintendent, Business Services
Randall Booker, Assistant Superintendent, Educational Services

SUBJECT: **APPROVE 2014-15 and 2015-16 PROPOSED INSTRUCTIONAL CALENDARS**

I. **SUPPORT INFORMATION**

The Instructional Calendar is a negotiated “working condition” as included in the collective bargaining process between the District and Association of Piedmont Teachers (APT). As part of the Interest Based Bargaining (IBB) process, the calendar has been agreed to be negotiated separately from annual openers each year. The development of a calendar for two consecutive academic years was identified as a priority by staff, parents and the Board. This has been problematic the past few years due to the uncertainty of the budget and the need for consideration of furlough days and shortened student school year requirements. The current Collective Bargaining Agreement (CBA) is in force through June 30, 2014 and APT has agreed to propose calendars for the next two academic years.

APT voted on calendars that included options that parallel this year’s calendar, ones that start after Labor Day and end school in the third week of June, and versions that start mid-August and end the first week in June to allow the semester to end prior to winter break. They also considered a hybrid option that included starting the school year in the traditional third week of August in 2014 and an earlier start in 2015 to give a year’s notice of a change.

None of the options received more than 50% of the votes so there was a runoff scheduled for last week. Attached are the proposed Instructional Calendars for 2014-15 and 2015-16 that mirror this year’s calendar. Neither calendar includes any unpaid furlough days and restores student days to the full 180 days.

Although subject to negotiations, the District and APT give consideration to input from CSEA and parents. A parent survey has been distributed as recently as last school year. The Instructional Calendar includes setting the first and last day of school for students, and non-school days for students that are either vacation or designated professional development days for staff. Setting the semester length, report card grading periods, minimum days, conference days, and testing schedules are not subject to negotiations and are set after the Instructional Calendar is voted and approved by the APT membership and the Board of Education.

Background Information Provided October 23, 2013

Information from past surveys indicates that there is not a clear consensus as to the timing for the start of the school year or placement of vacation days during the year. The Instructional Calendar has strict requirements from the State that must be addressed:

- *180 school attendance days – a day must be at least 325 minutes to count as a day. Funding from the State is calculated based on the attendance rate of students on the designated 180 student days in the calendar.*
- *Each grade level must also offer a specified total minimum number of minutes in the 180 days.*
- *Each grade level at each school must offer the equal amount of total minutes in the school/District (e.g., all third grades in each of the three elementary schools must offer same total minutes per year)*
- *Prescribed holidays included as part of the calendar with some flexibility when scheduled except November 11, which is an “immovable holiday” and must be a non-school day if falls Monday through Friday.*
- *Per local agreement, a APT base work year of 185 days that includes 180 student days, 3 professional development days and 2 work days.*

The start and end of the school year varies in districts throughout the State. The traditional calendar starts school near Labor Day and ends mid-June. Research supports the “year round” calendar as the most supportive of student learning throughout the year. Recent discussions have included the possibility of setting a calendar that allows for the semester to end prior to the traditional winter break at the end of December that goes through the beginning of the New Year.

It is important for staff, community and parents to understand the rationale that supports this calendar as a consideration. The start and end of the school year have a direct effect on the schedule of holiday/breaks throughout the school year to meet State requirements and District agreements. In addition to State and local requirements, the Instructional Calendar is designed to support students by considering the following factors that affect all:

- *A schedule that supports optimal learning and long-term retention of academic material for students in grades pre-K through grade 12*
- *Balance of student work load and high stakes stressors (e.g., testing and college applications)*
- *Balance of work/school/family time for students, parents, and staff*
- *Decision timeline that allows for planning for staff and families*
- *Professional development schedule that supports teaching and learning*

Starting the school year earlier in August provides the opportunity to end the first semester prior to winter break and end the school year by the beginning of June. Considerations that support this option include:

- *Winter break can be a time that is free from school work for students and staff to be enjoyed with less stress.*
- *Provides flexibility for content pacing throughout the school year.*
- *Provides more teaching time for students to be prepared for high-stakes tests such as Advanced Placement.*
- *Provides more instructional time in all grades prior to the standardized testing required by the State (e.g.,. prior requirements associated with STAR testing)*
- *High school students who participate in Fall sports must report by early August and families need to schedule vacations to support that schedule.*

Considerations for the more traditional calendar start of the school year near Labor Day include:

- *Allows for planning of vacation and attendance in summer programs in August*
- *Less availability for summer opportunities for students in grades K-8 during first two weeks in June. May impact child care.*
- *Requires a later release date in June that may interfere with the start of summer camps/opportunities.*

The Board will be requested to approve the calendar options as presented since the Board reviewed the options as part of the negotiations process with the assumption that the options were acceptable.

II. **RECOMMENDATION: REVIEW AND ACTION**

Review the 2014-15 and 2015-16 Instructional Year Calendars and approve as presented.

PIEDMONT UNIFIED SCHOOL DISTRICT

Instructional Calendar 2014-15

JULY				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
M	T	W	T	F
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

◆ Professional Development Day (no school for students) Aug. 18

○ Teacher Day (no students) Aug. 19

☼ First Day of School Aug. 20

■ Labor Day (school closed) Sept. 1

◆ Professional Development Day (no school for students) Oct. 13

■ Veteran's Day Nov. 11

□ Thanksgiving Week (schools closed) Nov. 24-28

■ Thanksgiving Holiday Nov. 27

□ Winter Break (schools closed) Dec. 22-Jan. 2

■ Christmas Dec. 25

■ New Year's Day Jan. 1

■ Martin Luther King Jr. Day Jan. 19

◆ Professional Development Day (no school for students) Jan. 20

■ Presidents' Day Feb. 16

□ Presidents' Week (schools closed) Feb. 16-20

□ Schools closed March 9

□ Spring Break April 6-10

■ Memorial Day May 25

☼ Last Day of School June 11

○ Teacher Day (no students) June 12

JANUARY				
M	T	W	T	F
			1	2
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12	13	14	15	16
19	20	21	22	23
26	27	0	29	30

FEBRUARY				
M	T	W	T	F
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16	17	18	19	20
23	24	25	26	27

MARCH				
M	T	W	T	F
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23	24	25	26	27
30	31			

APRIL				
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MAY				
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JUNE				
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29	30			

PIEDMONT UNIFIED SCHOOL DISTRICT

Instructional Calendar 2015-16

JULY				
M	T	W	T	F
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6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST				
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31				

SEPTEMBER				
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28	29	30		

OCTOBER				
M	T	W	T	F
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12	13	14	15	16
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26	27	0	29	30

NOVEMBER				
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30				

DECEMBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

◆ Professional Development Day (no school for students) Aug. 17

○ Teacher Day (no students) Aug. 18

☼ First Day of School Aug. 19

■ Labor Day (school closed) Sept. 7

◆ Professional Development Day (no school for students) Oct. 12

■ Veteran's Day Nov. 11

□ Thanksgiving Week (schools closed) Nov. 23-27

■ Thanksgiving Holiday Nov. 26-27

□ Winter Break (schools closed) Dec. 21-Jan. 1

■ Christmas Dec. 25

■ New Year's Day Jan. 1

■ Martin Luther King Jr. Day Jan. 18

◆ Professional Development Day (no school for students) Jan. 19

■ Presidents' Day Feb. 15

□ Presidents' Week (schools closed) Feb. 15-19

□ Schools closed March 7

□ Spring Break April 11-15

■ Memorial Day May 30

☼ Last Day of School June 9

○ Teacher Day (no students) June 10

JANUARY				
M	T	W	T	F
				1
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11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

FEBRUARY				
M	T	W	T	F
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22	23	24	25	26
29				

MARCH				
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APRIL				
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MAY				
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JUNE				
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