



TO: Dr. Michael Riggle

FROM: Rosanne Williamson

RE: Draft of the 2018-2019 School Year Calendar for Review

DATE: May 17, 2017

### **Recommendation**

I recommend the attached calendar be presented to the Board of Education at its meeting of May 22, 2017 for the Board's initial review. Following Board discussion, the final calendar would be placed on the consent agenda at the June 26, 2017 Board meeting. The Board of Education has traditionally asked us to present the calendar two years in advance.

### **Background**

#### **Process**

This year, the District 225 administration surveyed staff, students and parents on two different calendar types: traditional and collegiate.

#### **Traditional Calendar**

A "traditional" calendar is one that begins in late August and ends in early June of the following year. Final exams are administered in January following the winter break.

#### **Collegiate Calendar**

A "collegiate" calendar is one that matches more closely the parameters followed by colleges and universities. A collegiate calendar would in general, start in early to mid-August and end in late May of the following year. First semester final exams, as well as the end of the first semester would take place prior to winter break. The second semester would begin when school resumes after the winter break.

#### **Findings**

Quantitative survey results and qualitative comments offered by students, parents and teachers were somewhat mixed when it came to preference of one type of calendar over the other.

Although the recommended calendar for 2018-2019 remains traditional, there was enough interest and support for the collegiate calendar to warrant future study and discussion in developing the calendar for the 2019-2020 school year.

*Note:* As discussed at the April 24 board meeting, this calendar does not yet have designations for eight school improvement days, but we are asking the Board to approve this calendar with a note that the specific dates will be approved when the final school year calendar is approved at the conclusion of the 2018-2019 school year.

**2018-2019 Proposed Public School Calendar for Northfield Twp HSD 225, Draft, as of**

Codes: X = attendance day; XHI, XHPT, XID, XDS, XHS, XHSW, XHIH, XHPH, XHSH = half attendance day; XH = holiday attendance waiver; FPT, FPTH, WFPT = full day parent teacher conference; FI, WFI, FIH = teacher inservice; PI, TI, TIH = parent/teacher institute; ED = emergency day; XED = proposed emergency day; HOL = holiday; NIA = not in attendance

**Total Days of Attendance:** 178 **Regular Day:** 8:00AM - 3:15PM**Instruct. Day Lgth:**

6 Hrs. 3 Mins.

July 2018							August 2018							September 2018						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
25	26	27	28	29	30	1	30	31	1 X	2 X	3 X									
2 X	3 X	4 HOL	5 X	6 X	7	8	6 X	7 X	8 X	9 X	10 X			3 HOL	4 X	5 X	6 X	7 X		4
9 X	10 X	11 X	12 X	13 X	14	15	13 X	14 X	15 X	16 X	17 X			10 Rosh Hashanah	11 X	12 X	13 X	14 X		4
16 X	17 X	18 X	19 X	20 X	21	22	20 GD	21 GD	22 X	23 X	24 X		3	17 X	18 X	19 Yom Kippur	20 X	21 X		4
23 X	24 X	25 X	26 X	27 X	28	29	27 X	28 X	29 X	30 X	31 X		5	24 X	25 X	26 X	27 X	28 X		5
30 X	31 X	1	2	3	4	5														

July Atnd:

Accum:

Aug Atnd: 8

Accum: 8

Sept Atnd: 17

Accum: 25

October 2018							November 2018							December 2018						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
										1 X	2 X		2							
1 X	2 X	3 X	4 X	5 X		5	5 X	6 X	7 X	8 X	9 X		11 HOL 5	3 X	4 X	5 X	6 X	7 X		5
8 HOL Columbus Day	9 X	10 X	11 X	12 X		4	12 X	13 X	14 X	15 X	16 X		5	10 X	11 X	12 X	13 X	14 X		5
15 X	16 X	17 X	18 X	19 X		5	19 X	20 X	21 Day Before Thanksgiving	22 HOL	23 Day After Thanksgiving		2	17 X	18 X	19 X	20 X	21 X		5
22 X	23 X	24 X	25 X	26 X		5	26 X	27 X	28 X	29 X	30 X		5	24 Xmas eve	25 HOL	26	27	28		
29 X	30 X	31 X				3								31 New Year's Eve						

Oct Atnd: 22

Accum: 47

Nov Atnd: 19

Accum: 66

Dec Atnd: 15

Accum: 81

January 2019							February 2019							March 2019						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1 HOL	2	3	4							1 X		1					1 X		1
7 X	8 X	9 X	10 X	11 X		5	4 X	5 X	6 X	7 X	8 X		5	4 HOL 10	5 X	6 X	7 X	8 X		4
14 X	15 X	16 X	17 X	18 ID		4	11 X	12 X Waiver	13 X	14 X	15 X		5	11 X	12 X	13 X	14 X	15 X		5
21 HOL	22 X	23 X	24 X	25 X		4	18 President's Day - Emergent day	19 X	20 X	21 X	22 X		4	18 X	19 X	20 X	21 X	22 X		5
28 X	29 X	30 X	31 X			4	25 X	26 X	27 X	28 X			4	25 X	26 X	27 X	28 X	29 X		

Jan Atnd: 17

Accum: 98

Feb Atnd: 19

Accum: 118

Mar Atnd: 15

Accum: 132

April 2019							May 2019							June 2019						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
									1 X	2 X	3 X		3							
8 XED	9 X	10 X	11 X	12 X		4	6 X	7 X	8 X	9 X	10 X		5	3 X	4 X	5 X	6 X	7 GD		4
15 X	16 X	17 X	18 X	19 Good Friday		4	13 X	14 X	15 X	16 X	17 X		5	10 XED	11 XED	12 XED	13 XED	14 XED		
22 X	23 X	24 X	25 X	26 X		5	20 X	21 X	22 X	23 X	24 X		5	17 XED	18 XED	19 XED	20 X	21 X		
29 X	30 X					2	27 HOL	28 X	29 X	30 X	31 X		4	24 X	25 X	26 X	27 X	28 X		

Apr Atnd: 20

Accum: 152

May Atnd: 22

Accum: 174

June Atnd: 3

Accum: 178

# School Calendar Preparation

Agenda Item #7

For planning purposes and as a service to our students, staff, and school community, Glenbrook High School District 225 develops its school calendar two years in advance. District 225 works collaboratively with all township feeder districts (27, 28, 30, 31, and 34) to coordinate winter and spring breaks. The beginning and ending dates for the school year, as well as holidays and professional development days, are likely to vary for each district. The following factors are considered in developing the final calendar:

- The school year provides for 178 student attendance days and 5 additional staff attendance days, for a total of 183 days.
- Ten emergency days are scheduled as part of the calendar to compensate for emergency closings. These days will be canceled if they are not needed.
- School begins near the end of August to correspond with the beginning of athletic practices and contests for high school students.
- For academic purposes, efforts are made to schedule an equal number of days for each grading period and semester.
- Three Glenbrook Days for faculty work and professional development are scheduled for the school year. Two of these are scheduled in August, immediately prior to when the students are scheduled to start school. The third Glenbrook Day occurs in June and is the last day of attendance by teachers.
- A maximum of eight granted holidays are marked with an “X” and typically they include: Day after Thanksgiving, Rosh Hashanah, Yom Kippur, Christmas Eve, New Year’s Eve, and Good Friday.
- Legal holidays are marked on the calendar with a “X” if they fall during the week. They include: New Year’s Day, Martin Luther King’s Birthday\*, Lincoln’s Birthday\*, Casimir Pulaski Day\*, Memorial Day, Independence Day, Labor Day, Columbus Day\*, Veteran’s Day\*, Thanksgiving Day, and Christmas Day.

\*The Board held a public hearing and took official action approving legal school holiday modifications for the birthday of Dr. Martin Luther King, Jr. (third Monday in January), the birthday of President Abraham Lincoln (February 12), the birthday of Casimir Pulaski (first Monday in March), Columbus Day (second Monday in October), and Veterans’ Day (November 11). Although traditionally only Lincoln’s Birthday, Pulaski Day and Columbus Day are modified for use as a student attendance day or District Institute Day, approving modifications to all legal school holidays allows for greater flexibility.

- Winter break will typically include two full weeks and three weekends to accommodate travel and vacation plans for our students and families.
- Spring break will generally be one week and is consistently scheduled during the last week in March, so as not to conflict with school board elections in April.
- Graduation Day for seniors is typically scheduled to occur on the Sunday before the last week of school for non-seniors.
- All calendars are available on the district and school websites.