

SCHOOL YEAR INSTRUCTIONAL CALENDAR

Background

The Board annually approves The Peace River School Division school year calendar(s) based on the requirements of the *Education Act* and the Guide to Education.

Definitions

Instructional days – days schools are open and students are receiving instruction.

Operational days – days administrators, teachers and other staff are required to be present and performing duties and students are not in attendance.

Professional Development (PD) day – days when students are not in school and staff engage in specialized training, collaborative planning or other professional development opportunities.

Statutory Holiday – a legislated, paid public holiday mandated by the government where schools are closed.

Procedures

1. The Board shall establish an official Division school calendar(s) for the upcoming school year based on the Superintendent's recommendation, no later than the first regular meeting in March. The Superintendent may choose to recommend three (3) consecutive years of Instructional Calendars for approval, following which one (1) additional year may be added each subsequent year, ensuring that there are always three (3) approved calendar years by March each year.
2. Community, staff and neighbouring school jurisdictions input will be considered in establishing the calendar.
3. The calendar will include:
 - 3.1 The number of instructional days,
 - 3.2 The number of operational days,
 - 3.3 The holiday periods, and
 - 3.4 The school opening and closing dates.
4. Dates will be struck which are consistent with the following:
 - 4.1 Aim for what is best for student learning.
 - 4.2 When possible, classes start after Labour Day.
 - 4.3 When possible, retain provision for four (4) day weekends.

- 4.4 When possible, Christmas holidays at two (2) full weeks and three (3) full weekends.
- 4.5 Spring Break will be the last week of March except where holy week is the first full week of April.
- 4.6 When possible, provide at least two (2) operational days prior to the start of classes at the beginning of the school year.
- 4.7 When possible, appropriately balance semesters.
- 4.8 When possible, have staff meeting/PD days on Monday or Fridays.
- 4.9 Ensure the School Calendar is at least 180 days.
- 4.10 Take into consideration transportation agreements with other Boards.

Adopted/Revised/Reviewed: JUN 2016/NOV 2019/JUL 2023/MAR2026

Reference: *Education Act* s. 33, 52, 53, 60, 222
Employment Standards Code s. 25
ATA Collective Agreement
CUPE Local 4839 Bus Drivers Collective Agreement
CUPE Local 4839 Support Staff Collective Agreement
Guide to Education ECS to Grade 12
Board Policy 2 – Role of the Board
Board Policy 2 – Appendix A
Board Policy 11 – Board Delegation of Authority
Board Policy 12 – Role of the Superintendent
Board Policy 17 – School Transportation Services
Board Motion #15900
Administrative Procedure 131 – School Day