

Guidelines for School Calendar

Section 1. General. The responsibility to adopt a school calendar rests entirely with the Board of School Trustees. In order for the Board of School Trustees of the East Allen County Schools to effect and adopt a calendar that is in the best interests of the children of the corporation, educational guidelines are desired which will assist the Administration in meeting this task.

Section 2. Guidelines. The following guidelines will be used by Administration in making their decision on the adoption of a school calendar:

1. Parents and students will be better able to prepare for school when the opening of school procedure is somewhat uniform from year to year.
2. Whenever possible, student attendance in any given week should be at least three (3) days.
3. Little educational value can be derived from student attendance on December 24th; therefore, whenever possible this should be a vacation day.
4. Due to Parent/teacher conference days and the lack of any breaks during the second semester, some form of spring vacation is desirable. In the event that a full week of spring vacation is possible, attempts should be made to structure this into the calendar on a regularly scheduled basis.
5. The calendar shall observe the following holidays without pay to certificated personnel: Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, and Memorial Day.
6. The calendar shall consist of a minimum of 185 teacher days.
7. Representatives of all employee groups will be given an opportunity to review the calendar and make recommendations to the Administration before its adoption by the Board.
8. The calendar will be presented to the Board in February of each calendar year with adoption no later than the second meeting in March of each calendar year.