



# **SCHOOL BOARD ACTION REPORT**

**DATE:** December 8, 2018  
**FROM:** Ms. Denise Juneau, Superintendent  
**LEAD STAFF:** Stan Damas, Executive Director, Labor and Employee Relations  
Phone: 206-252-0294 Email: ssdamas@seattleschools.org  
Clover Codd, Chief Human Resources Officer  
Phone: 206-252-0027 Email: clcodd@seattleschools.org

**For Introduction:** January 23, 2019  
**For Action:** January 23, 2019

## **1. TITLE**

Approval of 2019-20 School Year Calendar

## **2. PURPOSE**

This Board Action Report allows the School Board to establish the dates for when the school year starts and ends, which is required by state law. In addition, the development of the school year calendar is subject to bargaining with unions and certain calendar rules are outlined in the 2018-19 Seattle Education Association (SEA) Certificated Employees Collective Bargaining Agreement (CBA).

## **3. RECOMMENDED MOTION**

I move that the School Board approve the 2019-20 school year calendar as attached to the Board Action Report. Immediate approval is in the best interest of the District.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The District has an affirmative obligation under its CBA with the SEA certificated unit to bargain the school calendar. The District is required to bargain the calendar with other school represented employees whose work is affected by the calendar. As outlined in the 2018-2019 CBA, the calendar adheres to the following rules:

- a. **First day of school.**  
The first Wednesday in September.
- b. **State In-Service Day.**  
As recognized by the State and typically the second Friday in October.
- c. **Winter Break.**  
At least ten weekdays, ending after New Year's Day. If New Year's Day falls or is observed on a Monday, students will return to school on the next day (Tuesday).
- d. **Mid-Winter Break.**  
President's Day and the following four workdays.

- e. **Spring Break.**  
Five days starting the second Monday in April.
- f. **Snow Make-Up Days.**  
At least three snow days shall be scheduled, including the day between semesters, and the first two days following the last day of school in June.
- g. **Holidays.**  
Labor Day (when school begins before this day in September), Veteran’s Day (November), Thanksgiving Day (November), the day after Thanksgiving (November), Martin Luther King Jr. Day (January), President’s Day (February), and Memorial Day (May).
- h. **TRI Days.**  
The four days immediately preceding the start of school, except for the Friday before Labor Day.
- i. **November.**  
Three consecutive days for Elementary and K-8 conferences immediately preceding Thanksgiving Day, subject to State Board approval. The District is working on a waiver with the State Board of Education for the 2019-2020 school year. The School Board must approve a resolution to seek the waiver. This is being done through a separate BAR. In the unlikely event that the waiver request is denied by OSPI, the District and SEA would need to bargain when parent teacher conferences would take place.

The attached calendar continues to provide that on each Wednesday, except the first day of school, students will be dismissed 75 minutes early to accommodate teacher planning, collaboration and professional development. Collaborative and/or common planning time is also braided into the teacher workday. The certificated staff workday will remain at 7 ½ (7.5) hours.

Labor and Employee Relations staff invited representatives from all thirteen (13) collective bargaining groups to review the 2019-20 calendar. SEA agreed to the calendar and no bargaining group has raised concerns or objections. Local 609 had expressed a desire to negotiate regarding the working calendar for Security and Nutrition employees but has agreed to the School Year Calendar as proposed.

- b. **Alternatives**  
Not approve the calendar. This is not recommended as the 2019-20 School Year Calendar must be set to allow all involved to engage in scheduling and planning and any alternative calendar would require the District to re-bargain with the Unions.
- c. **Research**  
N/A

**5. FISCAL IMPACT/REVENUE SOURCE**

There are no additional costs associated with this action.

The revenue source for this motion is N/A.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

The matter of the academic year calendar is primarily a subject of negotiations with SEA. Therefore, there is limited direct community engagement on the subject.

**7. EQUITY ANALYSIS**

This calendar incorporates previously negotiated student early release time that allows for more teacher collaboration time to address school improvement plans and work on ending opportunity gaps. Additionally, staff has looked at where significant religious holidays are observed in major religions and considered in relation to important dates in the school calendar and will communicate appropriate ways to minimize negative impact on students. Our goal is to have a more inclusive calendar for all students & families.

**8. STUDENT BENEFIT**

Adoption of the calendar for the 2019-20 school year will allow for the development of individual school schedules for students and families, and to plan for and schedule family activities outside of school time.

**9. WHY BOARD ACTION IS NECESSARY**

Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)

Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)

Adopting, amending, or repealing a Board policy

Formally accepting the completion of a public works project and closing out the contract

Legal requirement for the School Board to take action on this matter.

Under RCW 28A.330.100 the Board is to “fix the time for annual opening and closing of schools and for the daily dismissal of pupils before the regular time for closing schools.”

Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item

Other: The development of the school year calendar is subject to bargaining with unions and calendar rules in the 2018-19 Seattle Education Association (SEA) Certificated Employees CBA are being implemented.

**10. POLICY IMPLICATION**

Per Board Policy No. 5020, agreements resulting from collective bargaining, are approved by the Board. The school calendar is collectively bargained with interested unions and the resulting agreement is presented to the Board for approval pursuant to RCW 28A.330.100. Further, the 2019-20 School Year Calendar will promote continuity of instruction.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Executive Committee meeting on January 17, 2019. The Committee reviewed the motion and moved it forward to the full Board with a recommendation for approval.

**12. TIMELINE FOR IMPLEMENTATION**

The adoption of the calendar for the 2019-20 school year will allow for the development of individual school schedules and courses; allow the District to begin staffing for the upcoming school year; enable the District to schedule future professional development; allow persons and organizations providing supporting services to plan and schedule their services; and allow families and staff members to schedule family activities outside of school time.

**13. ATTACHMENTS**

- 2019-20 School Year Calendar (for approval)



# 2019-2020 School Year Calendar

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For questions and more information about this document, please contact the following:

Stan Damas  
Executive Director of Labor & Employee Relations  
[ssdamas@seattleschools.org](mailto:ssdamas@seattleschools.org)

**The 2019-2020 School Year Calendar identifies days that schools are in session, identifying days that are shorter than normal duration. The document also identifies week days when school is not in session and the reason for that.**

# 2019-20 SCHOOL YEAR CALENDAR

## SEPTEMBER 2019

	Su	M	T	W	T	F	S
		26	27	28	29	30	31
9/2	1	2	3	4	5	6	7
9/4	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30					

## OCTOBER 2019

	Su	M	T	W	T	F	S
			1	2	3	4	5
10/11	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		

## NOVEMBER 2019

	Su	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
11/11	10	11	12	13	14	15	16
11/25, 11/26, 11/27	17	18	19	20	21	22	23
11/28, 11/29	24	25	26	27	28	29	30

## DECEMBER 2019

	Su	M	T	W	T	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
12/23-1/3	22	23	24	25	26	27	28
	29	30	31				

## JANUARY 2020

	Su	M	T	W	T	F	S
1/1				1	2	3	4
	5	6	7	8	9	10	11
1/20	12	13	14	15	16	17	18
1/27	19	20	21	22	23	24	25
1/28	26	27	28	29	30	31	
1/28							

## FEBRUARY 2020

	Su	M	T	W	T	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
2/17	16	17	18	19	20	21	22
2/17-2/21	23	24	25	26	27	28	29

## MARCH 2020

	Su	M	T	W	T	F	S
	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				

## APRIL 2020

	Su	M	T	W	T	F	S
				1	2	3	4
	5	6	7	8	9	10	11
4/13-4/17	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

## MAY 2020

	Su	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
5/27	24	25	26	27	28	29	30
	31						

## JUNE 2020

	Su	M	T	W	T	F	S
		1	2	3	4	5	6
6/18	7	8	9	10	11	12	13
6/18	14	15	16	17	18	19	20
6/19	21	22	23	24	25	26	27
6/22	28	29	30				



	Teachers	R/I Days	Student	Collab
August		3	0	0
September	19	1	19	3
October	22	1	22	5
November	18	0	18	4
December	15	0	15	3
January	18	0	18	3
February	15	0	15	3
March	22	0	22	4
April	17	0	17	4
May	20	0	20	4
June	14	0	14	3
<b>Total</b>	<b>180</b>	<b>5</b>	<b>180</b>	<b>36</b>

75 Minute Early Release  
 All Schools Closed  
 Holiday