

School Year/School Calendar/Instruction Time

Prior to the end of the school year, the Board will determine the length of time during which district schools will be in session during the next school year. The number of hours/days of planned teacher-student instruction and of teacher-student contact will be consistent with the Board's definition of "actively engaged in the educational process," will meet or exceed the requirements of state law, and will include a sufficient number of days to allow the superintendent flexibility in preparing a calendar that supports the district's educational objectives.

The Board defines "actively engaged in the educational process" as time when students are working toward achieving educational objectives under the supervision of a licensed teacher, including:

- classroom instruction time
- individual student work time while at school, including study hall and library/media center research
- work study
- school-related field trips
- independent study insofar as such study is allowed under Board policy
- assemblies
- recess (AM/PM only)
- passing periods between classes

For the 2020-2021 school year, the definition of "actively engaged in the educational process" includes all of the above and instruction delivered electronically and/or the use of other types of independent, remote work time for students provided under the supervision of a certified or licensed teacher. Remote learning days may include use of existing district online school or program, services provided with Florida Virtual School curriculum, assigned and prepared work packets, pre-recorded classes, or other method(s) utilized by the district. Teacher-pupil instruction and contact time may be tracked and counted for attendance purposes occur in the following ways:

1. Presence during in-person instruction;
2. Assignments completed at home;
3. Logging into the online form learning platform;
4. Signing an online form attesting to work completed at home;
5. Student demonstration of learning; and/or
6. Responding to teacher emails or communication.

Attendance will be recorded at least once daily for days when instructional hours are provided, meaning a student is "actively engaged in the educational process."

"Actively engaged in the educational process" does not include:

- lunch (including to/from recess)
- time students spend before school waiting for classes to begin and time after the last class of the day, including waiting for the bus
- teacher preparation time

Supervision by a licensed teacher will not require that the teacher be in the student's physical presence at all times, but that the teacher is exercising direction and control over the nature of the student's educational activities.

The district calendar for the next school year will be prepared by the superintendent or designee and presented to the Board for approval in the spring of each year. In preparing the calendar, the superintendent or designee will consult with staff, community members, and with other districts in the area.

The Board authorizes the administration to issue a district calendar in accordance with this policy. The administration is encouraged to examine instruction time and calendar issues in the context of supporting the district's educational objectives.

All calendars include the dates for all teacher-student instruction days and staff inservice programs. A schedule of various activities during the coming school year will also be available on the district website. The administration shall allow public input from parents and teachers prior to scheduling the dates for staff inservice programs.

A copy of the calendar be provided to all parents/guardians of students enrolled in district schools and shall be available on the district website. Any change in the calendar except for emergency closings or other unforeseen circumstances be preceded by adequate and timely notice of no less than 30 days.

If a school day is lost due to an emergency, the Board at its next regular meeting shall ratify the administrative action in closing the school.

School days/hours as provided for by the school calendar that are missed because of school being closed for the health, safety and welfare of students may be scheduled for make-up by the Board of Education.

Adopted: February 8, 1984
Revised: September 10, 1986
Revised: June 8, 1994
Revised: August 24, 2005
Revised: March 14, 2007
Revised: August 10, 2011
Revised: October 28, 2015
Revised: August 12, 2020

LEGAL REFS.: C.R.S. 22-1-112 (school year and national holidays)
C.R.S. 22-32-109 (1)(n) (duty to determine school year and instruction hours)
C.R.S. 22-33-102 (1) (definition of academic year)
C.R.S. 22-33-104 (1) (compulsory attendance law)
C.R.S. 22-44-115.5 (fiscal emergency)
1 CCR 301-39, Rules 2254-R-2.06 (school year and instruction hours; definition of contact/instruction time)

CROSS REFS.: EBCE, School Closings and Cancellations
JH, Student Absences and Excuses

CONTRACT REF.: SVVEA Agreement, Article 29—Length of Contract Year/School Calendar

St. Vrain Valley School District RE-1J, Longmont, Colorado