

Saskatchewan Rivers School Division No. 119 Policy Manual

Policy Name:	School Day and School Year
Policy Type:	Board of Education Governance and Operations
Number:	2010
Date Approved:	November 28, 2005
Legal Reference:	<i>The Education Act, 1995</i> : Section 163

The Board of Education believes in scheduling the school day so as to provide for the effective utilization of student and staff time within the parameters of *The Education Act, 1995*.

The Board believes that there should be a balance between maximizing the number of pupil-teacher contact days and providing an opportunity for staff development.

Guidelines:

1. A maximum of 16 non-student days shall be permitted each school year.
2. Internal changes to the school year, once set, must first be approved by the Director of Education.

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ADMINISTRATIVE PROCEDURES

1. Prior to April 1 of each year, the Director of Education or designate, shall prepare a proposed school calendar and submit it to the Board for approval.
2. The Director or designate may appoint a committee to assist in the preparation of a proposed school year calendar.
3. Information on the Division's annual school year plan may be provided to other Prince Albert area school divisions during the process of developing the school calendar.
4. On or before the first day of May in each year the Director or designate, shall notify employees, and provide for the publication of information for parents and students with respect to the annual school calendar for the upcoming school year.