



Calendar Committee Meeting Minutes
Thursday, December 17, 2020; 4:00 p.m.
Zoom Meeting

Members present: Superintendent Shon Hocker, Assistant Superintendent Keith Harris, Director of Instruction Melanie Kathrein, Community Relations Coordinator Sarah Trustem, Mrs. Heidi Smith (Classified Leadership), Mrs. Crystal Hoerner (Jefferson Elementary representative), Ms. Leann Mehrer (Dickinson Middle School representative), Mrs. Barbara Shockey (District-wide PAC representative), Ms. Brenda Loney (Dickinson High School representative), Mr. Jeffrey Whitehead (Southwest Community High School representative), Mrs. Tammy Meschke (Roosevelt Elementary representative), Mrs. Kandace King (Lincoln Elementary representative), Mrs. Lauren Powers (Prairie Rose Elementary representative), Mrs. Shawna Knipp (DEA president), Mrs. Paris Hill (Heart River Elementary representative), Mr. Karl Leggate (Berg Elementary representative), Dr. Marcus Lewton (Dickinson Middle School administrator), Mrs. Sara Streeter (elementary administrator), and Mr. Kevin Hoherz (Dickinson High School administrator).

The meeting was called to order by Superintendent Hocker at 4:00 p.m. A draft calendar for the 2021-2022 school year had been emailed to the committee before the meeting. Dr. Hocker explained the draft was a starting point and was a roll-over of information from the current school year calendar.

The Cabinet has identified the early release dates as Wednesdays instead of Fridays. The only other difference was the last day of school being on a Thursday with a half-day workday on a Friday. Dr. Hocker requested input/advice from the committee.

Mrs. Knipp inquired about the reason regarding the early release days on Wednesdays instead of Fridays. Superintendent Hocker responded that the biggest concern with those participating in the professional development on Fridays was the exclusion of those teachers involved in extracurricular activities.

Mrs. Streeter suggested moving the early release in January to be tied into the Martin Luther King holiday. Mrs. King suggested moving the April early release to the Wednesday before the Easter holiday to help traveling families. Dr. Hocker said it was important to have professional development when it can be maximized by most teachers. He questioned if employees would take a half-day personal day on that Wednesday and not attend the professional development. Mrs. Shockey provided her perspective as a parent. She would prefer the additional time for travel with the early release placed the Wednesday before Easter holiday. Dr. Hocker asked for input from the committee regarding moving the early release to Wednesday, April 13. The consensus was in favor of this option.

Mr. Leggate suggested the February early release be moved to February 16 instead of the same week as the Presidents' Day holiday. Superintendent Hocker asked for input from the committee. Committee members were in consensus to move it to February 16.

Dr. Hocker referenced the half-day workday the week of August 16 noting it would be flexible. The following week, Ms. Tammy Hefelbower from Marzano would provide professional development on two of the three proposed professional development days.

The administrator conference dates in October are in red text as the dates have not been identified by the North Dakota Department of Public Instruction when the schools cannot be in session for the administrator conference.

Mrs. King was not in favor of having a half-day workday on Friday, May 27. She suggested having the last day of school on Wednesday and having the half-day workday on Thursday. Dr. Hocker said that the Cabinet had that similar discussion. With this option, the Thursday, May 26 instructional day would need to be moved to another date. Dr. Hocker said that he would be favorable to having flexibility and allowing the half-day workday to carry over to the following week after Memorial Day. Mrs. Streeter noted that teachers leaving the District would need to turn everything in before the Memorial Day weekend. She also noted the elementary buildings typically mail out report cards the Tuesday after Memorial Day. At the high school, the teachers would need to make sure their grades were turned in before the Memorial holiday weekend. Ms. Mehrer suggested having a full day workday in August. Mrs. Hoerner and Mr. Leggate were in favor of the half-day flexible day at the end of the school year. It was noted the professional development time on the last day of school early out could not be utilized for turning in grades.

Mrs. Meschke was concerned with Veterans Day falling on a Thursday and then requiring students to return on Friday. There were suggestions of taking that Friday off but there was not a consensus on a replacement day. It was noted there was already a break in October, November, and December. It would be more beneficial to have a longer break in the spring when there are many weeks without a break versus a long Veterans Day weekend. Mrs. Shockey shared that as a parent she preferred having a longer Christmas break or Thanksgiving break, not a longer Veterans Day break. She suggested either having school on November 12 or March 4. Mrs. Smith explained if students are in school the Wednesday before Thanksgiving or Wednesday before Christmas, many parents will pull their children to leave to travel.

The consensus was for the early release dates to remain on Wednesdays except for the last day of school. The February early release would be placed on February 16 and the April early release would be placed on April 13 to coincide with the Easter holiday. The remaining instructional days and breaks remained as presented. Dr. Hocker said the revised calendar would be sent to the committee the following morning with a "Draft" watermark. The District would also receive input on the draft calendar from employees, parents, and community members. Input would be gathered before January 6. Dr. Hocker anticipated sharing the calendar with the school board at its January 11 meeting.

Superintendent Hocker thanked the committee members for their input.

The meeting adjourned at 4:45 p.m.