

PROGRAM AND PLANNING COMMITTEE

**Tuesday, February 23, 2016
5:45 p.m.
Grimsby Lincoln Room**

-
1. Call to Order
 2. Approval of the Agenda
 3. Approval of the Minutes of January 19, 2016
 4. Business Arising from the Minutes
 5. New Business

INFORMATION SESSION

- Elementary and Secondary School Year Calendar 2016-2017.....L. Courtois

6. Other Business
7. Next Meeting – Tuesday, March 22, 2016 at 6:00 p.m. – Grimsby Lincoln Room
8. Adjournment

DISTRICT SCHOOL BOARD OF NIAGARA

Report to Program & Planning Committee Tuesday, February 23, 2016

Elementary and Secondary School Year Calendar 2016-2017

Background:

The Education Act, *Regulation 304 — School Year Calendar, Professional Activity Days*, sets the requirements for the preparation and submission of school year calendars to the Ministry of Education for approval.

The 2016-2017 calendar provides for 196 possible school days between September 1, 2016 and June 30, 2017. The school year shall include a minimum of 194 school days of which three days shall be designated as professional activity days. In addition, up to four days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.

Consultation Process

School Year Calendar Committee meetings and electronic communication:

The committee members include:

Lora Courtois, Superintendent
John Shaw – OPC
Jacklyn Rocco – CUPE
Julie Hopkin – APSSP
Brian Barker – ETFO
Scott Anderson - OPC
Lisa Etienne – OSSTF
Corey Belliveau – SSS
Lisa Mooney – PIC

Committee members were tasked with the following:

- Review calendar year information
- Create draft Elementary and Secondary school year calendars
- Vet as appropriate with the groups represented (includes all Elementary and Secondary Principals, Vice-Principals, School Chairs, Parent Involvement Committee and all Federations and Unions)
- Gather feedback
- Vet drafts through Senior Administration
- Consult with the co-terminus Board to achieve alignment

Note: Once the Elementary and Secondary School Year Calendar has been approved by the Board and the Ministry, the system will be informed.

Timeline:

Program and Planning — February 23, 2016
Board — February 23, 2016
Ministry Submission — (On or before) March 1, 2016

HIGHLIGHTS FROM SCHOOL YEAR CALENDARS FOR 2016-2017

Professional Activity Days

In accordance with the *Education Act, Regulation 304 — School Year Calendar*, the following 7 days have been identified as Professional Activity Days for both elementary and secondary panels for 2016- 2017.

Elementary Professional Activity Days

Friday, October 7, 2016
Friday, November 18, 2016
Friday, January 20, 2017 Assessment Report Card Writing
Friday, February 17, 2017
Friday, May 19, 2017
Friday, June 9, 2017 Assessment Report Card Writing
Friday, June 30, 2017

Secondary Professional Activity Days

Friday, October 7, 2016
Friday, November 18, 2016
Friday, February 3, 2017 Turn Around Day
Friday, February 17, 2017
Friday, May 19, 2017
Thursday, June 29, 2017
Friday, June 30, 2017

Secondary Examination Days

Semester 1 — Friday, January 27 — Thursday, February 2, 2017
Semester 2 — Thursday, June 22 — Wednesday, June 28, 2017

Board & Civic Holidays

Labour Day	Monday, September 5, 2016
Thanksgiving Day	Monday, October 10, 2016
Christmas Break	Monday, December 26, 2016 – Friday, January 6, 2017
Family Day	Monday, February 20, 2017
March Break	Monday, March 13 – Friday, March 17, 2017
Good Friday	Friday, April 14, 2017
Easter Monday	Monday, April 17, 2017
Victoria Day	Monday, May 22, 2017

"That the report of the Elementary and Secondary School Year Calendars - 2016-2017 be received and approved for submission to the Ministry of Education by March 1, 2016."

Respectfully submitted by
Lora Courtois
Superintendent – Area 5

Date: February 23, 2016

For further information, please contact Lora Courtois or the Director of Education.

School Year Calendar 2016 - 2017

Legend ▶ **H** - Statutory Holiday Schedule
E - Scheduled Examination Day
P - Professional Activity Day
B - Board Designated Holiday
☒ Half Day

ELEMENTARY - DRAFT

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2016				1 H	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
September 2016	19						1	2	5 H	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
October 2016	19	1		3	4	5	6	7 P	10 H	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
November 2016	21	1			1	2	3	4	7	8	9	10	11	14	15	16	17	18 P	21	22	23	24	25	28	29	30		
December 2016	17						1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26 H	27 B	28 B	29 B	30 B
January 2017	16	1		2 B	3 B	4 B	5 B	6 B	9	10	11	12	13	16	17	18	19	20 P	23	24	25	26	27	30	31			
February 2017	18	1				1	2	3	6	7	8	9	10	13	14	15	16	17 P	20 H	21	22	23	24	27	28			
March 2017	18					1	2	3	6	7	8	9	10	13 B	14 B	15 B	16 B	17 B	20	21	22	23	24	27	28	29	30	31
April 2017	18			3	4	5	6	7	10	11	12	13	14 H	17 H	18	19	20	21	24	25	26	27	28					
May 2017	21	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19 P	22 H	23	24	25	26	29	30	31		
June 2017	20	2					1	2	5	6	7	8	9 P	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30 P
July 2017				3 H	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
TOTAL	187	7		Note: The 2016-2017 calendar provides for 196 possible school days between September 1, 2016 and June 30, 2017. The school year shall include a minimum of 194 school days of which three days shall be designated as professional activity days. In addition, up to four days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.																								

School Year Calendar 2016 - 2017

Legend ▶ **H** - Statutory Holiday Schedule
E - Scheduled Examination Day
P - Professional Activity Day
B - Board Designated Holiday
☒ Half Day

SECONDARY - DRAFT

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2016				1 H	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
September 2016	19						1	2	5 H	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
October 2016	19	1		3	4	5	6	7 P	10 H	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
November 2016	21	1			1	2	3	4	7	8	9	10	11	14	15	16	17	18 P	21	22	23	24	25	28	29	30		
December 2016	17						1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26 H	27 B	28 B	29 B	30 B
January 2017	14		3	2 B	3 B	4 B	5 B	6 B	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27 E	30 E	31 E			
February 2017	15	2	2			1 E	2 E	3 P	6	7	8	9	10	13	14	15	16	17 P	20 H	21	22	23	24	27	28			
March 2017	18					1	2	3	6	7	8	9	10	13 B	14 B	15 B	16 B	17 B	20	21	22	23	24	27	28	29	30	31
April 2017	18			3	4	5	6	7	10	11	12	13	14 H	17 H	18	19	20	21	24	25	26	27	28					
May 2017	21	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19 P	22 H	23	24	25	26	29	30	31		
June 2017	15	2	5				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22 E	23 E	26 E	27 E	28 E	29 P	30 P
July 2017				3 H	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
TOTAL	177	7	10	Note: The 2016-2017 calendar provides for 196 possible school days between September 1, 2016 and June 30, 2017. The school year shall include a minimum of 194 school days of which three days shall be designated as professional activity days. In addition, up to four days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.																								

DISTRICT SCHOOL BOARD OF NIAGARA

Professional Activity Days School Year Calendar 2016-2017

DATE	PROFESSIONAL ACTIVITY EVENT
October 7, 2016	Elementary and Secondary
November 18, 2016	Elementary and Secondary
January 20, 2017	Elementary – Assessment Report Card Writing
February 3, 2017	Secondary – Turn-Around Day activities related to promotion / class placement and school growth plan summary
February 17, 2017	Elementary and Secondary
May 19, 2017	Elementary and Secondary
June 9, 2017	Elementary - Assessment Report Card Writing
June 29, 2017	Secondary
June 30, 2017	Elementary and Secondary