



Calendar Committee Meeting Minutes
Wednesday, November 29, 2017; 4:00 p.m.
Central Administration Office

Members present: Douglas Sullivan, Melanie Kathrein, Lyle Smith, Lee Mehrer, Megan Morey, Alicia Hutzenbiler, Ruth Berglund, Brenda Loney, Shawna Knipp, Tammy Meschke, Diana Stroud, Nicole Kittelson, Michelle Ironfield, and Ashley Brawley.

The meeting was called to order by Superintendent Sullivan at 4:00 p.m.

All committee members were given a copy of draft A of the proposed 2018-2019 calendar. Superintendent Sullivan explained that the early release dates are designated after input from the Professional Development Leadership Team and a conversation with the elementary principals. The early release dates will be decided before the calendar is presented to the School Board.

Dr. Sullivan noted due to the way the 2018-2019 calendar was set up, there were limited options. When the 2018-2019 calendar was drafted at the Central Office, it mirrored the 2017-2018 school calendar. The 2018-2019 calendar draft A has all the necessary components to include the four professional development days and two parent/teacher compensation days. Dr. Sullivan explained one of the two parent/teacher compensation days was placed on Easter Monday which has been a preference shared in the past by the Calendar Committee. Superintendent Sullivan opened the floor for comments.

Mr. Smith noted for some of the buildings, the 2017-2018 calendar had ½ workday at the beginning of the school year and ½ workday at the end of the school year. He asked how well that was received. Mrs. Kathrein explained she had not heard a lot of concerns with the exception of some elementary principals. Those elementary principals explained they were worried about having enough time at the end of the school year to get the student cum files done when the last day of the year the students were still in the building. Some buildings had their teacher workday at the beginning of the school year. Mr. Smith inquired if that was going to happen again this year. Mrs. Kathrein explained the draft calendar A was a starting point. Every year the calendar is different. She said that the August 22 professional development day could be moved somewhere in the calendar. It has been the preference of this group not to have school beyond Memorial Day. She reiterated the draft is a starting point.

Mrs. Kathrein said one of the things that has been discussed is the placement of the storm days and having one of the storm days in the first semester. Captain Wilkie had noted at a Board meeting that at the high school, the students are done with that first semester class at the semester break and it is difficult to make up a missed storm day in the first semester.

Mr. Smith noted the 2017 teachers convention was held and Mrs. Stroud added it was held the second week of October.

Mrs. Kathrein asked the committee what they liked and did not like about the draft A calendar. Mrs. Loney felt there was not a lot of room for changes. Mrs. Kathrein explained the professional development days have usually been broken up with two days before the start of school with part of one day as a management day, one day in October which the principals like because then some of the data has come back, and one day in January. So far, those dates have worked pretty well. There are options to

move some of the professional development days. It was noted last year there were three days available for the two professional development days. Mr. Smith felt if the teachers did not have the option of a workday at the beginning of the school year again this year it would need to be explained to those teachers. Mrs. Kathrein said the August 22 student contact day could be moved to the open spot of February 18. In order to trade off a day, the student contact day would need to be moved to a non-student contact day, similar to February 18. Committee members were not acceptable to February 18 being a student contact day as it would be too long of a stretch without a break.

Superintendent Sullivan asked for the desires of the committee. Ms. Morey suggested moving the parent/teacher compensation day from March 1 (WDA tournament date) to March 8 since the students would just have received a break on February 18 (with no school). Dr. Sullivan asked for any other feedback. Mrs. Knipp said she wished the March 1 parent/teacher compensation date would be moved to March 15 but knew the chances of that passing were slim.

Dr. Sullivan said he was hearing from the committee they wished to proceed with the draft A 2018-2019 calendar. Committee members acknowledged this was accurate. Dr. Sullivan explained the calendar would not be proposed to the School Board until the January School Board Meeting to provide an opportunity for the Professional Development Leadership Team and the building principals to weigh in on the early release dates. He suggested committee members take the calendar back to their buildings and explain that due to constraints of the calendar, there were not a lot of alternatives.

Mrs. Loney suggested the early out dates not be scheduled during picture day at the school and to keep into account the ASVAB testing. Mrs. Kathrein suggested Mrs. Loney share this with her building principal and it will also be mentioned to the principals when they meet. Mrs. Kathrein asked committee members if they had any other input regarding the early release dates to mention it to their building principals.

Superintendent Sullivan thanked the committee members for their time. The meeting concluded at 4:22 p.m.

2018-2019 School Calendar

July 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2019 = 21 days						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 1 - New Year's Day Holiday
January 21 - Martin Luther King Day Observed

August 2018 = 8 Days						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2019 = 19 days						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	PrDay 18	19	20	21	22	23
24	25	26	27	28		

February 18 - Presidents' Day Observed

September 2018 = 19 days						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September 3 - Labor Day Observed

March 2019 = 20 days						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 28, March 1 & 2 - WDA Basketball Tournament

October 2018 = 20 days						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October 8 - Columbus Day is Observed
October 18 & 19th - NDCEL Conference

April 2019 = 19 days						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				







April 19 - Good Friday Observed

November 2018 = 19 days						
				1	2	3
4	5	6	7	8	9	10
VD 11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November 12 - Veterans Day Holiday Observed
November 22 - Thanksgiving Day

Student/Teacher Contact Days.....**175** days
Inservice Days..... 4 days
Parent/Teacher Conference Compensatory days (March 1 & April 22).....2 days
Holidays – Veterans Day (Nov. 12), Thanksgiving (Nov. 22) & Good Friday (April 19)..... 3 days
NDCEL Conference (Oct. 18-19)
Teacher Work Day (May 24)..... 1 day
Total Days..... 185 days

See Individual Student Handbook for Parent/Teacher Conference Schedules and Grading Periods

-  Student Contact Days
-  Parent/Teacher Conf. Comp Days
-  Prof. Dev. Days
-  Storm Days
-  Teacher Work Day
-  Holidays

December 2018 = 14 days						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 2019 = 16 days						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 27 - Memorial Day Observed

June 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						