BOARD AGENDA ITEM

DECEMBER 8, 2015

SUBJECT:

Amendments to Policy ICA Schools Calendar – First Reading

BACKGROUND INFORMATION:

The purpose of ICA is to establish the basic structure for the school calendar. The amended policy will reflect the recent changes to Policy GCD Professional Staff Vacation and Holidays and Policy GDD Support Staff Vacations and Holidays.

ADMINISTRATIVE CONSIDERATION:

The changes to Policy ICA helps administration have more flexibility when planning workdays/in-service days and make up days due to bad weather conditions.

RECOMMENDATIONS:

Approve on first reading the proposed amendments to Policy ICA – School Calendar

PREPARED BY:

Shawn D. Foster

Policy ICA School Calendar

Issued 3/04

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.

The calendar will include a minimum of five inservice days and a minimum of five teacher workdays.

At least two inservice days will be scheduled before school starts; ~~one day will be scheduled to coincide with the South Carolina Education Association meeting when it is scheduled on a weekday and one day will be scheduled at the end of the first nine weeks~~.

At least two teacher workdays will be scheduled before school starts and one workday or inservice day will be scheduled after each nine-week reporting period when possible.

Holidays

The Wednesday before Thanksgiving is a holiday for students and employees ~~with less than a 12-month contract. Employees with a 12-month contract may work that Wednesday or use an annual leave day~~.

Whenever feasible, the winter break will include 10 holidays for students and employees ~~with less than a 12-month contract.~~

Spring break for students and employees ~~with less than a 12-month contract~~ 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

<u>The day before</u> Thanksgiving Day and the day after

Christmas Eve and Christmas Day <u>(to coincide with students' Winter Break)</u>

New Year's Day

Martin Luther King, Jr. Day

President's Day

~~Two days spring break~~ Spring Holidays (five days)

Good Friday (except in years when occurring during Spring Holidays)

Memorial Day

Days lost because of inclement weather ~~may be made up in the following order~~. will be made up as determined by school calendar

~~Martin Luther King, Jr. Day (first make-up day in odd-numbered years)~~

~~President's Day (first make-up day in even-numbered years)~~

teacher inservice/workdays as needed (teachers will make up inservice/workdays by lengthening school days by no less than one hour per day or by use of Saturdays, as approved by the principal)

~~Memorial Day~~

~~days at end of the school year~~

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

Legal references:

S.C. Code, 1976, as amended:

Section 59-19-90(12) - General powers and duties of board; establish an annual calendar.

Section 59-1-370 - Closing of educational institutions on general election day.

Section 59-1-420 - Provides for length of school year.

Section 59-1-430 - Provides that all missed school days must be made up.

Section 59-1-440 - Minimum hours and use of school day.