SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE:	November 7, 2024
TOPIC:	#5.2 - Proposed 2025-26 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 included Executive Cabinet Members and representation from professional development, United Teachers of SoWashCo, student information and Principals.
c. The steering committee met twice> They 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.
d. Calendar considerations include:
    i. All schools must end the school year by June 30th each year.
    ii. The calendar is required to include 165 days of instruction for students in grades K-12, with a minimal number of annual instructional hours for students.
    iii. The current teacher contract requires 183 duty days.

B. **RECOMMENDATION**

a. Information

C. **CONNECTION TO STRATEGIC PRIORITY**

a. Student Experience
b. Mastery of Learning and Expectations
c. Student Pathways and Systemic Supports
d. Operations, Staffing, and Finance
e. Engagement and Partnerships

2025-2026 K-12 SCHOOL CALENDAR, SOUTH WASHINGTON COUNTY SCHOOLS

Approved

School Board Meetings, 6.00pm

JULY (2025)

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

July 4: 12 Mo. Employee Holiday

AUGUST

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

Aug. 12: Primary Election
No meetings from 6-8PM

Aug. 18: New Teacher Orientation
Aug 18-21: SoWashCo Summer Academy
Aug. 25, 26, 27: K-12 PD Day
Aug. 28: K-5 Assessment Day
Aug. 29: Flexible Teacher Work Day

SEPTEMBER

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

Sept 1: 12-Mo. Employee Holiday - No School
Sept. 1: Labor Day Holiday - No School
*Sept. 2: 1st day of School 6, 9
Sept. 2: K-5 Assessment Day
Sept. 3: 1st Day of School: K-5, 7-8, 10-12

Sept. 29: ATPPS Day, K-12 No School

OCTOBER

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

Oct 15: No Staff K-5
Oct. 15: No School K-8
Oct. 15: 6-8 Staff PD
*Oct .15: 9 & 12 Asynchronous Learning Day
*Oct. 15: 10 & 11: Pre-ACT/Practice ACT Test
Oct. 16-17: MEA - No School

NOVEMBER

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

Nov 4: K-12 PD/6-12 Asychronous Learning Day
Nov. 4: General Election
No meetings from 6-8PM

Nov. 25: End of 1st Trimester
Nov. 26: Teacher Workday - No School
Nov 27-28: 12-Mo. Employee Holiday-No School

DECEMBER

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

Dec. 22 - Jan. 2: Winter Break-No School
Dec 24, 25, 31: 12-Mo. Employee Holiday-No School

JANUARY (2026)

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

Dec. 22 - Jan. 2: Winter Break-No School
Jan 1: 12-Mo. Employee Holiday - No School
Jan 2: K-12 Workshop Day

Jan. 19: MLK Jr. Day Holiday - No School
Jan. 19: 12-Mo. Employee Holiday

FEBRUARY

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

Feb 13: K-12 PD/6-12 Asychronous Learning Day
Feb. 16: Presidents Day - No School

MARCH

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

March 5: End of 2nd Trimester
March 6: Teacher Workday - No School

March 9-13: Spring Break - No School

March 20: K-12 PD

Mar 31: 10 & 11 MCA Testing, Gr 12 Bi-literacy SEAL Test/Flex Learning
Gr 9 & 12 Asynchronous Learning Day

APRIL

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

Apr 3: 12-Mo. Employee Holiday - No School

Apr 21: Gr. 11 ACT Test, Science MCA, Gr 9, 10, 12 Asynchronous Learning

MAY

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

May 1: K-12 PD/No School

May 25: Memorial Day Holiday-No School
May 26: 12-Mo. Employee Holiday-No School

JUNE

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

June 4: Last Day of School K-12
June 4: End of 3rd Trimester
June 5: ATPPS
June 8: Teacher Workday
June 19: Employee Holiday

2024-2025 K-12 SCHOOL CALENDAR, SOUTH WASHINGTON COUNTY SCHOOLS

Adopted on

First Day of School:	Sept. 2 for Gr 6, 9. Sept. 3 for Gr K-5, 7, 8, 10-12.	
Last Day of School:	June 4 for Gr K-12	
Trimester Breaks		Days in Session:
	End of First Trimester: November 25	Gr K-5: 55 Gr 6: 57 Gr 7-8: 56 Gr 9: 58 Gr10-12: 57
	End of Second Trimester: March 5	Gr K-5: 56, Gr. 6-12: 57
	End of Third Trimester: June 4	K-12: 55
	TOTAL	Gr K-5: 166, Gr 6: 169, Gr 7 & 8: 168, Gr 9: 170, Gr. 10-12: 169

DEFINITIONS:

New Teacher Orientation: All teachers new to the district must attend New Teacher Orientation, which doubles as Day 1 of SoWashCo Probationary Academy. This day accounts for 7.5 hours toward the mandatory 22.5 hours of additional professional development that all probationary teachers must complete.

SoWashCo Probationary Academy: 3 Days of professional development required for all probationary teachers, which includes 7.5 hours of ATPPS flex time and satisfies the mandatory 22.5 hours of additional professional development that all probationary teachers must complete.

Workshop Day (January): are site planned time. On Workshop Days a minimum of 6.5 hours will be teacher directed. Teachers are required to be on site for Workshop Days unless district administration determines otherwise.

Professional Development Day: are district or school planned time. These days may include trainings, meetings, or district-wide events. At the beginning of the school year, a minimum of four (4) hours scheduled as PD days will be teacher directed for room preparations, lesson preparation, open house/curriculum night preparation, etc. Teachers are required to be on site for Professional Development Days unless district administration determines otherwise.

K-5 Assessment Day: Days scheduled for teachers to meet with students (and parents). These days are included as student contact days.

Birth - Gr. 5 Prep Day: Time for staff to prepare for conferences, 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 districtwide) 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 on each of the B-5 preparation days, will be used for individual work time as it relates to Standards based instruction and progress reporting. Teachers are required to be on side for B-5 Preparation Days unless district administration determines otherwise. *This calendar is intended for K-12 scheduling only.

ATPPS Day: The purpose of ATPPS days is to provide time for site-based professional development. Building ATPPS Leadership teams and/or SIP teams, along with input from instructional staff, shall have the primary responsibility for planning and determining the content of these days. Specific time shall be set aside for teachers to work collaboratively in teams and complete ATPPS

Teacher Workday: Teacher Workdays are scheduled at the end of each trimester. These days are teacher-directed in order to complete grading and preparations for the next trimester. Teachers are not required to report to their site on a Teacher Workday. These days are considered to be flexible. There will be either a Teacher Workday or Workshop Day scheduled before the first student day of each school year.

Testing/Asychronous Day: Reserved for testing when special accommodations are required (ACT, Pre ACT, etc). Some or all grade levels will be involved in testing. If a grade level is not involved in testing, asynchronous learning will occur (based on the accommodations needed for testing). See Flex Learning Day Section.