



District Calendar Review EL-08 Monitoring Report

Purpose

- Review adjustments made to the District calendar for SY 2022-2023 and demonstrate compliance with EL-08
- Preview considerations for the District calendar for SY 2023-2024



Board Policy EL-08: District Calendar

Accordingly, the Superintendent will:

1. *Take reasonable steps to allow for public input from parents and teachers prior to scheduling the dates for staff inservice programs*
2. *Take reasonable steps to provide a copy of the calendar to all parents/guardians of students enrolled in district schools*
3. *Give adequate and timely notice to students, parents, and teachers of no less than 30 days of any change in the calendar, except for emergency closings or other unforeseen circumstances*
4. *Implement a school calendar that plans for more than 990 (min) hours of instruction/contact time for elementary students and 1,080 (min) hours of instruction/contact time for secondary students*
5. *Implement a school year calendar that provides for more than 160 (min) instruction/contact days*
6. *Consider a reasonable balance between the instructional needs and extracurricular obligations of students*

Calendar Committee

The calendar committee included representation from JCEA, JESPA, JCAA, PTA, Strategic Planning and Advisory Committee, District Accountability Committee, school principals and assistant principals, student representatives, two parent representatives from elementary, middle, and high school levels, Athletics, Human Resources, Transportation, and community superintendents.

This membership will rotate during the next calendar cycle beginning in 2023-2024.



Colorado Instructional Hours/Days Requirements:

Minimum Instructional Hours Pursuant to 1 CCR 301-39-2.06 (et seq.), at the start of each school year, each school within a district must be scheduled to provide for the minimum number of hours of planned teacher-pupil instruction and teacher-pupil contact during the school year as listed below:

- **Secondary schools:** 1,080 hours
- **Elementary schools:** 990 hours

These scheduled hours minimums must be met by every school within a district to meet the **160-day** minimum school day requirement.



Jeffco 2023-2024 Instructional Hours/Days Requirements:

The number of hours of planned teacher-pupil instruction and teacher-pupil contact during the school year in Jeffco is listed below:

- **Secondary schools:** 1,139 hours (*average) (1080 required)
- **Elementary schools:** 1,066 hours (*average) (990 required)

These scheduled hours minimums must be met by every school within a district to meet the 160-day minimum school day requirement. Jeffco calendar provides **172/175** instructional days.



2022-2023 Jeffco Family Calendar Summary

Student contact days PK-8: First semester = 81 Second semester = 91= **172 days**

Student contact days 9-12: First semester = 82 Second semester = 93= **175 days**

Teacher Staff Development:

- Aug. 10, 11, 12, 15 (Aug 10-12 District-Led Staff Development Days)
- Sept. 23 (School-Based Staff Development Day)
- Oct. 20 (School-Based Staff Development Day)
- Jan. 4 (District-Led Staff Development Day)
- Feb. 17*, Apr 28* (Snow Day Makeup Days)
- May 30 (School-Based Staff Development Day)



Adjustments to SY 2022-2023 Calendar

Additional Teacher Workdays Added

****Dec. 19 & 20****(PK-5, PK-6, K-8 schools only)

****March 17****(PK-5, PK-6, K-8 schools only)

3 Late Start Days Added PK-12-2 hour delayed start

October 27

February 2

May 4

Federal Holiday Juneteenth

June 19

Student contact days PK-8: First semester = 79 Second semester = 90= **169 days**

Student contact days 9-12: First semester = 82 Second semester = 93= **175 days**



Communication Re: Adjustments to SY 2022-2023 Calendar

- **COMMUNITY/EMPLOYEES** - [9/1/22 e-mail](#) sent to all staff/families
- **EMPLOYEES** - [9/7/22 additional letter](#) sent to licensed staff
- **COMMUNITY/EMPLOYEES** - October 2022, Communications posted on social media about the October 27 2-hour delay and will be doing the same for the February 2 and May 4 delays
- **COMMUNITY** - 9/15/22 Community Update Newsletter
Link to [2022-2023 District Family Calendar](#) includes:
 - Three additional Teacher Work Days: Dec. 19-20, March 17, and
 - Three late start days for PK-12: Oct. 27, Feb. 2, May 4
- **COMMUNITY** - jeffcopublicschools.org posts the English and Spanish [2022-23 District Family Calendar, Updated 8/29/22](#)



- **EMPLOYEES** – TeamJeffco Intranet posts both Family Calendar 2022-23 versions, as well as the [District Teacher Calendar, Updated 8/29/22](#)
- **EMPLOYEES** - 8/30/22 Leadership Memo

Preview SY 2023-2024 Jeffco Family Calendar Summary

Student contact days PK-12: First semester = 82 Second semester = 93= **175 days**

Teacher Staff Development:

- Aug. 9, 10, 11, 14 (Aug 9th-11th District-Led Staff Development Days)
- Sept. 22 (School-Based Staff Development Day)
- Oct. 19 (School-Based Staff Development Day)
- Jan. 3 (District-Led Staff Development Day)
- Feb. 16*, Apr 26* (Snow Day Makeup Days)
- May 28 (School-Based Staff Development Day)

Late Start for High Schools

High schools have the opportunity to create a weekly 1 hour late start on Thursdays beginning in the 2023-2024 school year.

- Late starts will not impact transportation or families
- Time specifically focused on teacher development through PLC, DDI or PD
- Still exceed minimum hours for instructional time

Upcoming Considerations for SY 2023-2024 Jeffco Family Calendar Summary

- Continue additional non-student contact days for K-5 and K-8 schools or not?
- Add additional non-student contact days for middle schools if continued for K-5 and K-8?
- Work with elementary, K-8 and middle school principals to consider structures to support teacher time for collaboration, data driven instruction, professional learning communities, and other professional learning opportunities, aligned to Jeffco Thrives
- Continue to explore the benefits and challenges associated with districtwide late start or early release

Complicated Considerations of Various Calendar Decisions for the Calendar Committee, District Staff, and Board of Education

- Impact of calendar decisions on families and their schedules
- Impact of calendar decisions on teacher time and equity across levels (elementary, middle, high school)
- Impact of calendar decisions on transportation efficiencies and realities
- Impact of calendar decisions on time aligned to state statute requirements for instructional minutes
- Meaningful use of time for impact on student achievement and teacher time and learning
- Student voice - especially related to the day after Halloween
- Collective bargaining agreements

Next Steps

- Convene calendar committee in the Fall of 2023 to:
 - Hear from Drake students who are advocating for a non-student contact day to be moved to day after Halloween
 - Discuss any implications from bargaining related to the 23-24 calendar
 - Share this update with the committee for context about current adjustments to the 3-year calendar
 - Discuss ongoing interest in districtwide late start or early release
- Superintendent community conversations include superintendent question regarding our need to balance the need for teacher time and family schedules

