

## **603.00 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY**

### **I. PURPOSE**

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

### **II. GENERAL STATEMENT OF POLICY**

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

### **III. CALENDAR RESPONSIBILITY**

- A. The school calendar shall be adopted annually on or before February 1st by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.
- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day. Days devoted to teacher's workshops may be held before Labor Day.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

### **IV. SCHOOL DAY RESPONSIBILITY**

- A. The superintendent or designee shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. Students not enrolled in before school programs, shall arrive on the school grounds no earlier than

- (1) the starting time of the school breakfast program, if they are eating breakfast; or
- (2) the arrival time of the school bus on which they are regularly transported; or
- (3) fifteen minutes prior to the start of the school program in which they are enrolled.

At the conclusion of the school day, all students shall leave the building promptly unless they are engaged in a school-approved and supervised activity.

- C. Proposed changes in the school day shall be subject to review and approval by the school board.

***Legal References:***

*Minn. Stat. § 10.55 (Juneteenth)*

*Minn. Stat. § 120A.40 (School Calendar)*

*Minn. Stat. § 120A.41 (Length of School Year; Hours of Instruction)*

*Minn. Stat. § 120A.415 (Extended School Calendar)*

*Minn. Stat. § 120A.42 (Conduct of School on Certain Holidays)*

*Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)*

*Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)*

*Minn. Stat. § 123A.30 (Agreements for Secondary Education)*

*Minn. Stat. § 123A.32 (Interdistrict Cooperation)*

*Minn. Stat. § 123A.35 (Cooperation and Combination)*

*Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)*

*Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)*

*Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)*

*Minn. Stat. § 645.44 (Words and Phrases Defined)*

***Cross References:***