

ADMINISTRATIVE REPORT

DATE: December 27, 2021
TOPIC: #5.3 - First Reading of Proposed 2022-23 District Calendar
PRESENTER: Julie Nielsen, Superintendent
REFERENCE TO POLICY/STATUTE: MN Statutes 120A.40-41

A. PURPOSE OF REPORT

- a. To review the proposed district calendar which was drafted by the steering committee.
- b. The steering committee met several times to review feedback from families, staff, and students regarding the 2022-23 calendar.
- c. The steering committee included Executive Cabinet Members and representation from professional development, United Teachers of SoWashCo, student information and leadership from the office professionals' group.
- d. The steering committee consulted and sought feedback from union leadership, school leaders (principals and supervisors), instructional directors, operational directors, athletics and activity directors, and our district ambassador committee.

B. CALENDAR CONSIDERATIONS

- a. All schools must end the school year by June 30, 2022.
- b. The calendar is required to include 165 days of instruction for students in grades 1-11, with a minimal number of annual instructional hours for students.
- c. The current teacher contract requires 183 duty days.
- d. Previously, we approved calendars for two years and have needed to adjust. Moving forward, the goal is to approve the calendar by no later than March 1 for the upcoming school year.

C. RECOMMENDATION

- a. The Board will have a discussion and provide administration with input.
- b. The calendar will return on January 20, 2022, for approval.



2022-2023 K-12 SCHOOL CALENDAR, SOUTH WASHINGTON COUNTY SCHOOLS

Adopted on

JULY (2022)

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

July 4: 12-Month Employee Holiday
 School Board Meetings

JANUARY (2023)

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

January 2: Winter Break - No School
 January 2: 12-Month Employee Holiday
 January 16: MLK Jr. Day Holiday - No School
 January 16: 12-Month Employee Holiday
 January 30: Districtwide PD Day - No School

AUGUST

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 9: Primary Election - No meetings from 6-8PM
 August 15: New Teacher Orientation
 August 16-18: SoWashCo Probationary Academy
 August 22: Flex Workshop Day
 August 23: K-5 Workshop/PD Days
 August 24-25: K-5 Assessment Days
 August 29: 6-12 Workshop/PD Days
 August 30-31: K-12 Workshop/PD Days

FEBRUARY

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

February 7: 9-12 Flexible Learning Day (SEC Music Festival)
 February 17: 6-12 Flexible Learning Day
 February 17: K-5 Prep Day - No School
 February 20: Presidents Day Holiday - No School

SEPTEMBER

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 1: ATPPS Day
 September 5: Labor Day Holiday - No School
 September 5: 12-Month Employee Holiday
 September 6: First Day of School K-5, 6th Grade, and 9th Grade
 September 7: First Day of School, 7-8th Grade, and 10-12th Grade

MARCH

		1	2	3*
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

March 3: End of 2nd Trimester
 March 6-10: Spring Break - No School
 March 13: Teacher Workday - No School

OCTOBER

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

October 7-12: Flexible Learning Day
 October 7: K-5 Prep Day - No School
 October 19: PSAT, Pre-ACT and Practice ACT testing for Grade 10-11
 Flexible Learning Day for Grades 9 & 12
 Oct 20-21: MEA - No School
 October 31: Districtwide PD Day - No School

APRIL

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

April 7: 6-12 Flexible Learning Day
 April 7: K-5 Prep Day - No School
 April 21: Spring Holiday - No School
 April 21: 12-Month Employee Holiday
 ACT Testing in April - Date TBD

NOVEMBER

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22*	23	24	25
28	29	30		

November 7: 6-12 Flexible Learning Day
 November 7: No School K-5
 November 8: K-12 Flexible Learning Day
 November 8: General Election - No meetings from 6-8PM
 November 22: End of 1st Trimester
 November 23: Teacher Workday - No School
 November 24-25: Employee Holiday - No School
 November 24-25: 12-Month Employee Holiday

MAY

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

May 12: 6-12 Flexible Learning Day
 May 12: No School K-5
 May 29: Memorial Day Holiday - No School
 May 29: 12-Month Employee Holiday

DECEMBER

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 22-January 2: Winter Break - No School
 December 23, 26, 30: 12-Month Employee Holiday

JUNE

			1	2
5	6*	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

June 6: Last Day of School K-12
 June 7: ATPPS Day
 June 8: Year-End Teacher Workday

August 22-24: K-12 Workshop Days

A minimum of 4 hours of the 22.5 hours scheduled as Workshop Days will be teacher directed for room preparations, lesson preparation, open house/curriculum night preparation, etc.

August 29: Flex Workshop Day

This day is teacher-directed. Teachers do not need to report to their site on this day, as it is a flexible work day.

Flexible Learning Days

Instruction will be delivered virtually, with teachers and students connecting synchronously and asynchronously - Schedules for Flex Learning Days will be established for all levels to provide consistency.

K-5 Prep Day - No School

K-5 Prep Days are a time for staff to prepare for conferences and continue Standards Based Instruction implementation.

This time will be spent at individual sites (except for specialists and birth-preschool who can meet in their specialized PLCs district-wide) to work with PLCs and small team discussions. Each day will be planned in conjunction with the principal and teacher leaders

A minimum of 2.5 hours will be used for individual work time as it relates to Standards Based Instruction and progress reporting.

Teacher Workday - No School

These days are teacher-directed in order to complete grading and preparations for the next trimester. Teachers do not need to report to their site on a Teacher Workday. They are considered to be flexible work days.

183 Total Contract Days

Elem teachers are at 168 Instructional Days including:

2 Assessment Days (8/25-26 which count as contact days)

2 Flexible Learning Days (1/18, 1/13)

15 Non-Instructional Duty Days

3 in-person workshop/PD days (8/22-24)

1 flexible workshop day (8/29)

2 PD days (10/31, 1/30)

3 K-5 prep days (10/7, 2/17, 4/7)

3 End of trimester workdays (11/23, 3/13, 6/6)

3 Conference days (TBD)

183 Total Contract Days

Secondary teachers are at 171 Instructional Days including:

9 Flexible Learning Days (10/7, 10/19 [PSAT and ACT], 11/7, 11/8, 1/13, 2/7 [SEC Music Fest], 2/17, 4/7, 5/12)

6th and 9th grade students have 171 Instructional Days

7-8, 10-11 grade students have 170 Instructional Days

12 grade students have 168 Instructional Days (1,038.8 Hours)

12 Non-Instructional Duty Days

3 in-person workshop/PD days (8/22-24)

1 flexible workshop day (8/29)

2 PD days (10/31, 1/30)

3 End of trimester workdays (11/23, 3/13, 6/6)

3 Conference days (TBD)