



Adopted: 12/06/16

## **602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY**

### **I. PURPOSE**

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

### **II. GENERAL STATEMENT OF POLICY**

It is important to parents, students, employees, and the general public to have advance knowledge of the school calendar and school day to effectively plan for the school year.

### **III. CALENDAR RESPONSIBILITY**

- A. The school calendar shall be adopted annually by the governing board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff and parents.
- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence the school year before September 1, unless beginning the school year earlier will accommodate a construction or remodeling project of \$400,000 or more, which affects the district's school facility. Days devoted to teacher's workshops may be held before September 1.
- C. Employees shall be provided an opportunity to participate in school calendar considerations.

### **IV. SCHOOL DAY RESPONSIBILITY**

- A. The director shall be responsible for developing a schedule for the student day, subject to review by the governing board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education shall be met.
- B. In developing the student day schedule, the director shall consider such factors as school bus schedules, member school district needs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.