

**BOARD AGENDA ITEM**

**July 12, 2022**

***SUBJECT:***

Revision of the following policy:

Policy ICA School Calendar, First Reading

***BACKGROUND INFORMATION:***

The district is required to produce a school calendar per South Carolina Code of Laws that meets specific requirements for the number of days of school, professional development days for teachers, and make-up days. Policy ICA School Calendar provides guidance to administration to ensure the school calendar meets requirements.

***ADMINISTRATIVE CONSIDERATION:***

Administration has reviewed Policy ICA School Calendar and revised the policy to align with the South Carolina Code of Laws and to include the modified calendar specifications, which will begin in the 2023-2024 school year.

***RECOMMENDATION:***

Approve the following policy:

Policy ICA School Calendar, First Reading

***ATTACHMENTS:***

Policy ICA School Calendar

***PREPARED BY:***

Jeanie Glover  
Eric Jeffcoat  
Salvatore Minolfo

# SCHOOL CALENDAR

Code **ICA** Issued **1/16/22**

Purpose: To establish the basic structure for the school calendar.

The superintendent will prepare the school calendar for the ensuing school year and present it for board approval by the spring of each year.

The school calendar will be developed in accordance with the following guidelines:

- The calendar will contain a minimum of 180 instructional days for students and a minimum of 190 days for teachers.
- ~~Classes will begin no later than the fourth Monday in August.~~
- Classes will not begin before the third Monday in August, except for schools operating on a year-round modified school calendar.
- ~~The calendar will include a minimum of five in-service days~~ five professional development days to address academic achievement standards including strengthening teachers' knowledge in their content area, teaching techniques, and assessment. ~~and a minimum of five teacher workdays.~~
- The calendar will include five teacher workdays for planning, academic plans, and parent conferences.
  - ~~At least two in-service days will be scheduled before school starts.~~
  - ~~At least two teacher workdays will be scheduled before school starts and one workday or in-service day will be scheduled after each nine-week reporting period when possible.~~

## Holidays

The Wednesday before Thanksgiving is a holiday for students and employees.

Whenever feasible, the winter break will include two weeks for students and employees.

Spring break for students and employees will include five days in the week before the second Sunday in April (or at such period as recommended by the superintendent to the board of education as circumstances require).

When a holiday occurs on Saturday, it will be recognized on the Friday preceding the holiday. When a holiday occurs on Sunday, it will be recognized on the Monday following the holiday.

The following are holidays for 12-month employees:

- Independence Day
- Labor Day
- General (National) Election Day
- Thanksgiving Day, the day before, and the day after
- Winter Holidays
- New Year's Day
- Martin Luther King, Jr. Day

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- President's Day
- Spring Holidays (five days)
- Good Friday (except in days when occurring during Spring Holidays)
- Memorial Day

Days lost because of inclement weather will be made up as determined by the school calendar and in accordance with the state department-approved eLearning status.

Teacher in-service/ ~~workdays~~ professional development days will be used as needed (teachers will make up in-service/~~workdays~~ professional development days by lengthening school days by no less than one hour per day or by use of Saturdays, as approved by the ~~principal~~ superintendent).

The proposed calendar will be submitted to the board no later than the spring of each year. Any changes to the calendar not provided for within this policy will require the approval of the board.

Adopted 1974; Revised 3/27/90, 2/26/91, 2/9/93, 1/11/00, 6/27/00, 1/8/02, 3/9/04, 1/12/16, 7/24/22

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Legal references:

- A. S.C. Code, 1976, as amended:
1. Section 59-19-90(12) - General powers and duties of board; establish an annual calendar.
  2. Section 59-1-370 - Closing of educational institutions on general election day.
  3. Section 59-1-425 - School terms, school days, make-up days.