

School Year Calendar

The Superintendent will prepare and adopt a district calendar or individual school calendars for the next school year that provide for the number of instruction and contact hours/days ~~approved~~ determined by the Board and include the dates for all staff in-service programs that best meet the instructional needs of students.

Accordingly, the Superintendent will:

1. Take reasonable steps to allow for public input from parents and teachers prior to scheduling the dates for staff in-service 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 calendar that meets all applicable state requirements for minimum hours of student/instruction/contact time, including provisions under state law for staff development and parent teacher conferences. Implement a school calendar that plans for more than 990 (minimum) hours of student/instruction/contact time for elementary students and 1,080 (minimum) hours of instruction/contact time for secondary students, including provisions under state law for staff development and parent teacher conferences, ¶~~
5. ~~Implement a school year calendar that provides for more than 160 (minimum) instruction/contact days, and~~
5. Consider a reasonable balance between the instructional needs and the extracurricular obligations of students.

Adopted March 2025
Monitoring Method: Internal Report
Monitoring Frequency: Annually in May

Legal References: C.R.S. 22-1-112(school year and national holidays)
C.R.S. 22-32-109(1)(n)(Board duty to determine number of instructional/contact hours/days)
C.R.S. 22-33-102(1)(definition of academic year)
C.R.S. 22-33-104(1)(compulsory attendance law)
C.R.S. 22-44-115.5(fiscal emergency)

Sample policy created for Board to review March 2025 based on sample policy provided by CASB. District's EL-8: Staff Hiring and Treatment may be renumbered if the Board decides to adopt the School Year Calendar CASB version.

DO-4: School Year Calendar is currently a District Admin policy - Admin policies provides specific instructions on creating/revising District school calendars - We should have both policies if Board decides to adopt EL-8: School Year Calendar

CRS 22-32-109(1)(n)(Board duty) states that instruction/contact hours for elementary is minimum of 990 and secondary is minimum of 1080

CRS 22-33-104(1)(compulsory attendance law) states that instruction/contact hours for elementary is a minimum of 968 and secondary is minimum of 1056

3-7-25 emailed CASB about the difference in state statute requirements- CASB response to instruction hour minimums:

State law establishes the school year as outlined below. The actual hours of teacher-student instruction may be reduced for parent/teacher conferences, staff in-service programs, and closings due to student health, safety, or welfare concerns to 1056 hours for secondary students, 968 hours for elementary students other than kindergartners, 870 hours for full-day kindergarten students, and 435 hours for half-day kindergarten students. In no case may a school schedule fewer than 160 days without specific prior approval of the commissioner of education, whether utilizing in-person instruction or remote learning (synchronous and asynchronous) time. [C.R.S. 22-32-109 (1)(n)].

Teacher-Pupil Instruction Minimum Hours/Days

Half-Day Kindergarten 450 hours (can be reduced to 435 hours) 160 days*

Full-Day Kindergarten 900 hours (can be reduced to 870 hours) 160 days*

Elementary (besides kindergarten) 990 hours (can be reduced to 968 hours) 160 days*

Secondary 1,080 hours (can be reduced to 1,056 hours) 160 days*

**Not more than 24 hours per school year may be used for parent/teacher conferences and staff in-service programs.*