

***Policy Type: Executive Limitations***

**District Calendar**

The Superintendent shall not fail to prepare and adopt a district calendar for the school year that provides for the number of instructional days determined by the Board and that best meets the instructional needs of students.

Accordingly, the Superintendent may not:

1. Implement a school district calendar that is inconsistent with state law or fails to meet accreditation standards
2. Fail to implement a school district calendar that includes the following:
  - a. 175 Student Contact Days
    - After utilizing the two school make-up days (2.g.) the superintendent may waive student contact days up to the state minimum hour requirements due to emergency closures
  - b. 5 Holidays
  - c. 5 Professional Development Days
  - d. 2 Professional Planning Days
  - e. 2 Days Equivalent for Parent Teacher Conferences
  - f. 1 Day Equivalent for Parent Teacher Communication
  - g. 2 School Make-Up Days
    - To be scheduled before the last scheduled student contact day
3. Fail to consider a reasonable balance between the instructional needs and the extracurricular obligations of students
4. Fail to ensure that any change in the calendar be preceded by adequate and timely notice to students, parents and teachers
5. Fail to provide a copy of the calendar to all parents/guardians of students enrolled in district schools
6. Fail to involve representatives of parents, staff and local school communities in the calendar preparation process
7. Fail to consider available data and research on how students best learn when planning school day start and stop times as well as the annual calendar, while considering local demographics and family patterns/welfare
8. Fail to consider minimizing interruptions to the school week when scheduling professional development

9. Fail to consider scheduling block days of breaks, including a break each spring

***Monitoring Method:***      ***Internal report***  
***Monitoring Frequency:***   ***Annually in March***

Fargo Public Schools Board of Education