EDMONTON PUBLIC SCHOOLS

April 26, 2011

TO:	Board of Trustees
FROM:	Edgar Schmidt, Superintendent of Schools
SUBJECT:	School Year Calendar 2012-2013
ORIGINATOR:	B. Smith, Executive Director
RESOURCE STAFF:	Bruce Cline, Jan Favel

RECOMMENDATION

That the 2012-2013 school year calendar be approved.

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The recommended 10-month school year calendar for the 2012-2013 school year is included in Appendix I. In order to meet the instructional time requirements of Alberta Education, it is recommended that the first day of instruction for the 2012-2013 school year fall on Tuesday, September 4, 2012 and the last instructional day fall on Thursday, June 27, 2013. The recommended calendar meets the requirements of Board Policy HCA.BP, shown in Appendix II.

Other highlights of the recommended 2012-2013 school year calendar include:

- There are two non-instructional days for staff prior to September 1, 2012. These days are to be designated as operational days used to prepare for the up-coming school year.
- The last instructional day prior to the Winter Recess is Friday, December 21, 2012. Staff and students return to school on Monday, January 7, 2013.
- Teachers' Convention is designated to fall on February 28 and March 1, 2013.
- The last instructional day prior to the Spring Recess is Friday, March 22, 2013. Students return to school on Tuesday, April 2, 2013.

Requirements of School Calendars

In constructing these calendars, the following requirements of Alberta Education have been met:

- Elementary and junior high school students must receive 950 hours of instruction per school year.
- Senior high school students must have access to 1000 hours of instruction per school year.
- Senior high school five credit courses require 125 hours of instruction and three credit courses require 62.5 hours of instruction. The number of instructional days available in each semester must be sufficient to meet this requirement for every course offered either in a quarter, semester or full-year term and must take into account the placement of Alberta Education diploma exams.
- These instructional time requirements must be met on an annual basis.

The following requirements are also addressed:

- A full school week requires a minimum of 1520 minutes of instruction at the elementary and junior high school levels, or an average of 304 minutes per day. To meet the 950 hours of instruction for the year, at least 188 instructional days are required.
- Schools are able to declare up to three professional development days and one day-inlieu. This requires that 192 possible instructional days are made available in the calendar.
- Two days at the end of February or early March are reserved for the Greater Edmonton Teachers' Convention.

Use of the 10-Month Calendar within the District

The 10-month calendars are used by all district schools except the following:

- Talmud Torah follows a 10 month calendar that is modified to account for Jewish holidays.
- Three schools Donnan, Vimy Ridge, and Braemar follow a modified 11-month calendar.
- All institutions with the exception of Kennedale follow the 10-month calendar, although summer programs are offered in some institutions. Kennedale follows a 12-month instructional calendar.
- Schools may apply to the Superintendent for approval to modify the calendar to meet local instructional needs while adhering to Alberta Education's minimum instructional time requirements.

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APPENDIX I APPENDIX II School Year Calendar 2012 – 2013 HCA.BP – Approval of the School Year Calendar

APPENDIX I



2012 -13

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DECEMBER

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NOVEMBER

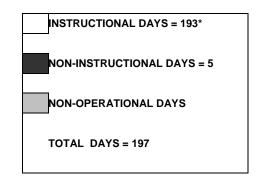
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* Instructional days may be reduced by three Professional Development Days and one day-in-lieu.

MARCH

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23	24	25	26	27	28	29
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School Calendar 2012 - 2013

2012 - 2013	Total Days	Instructional Days	
August	2	0	
September	19	19	
October	22	22	
November	22	22	
December	15	15	
January	19	19	
February	19	18	
March	16	15	
April	21	21	
May	22	22	
June	<u>20</u>	<u>20</u>	
	197	193*	

September 3, 2012		
October 8, 2012		
November 11, 2012 (Sunday)		
December 24, 2012 – January 4, 2013 inclusive		
February 18, 2013		
February 28 and March 1, 2013		
March 25, 2013 – March 28, 2013 inclusive		
March 29, 2013		
April 01, 2013		
May 20, 2013		
August 30, 2012 (Thursday)		
September 04, 2012 (Tuesday)		
June 27, 2013 (Thursday)		
June 28, 2013 (Friday)		

* Instructional days may be reduced by up to three school professional development days and one day in lieu.

Edmonton Public Schools Board Policies and Regulations

CODE: HCA.BP TOPIC: Approval of the School Year Calendar **EFFECTIVE DATE: 13-02-2007 ISSUE DATE: 14-02-2007 REVIEW DATE: 02-2012**

The school year calendar is the calendar that is used by the majority of district schools that follow the September through June instructional year.

The Board of Trustees believes that a consistent school calendar should be used by schools offering instruction during the September through June time period. This allows the majority of the district's students to start and end the school year and to be dismissed for major recesses on the same dates, while still allowing schools some discretion in scheduling and identifying professional development days and days-in-lieu. A standard calendar allows the Board to more easily undertake its responsibility to ensure that all students in Edmonton Public Schools have available to them as a minimum the amount of instructional time mandated by the Minister of Education and communicated in the Guide to Education.

Whereas the Board believes that it is ideal for students to commence their instruction on the Tuesday after Labour Day, there will be years in which the number of available instructional days during the September through June timeframe may preclude this. In such years the Board will endeavour to ensure that instruction commences after August 31.

The Board believes that parents, students, staff and community need to be made aware of future planned school calendars to allow time to appropriately plan ahead to ensure that students are given the optimum opportunity to access instruction. During each school year, the Board shall:

- 1. Approve an additional school year calendar, thereby giving staff, students, parents and the public access to approved school year calendars for two years after the current school year.
- 2. Approve any changes to any previously-approved school year calendar made necessary by information not available at the time the calendar was approved.

Should circumstances arise at a school where the approved calendar does not meet the school's needs, the superintendent of schools is given the authority to modify the school calendar for that school on an annual basis.

Reference(s): GCBD.AR - Time in Recognition of Duties Related to Reporting Student Achievement GLC.AR - School Professional Development Days HCA.AR - The School Year Calendar HCAA.AR - Dismissal Times Before Vacation Periods HCAB.AR - Remembrance Day HD.BP - Instructional Time **HE.BP** - Organization for Instruction HEA.AR - Semester Changeover - Senior High Schools School Act Sections 39(1)(a),39(1)(c), and 56(1) - (6) Alberta Education's Guide to Education - ECS to Grade 9 Programming, Senior High School Programming



EDMONTON FUELIC SCHOOLS