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**FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT**

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**MEMORANDUM**

To: School Board Members

From: Dr. Karen Gaborik, Superintendent



Date: September 18, 2017

Re: 2018–2019 School Calendar

Please find attached the current proposed Calendar for the 2018–2019 School Year titled “August Draft.” This calendar represents administration’s recommendation following a process of public, school administrator, and district program manager input.

Highlights of the public input include the following:

- The public feedback survey for the April Draft 2018-2019 Academic Calendar was active for the month of May 2017. We received 308 responses. Of the respondents, 73.4% identified as parents/guardians, 20.1% as elementary teachers, 14.6% as secondary teachers, 7.5% as other district employees, and 5.5% as community members. Respondents were allowed to select all affiliations that applied.
- Approximately one third of the feedback focused on the proposed Parent-Teacher Conference dates with strong support from parents and teachers to hold two days of conferences each semester. Many respondents were concerned a single day would not be enough time for teachers to conference with every parent and that teachers would not have time to attend conferences for their own children.
- There was more support for starting the school year mid-week than starting the year with a full week. Respondents supportive of a mid-week start cited benefits of a more gradual transition into the school year.
- Teachers’ comments indicated professional development days scheduled for the end of the school year were ineffective and should be held earlier in the school year.
- Approximately a third of the responses provided feedback on the school year start date, end date, length and schedule of school breaks, frequency and schedule of early outs, and holiday observances. However, the input varied widely and lacked consensus for a single course of action.

Additionally, attached for the board's review are the following:

- Key Points about the Draft 2018-19 Calendar
- The "April Draft" originally posted for public comment
- Guidelines for the 2018-2019 School Calendar
- August Draft—Post Labor Day Start—Rough
  - This draft is provided to allow for initial board conversation regarding the potential of a post-Labor Day school start date. The only details addressed in this draft are the year start/end dates. No other dates or details in the draft have been adjusted.
  - Administration recommends that if the board wishes to consider a post-Labor Day start date, that a school year after 2018-2019 be designated the potential start year, and that a full school year be allocated to robust research, input and debate. If the board wishes to consider significant calendar adjustments for future school years, administration may present not only post-Labor Day options but also year-round, trimester, and other models.

# AUGUST DRAFT



520 Fifth Avenue, Fairbanks, AK 99701  
k12northstar.org

2018						
July						
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28	29	30	31	1 <sup>st</sup> Quarter: 45 days		

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## 2018 August

- 8, 14 Teacher Work Days
- 9-13 Professional Development
- 15 First Day for Students

## September

- 3 Labor Day (holiday)
- 27 Staff Training Day (early out)
- 28 Professional Development

## October

- 12 End of 1<sup>st</sup> Quarter (early dismissal)
- 25-26 Parent-Teacher Conferences

## November

- 9 Staff Training Day (early out)
- 12 Professional Development
- 22-23 Thanksgiving (holiday)

## December

- 18-20 Last 3 Days (early dismissal)
- 20 End of 2<sup>nd</sup> Quarter (early dismissal)
- 21 Winter Break - Begin

## 2019 January

- 4 Winter Break - End
- 7 Teacher Work Day (no school)
- 21 Martin Luther King Jr. (holiday)
- 31 Staff Training Day (early out)

## February

- 1 Professional Development
- 18-19 Parent-Teacher Conferences

## March

- 8 End of 3<sup>rd</sup> Quarter (early dismissal)
- 11-15 Spring Break
- 25-29 Testing Window

## April

- 1-30 Testing Window

## May

- 15-17 Last 3 Days - Early Dismissal
- 17 Last Day for Students
- 20 Teacher Work Day

- School Start/End
  - End of Quarter (early dismissal)
  - Testing Window
  - Last 3 days (early dismissal)
  - Staff Training Day (early dismissal)
  - Professional Development Day (no school)
  - Vacation/Holiday (no school)
  - Parent-Teacher Conferences (no school)
  - Teacher Work Day (no school)
  - Tentative Make-Up Days for Bad Weather
- 1<sup>st</sup> semester: 92 days  
2<sup>nd</sup> semester: 88 days

2019 January						
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3<sup>rd</sup> Quarter: 43 days

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June						
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4<sup>th</sup> Quarter: 45 days

**AUGUST DRAFT Proposed 2018-2019 Academic Calendar**  
**Break down of days per quarter**

**Semester 1**

92 total days

85 instruction days

<b>Quarter 1</b>	<b>Quarter 2</b>
45 total days	47 total days
41 instruction days	44 instruction days
4 professional development days	1 professional development day
1 holiday (Labor Day)	2 parent teacher conference days
2 early outs (1 training, 1 end of quarter)	2 holidays (Thanksgiving)
	4 early outs (1 training, 3 end of semester)
2 teacher work days	

**Semester 2**

88 total days

85 instruction days

<b>Quarter 3</b>	<b>Quarter 4</b>
43 total days	45 total days
40 instruction days	45 instruction days
1 professional development day	3 early outs (end of semester)
2 parent teacher conference days	
1 holiday (Martin Luther King Jr.)	State assessment window March 25 – April 30
2 early outs (1 training, 1 end of quarter)	(usually impacts 3 days for each student tested)
1 teacher work day	1 teacher work day

## **Key Points about AUGUST Draft Proposed 2018-2019 Academic Calendar**

This calendar meets all the requirements listed in the “School Calendar Guidelines” document for 2018-2019.

### **FALL SEMESTER**

For fall semester, required teacher work days are scheduled for Wednesday, Aug. 8 and Tuesday, Aug. 14.

Students are scheduled to start school on Wednesday, Aug. 15 and end the semester on Thursday, Dec. 20.

There was parent and teacher feedback on the APRIL Draft (with students starting on a Monday) that it was preferred to have the return to school fall mid-week to ease students back into the school schedule.

The feedback also included concerns about the semester ending so close to the Christmas holiday. The AUGUST Draft is adjusted to start mid-week and dismiss on the Thursday, Dec. 20 rather than Friday, Dec. 21.

### **SPRING SEMESTER**

For spring semester, the teacher work day is Monday, Jan. 7.

Students are scheduled to return to school Tuesday, Jan. 8 and end the semester on Friday, May 17. These are the same dates as the APRIL Draft.

This allows for the teacher work day and the three (3) tentative make-up days to be finished before the Memorial Day weekend.

Spring break is scheduled for March 11-15.

### **PROFESSIONAL DEVELOPMENT & PARENT-TEACHER CONFERENCES**

Out of the 180 student contact days, state statute allows up to ten (10) days per year to be used for professional development and/or parent-teacher conference days and still count as student contact days.

This draft calendar includes 4 days of parent-teacher conference days:

- Fall semester (Oct. 25-26)
- Spring semester (Feb. 18-19).

Feedback to the APRIL Draft calendar, which only included one parent-teacher conference in the spring, was strongly in support of two days per semester.

Of the six (6) allowable professional development days, five (5) are scheduled in the fall semester and one (1) is scheduled in the spring semester:

- Thursday, Aug. 9
  - Friday, Aug. 10 (recommended for all teacher Hering/Welcome Back event)
  - Monday, Aug. 13
  - Friday, Sept. 28
  - Monday, Nov. 12 (Veteran's Day)
- 
- Friday, Feb. 1

There are no professional development days scheduled for the end of the school year. Teacher feedback to the APRIL Draft calendar was that training at the end of the school year was less effective due to teachers' end-of-year exhaustion, forgetting training material over the summer break, and personnel changes (disengaged resigning/retiring teachers required to attend training and new teachers not hired yet missing the training).

The AUGUST Draft calendar also includes the three (3) early out staff training days the School Board approved for the 2017-2018 school year. The early outs have been scheduled in the calendar to coordinate with existing professional development days:

- Thursday, Sept. 27
  - Friday, Nov. 9
- 
- Thursday, Jan. 31

## **TESTING**

The PEAKS testing window runs from Monday, March 25 through Tuesday, April 30. There is some parent concern about the seemingly long length of the testing window. However, the impact to each student assessed is usually spread over three (3) days. Schools do not all test on the same day, each school selects their specific testing days for sometime during the testing window.

# Guidelines for 2018-2019 School Calendar

## Length of School Year

- ✓ The calendar *must* consist of 180 student contact days plus 4 teacher workdays.
- ✓ Professional Development (Inservice) Days **count** as student contact days.
- ✓ Parent-Teacher Conference Days **count** as student contact days when subtracted from the ten (10) Professional Development Days allowed by state statute each year.
- ✓ Teacher Work Days and vacation/holidays **do not count** as student contact days.
- ✓ **Quarters** should be *approximately 45 days* each.
- ✓ **Semesters** should be balanced at *approximately 90 days* each.
- ✓ Three tentative student contact days should be included in case of school closures due to inclement weather.

## Teacher Work Days

The calendar includes four (4) teacher work days when students are not in school, distributed as follows:

- 2 - before school starts for students
- 1 - following the end of first semester
- 1 - following the last day for students

## Professional Development (Inservice) Days

No more than ten (10) Professional Development Days are allowed by state statute to count as student contact days. The proposed calendar has six (6) Professional Development Days and four (4) Parent-Teacher Conference days.

**Observed Holidays 2018-2019** - The following holidays are observed by the district, per A.S. 14.03.050:

Independence Day .....	Wednesday, July 4	Christmas Day.....	Tuesday, December 25
Labor Day .....	Monday, September 3	New Year's Day.....	Tuesday, January 1
Thanksgiving Holiday .....	Th-Fr., November 22-23	Martin Luther King, Jr. Day .....	Monday, Jan. 21
		Memorial Day .....	Monday, May 27

**Other Holidays** - The school district does not officially observe other holidays, but Inservice days or parent-teacher conferences are often scheduled to coincide with state and/or federal holidays:

Rosh Hashanah.....	Monday, September 10	President's Day .....	Monday, February 18
Yom Kippur.....	Wednesday, September 19	Seward's Day .....	Monday, March 25
Columbus Day .....	Monday, October 8	Good Friday .....	Friday, April 19
Alaska Day .....	Thursday, October 18	Easter Sunday.....	Sunday, April 21
Veteran's Day .....	Monday, November 12		

## Testing

PEAKS Window ..... March 25 - April 30, 2019

# APRIL DRAFT



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2018						
July						
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August						
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September						
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28	29	30	31	1 <sup>st</sup> Quarter: 47 days		

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30	31					

**2018 August**  
13, 17 Teacher Work Days  
14-16 Professional Development  
20 First Day for Students

**September**  
3 Labor Day (holiday)  
21 Staff Training Day (early out)  
28 Professional Development

**October**  
19 End of 1<sup>st</sup> Quarter (early dismissal)

**November**  
1-2 Parent-Teacher Conferences  
9 Staff Training Day (early out)  
22-23 Thanksgiving (holiday)

**December**  
19-21 Last 3 Days (early dismissal)  
21 End of 2<sup>nd</sup> Quarter (early dismissal)  
24 Winter Break - Begin

**2019 January**  
4 Winter Break - End  
7 Teacher Work Day (no school)  
21 Martin Luther King Jr. (holiday)  
25 Staff Training Day (early out)

**February**  
1 Professional Development  
18 Parent-Teacher Conferences

**March**  
8 End of 3<sup>rd</sup> Quarter (early dismissal)  
11-15 Spring Break  
25-29 Testing Window

**April**  
1-30 Testing Window  
19 Staff Training Day (early dismissal)

**May**  
15-17 Last 3 Days - Early Dismissal  
17 Last Day for Students  
20-21 Professional Development  
22 Teacher Work Day

2019						
January						
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31	3 <sup>rd</sup> Quarter: 43 days					

April						
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- School Start/End
- End of Quarter (early dismissal)
- { } Testing Window
- Last 3 days (early dismissal)
- ◇ Staff Training Day (early dismissal)
- ◆ Professional Development Day (no school)
- Vacation/Holiday (no school)
- ▲ Parent-Teacher Conferences (no school)
- Teacher Work Day (no school)
- ⊠ Tentative Make-Up Days for Bad Weather
- 1<sup>st</sup> semester: 90 days  
2<sup>nd</sup> semester: 90 days



# AUGUST DRAFT - Post Labor Day - Start/End dates only



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2018						
July						
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**2018 August**  
8, 14 Teacher Work Days  
9-13 Professional Development  
15 First Day for Students

**September**  
3 Labor Day (holiday)  
27 Staff Training Day (early out)  
28 Professional Development

**October**  
12 End of 1<sup>st</sup> Quarter (early dismissal)  
25-26 Parent-Teacher Conferences

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22-23 Thanksgiving (holiday)

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**February**  
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18-19 Parent-Teacher Conferences

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25-29 Testing Window

**April**  
1-30 Testing Window

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15-17 Last 3 Days - Early Dismissal  
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- School Start/End
  - End of Quarter (early dismissal)
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2019 January						
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February						
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End 13 days later on June 6