

## **LOCAL SCHOOL CALENDAR**

### **Background**

The Lieutenant Governor in Council must, by regulation, set a standard school calendar for each school year. Pursuant to the School Act, a Board may adopt, in accordance with the regulations, a school calendar that differs from the standard school calendar for one or more schools in the District, or for groups of students in a school in the District. The District will typically set a District-wide calendar using the standard school calendar as a base, with input from partner groups.

### **Procedures**

1. A standard school calendar is produced provincially, outlining the key dates for the upcoming three to five (3 to 5) years. This calendar is used as the basis for decisions made in the District.
2. The Superintendent or designate convenes the Calendar Committee to consider possible local District calendar options and make recommendations to the Superintendent. The Calendar Committee has representatives from WVAA, WVTA, WVMEA AND WVD PAC. Other individuals may be included on the committee at the discretion of the Superintendent.
3. The Calendar Committee will survey their members, and the community, if necessary, to help build consensus. In order ensure system stability, the Committee is encouraged to make recommendations for more than one (1) year at a time.
4. Any calendar option that is considered will ensure that requirements for instructional time are met, and that the calendar is consistent with the goal of improving student learning.
5. Once the Calendar Committee prepares a recommendation, the local calendar will be brought to the Board by the Superintendent for consideration.
6. The District must file the local school calendar with the Minister within thirty (30) days after the approval is obtained.
7. The District will make available, in accordance with the regulations, a school calendar for the following school year to every parent of a student in the school on or before May 31 of each school year.

Legal Reference:     *Sections 8, 22, 65, 77, 78, 78.1, 85 School Act*