

# **SCHOOL BOARD ACTION REPORT**



**DATE:** December 16, 2019  
**FROM:** Ms. Denise Juneau, Superintendent  
**LEAD STAFF:** Misa Garmoe, Director of Employee & Association Relations  
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**For Introduction:** January 22, 2020  
**For Action:** January 22, 2020

## **1. TITLE**

Approval of 2020-2021 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 2019-2022 Seattle Education Association (SEA) Certificated Employees Collective Bargaining Agreement (CBA).

## **3. RECOMMENDED MOTION**

I move that the School Board approve the 2020-2021 school year calendar as attached to the Board Action Report with any minor, non-substantive additions, deletions or modification deemed necessary by the Superintendent. Immediate action 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 2019-2022 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.**

- e. 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), Veterans Day (November), Thanksgiving Day (November), the day after Thanksgiving (November), Martin Luther King Jr. Day (January), Presidents' Day (February), and Memorial Day (May).
- h. **Time Responsibility Incentive (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.

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 2020-2021 calendar. SEA agreed to the calendar and no bargaining group has raised concerns or objections.

- b. **Alternatives**  
Not approve the calendar. This is not recommended as the 2020-2021 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, the SEA and SPS staff agreed to establish a joint workgroup to address equity and inclusive considerations related to religious and cultural observations and practices in developing the calendar. The workgroup created guidance to provide to schools/teachers in planning important events, testing and exam dates. While we cannot change school year dates to accommodate every religious/cultural observance, we have provided the guidance so schools, families and communities are aware and can excuse absences or make appropriate accommodation and supports if they are unable to avoid scheduling educationally significant activities on days of religious/cultural observances.

**8. STUDENT BENEFIT**

Adoption of the calendar for the 2020-2021 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:

**10. POLICY IMPLICATION**

Per Board Policy No. 5020 Collective Bargaining, 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 2020-2021 School Year Calendar will promote continuity of instruction.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was not discussed in committee due to the cancellation of the January 15 Executive Committee meeting for inclement weather.

**12. TIMELINE FOR IMPLEMENTATION**

The adoption of the calendar for the 2020-2021 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. After board approval, the calendar will be distributed to the various unions, employees, schools, and school communities. The calendar will also be distributed by the Communications Department via the SPS website and other means.

**13. ATTACHMENTS**

- 2020-2021 School Year Calendar (for approval)
- Guidance Regarding Religion and Religious Accommodations (for reference)



## 2020-2021 School Year Calendar

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

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**The 2020-2021 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.**

# 2020-21 SCHOOL YEAR CALENDAR

Draft 12/11/2019



SEPTEMBER 2020							
Su	M	T	W	T	F	S	
23	24	25	26	27	28	29	
8/27, 8/28, 8/31, 9/1	30	31	1	2	3	4	5
9/2	6	7	8	9	10	11	12
9/7	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			

OCTOBER 2020							
Su	M	T	W	T	F	S	
				1	2	3	
	4	5	6	7	8	9	10
10/9	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

NOVEMBER 2020							
Su	M	T	W	T	F	S	
	1	2	3	4	5	6	7
11/11	8	9	10	11	12	13	14
requesting waiver for 11/23-11/25	15	16	17	18	19	20	21
11/26 & 11/27	22	23	24	25	26	27	28
	29	30					

DECEMBER 2020							
Su	M	T	W	T	F	S	
		1	2	3	4	5	
12/21 - 1/1	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 2021							
Su	M	T	W	T	F	S	
1/1					1	2	
1/18	3	4	5	6	7	8	9
1/27	10	11	12	13	14	15	16
1/28	17	18	19	20	21	22	23
1/28	24	25	26	27	28	29	30
1/29	31						

FEBRUARY 2021							
Su	M	T	W	T	F	S	
	1	2	3	4	5	6	
	7	8	9	10	11	12	13
2/15	14	15	16	17	18	19	20
2/15 - 2/19	21	22	23	24	25	26	27
	28						

MARCH 2021							
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 2021							
Su	M	T	W	T	F	S	
				1	2	3	
4/12 - 4/16	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	

MAY 2021							
Su	M	T	W	T	F	S	
						1	
5/31	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					

JUNE 2021							
Su	M	T	W	T	F	S	
6/18		1	2	3	4	5	
6/18	6	7	8	9	10	11	12
6/21	13	14	15	16	17	18	19
6/22	20	21	22	23	24	25	26
	27	28	29	30			

	Teachers	TRI	Student
August		3	0
September	20	1	20
October	21	1	21
November	18	0	18
December	14	0	14
January	18	0	18
February	15	0	15
March	23	0	23
April	17	0	17
May	20	0	20
June	14	0	14
	180	5	180

All Schools Closed  
 TRI Days

Jump Start Aug 17-21, 2020

1st Day of 2020-21 School Year for Grades 1-12 Sept. 2, 2020

Family Connections for PreK - K Sept. 8-10, 2020

First Day of PreK & K Sept. 14, 2020

# Guidance Regarding Religion and Religious Accommodations

## Background:

During the 2019-2020 school year, Seattle Public Schools and Seattle Education Association created a joint workgroup to address equity and evaluate inclusive considerations related to religious and cultural observances and practices in developing student and work calendars. The workgroup sought to develop the calendar using the negotiated calendar formula (important dates) below, while also considering days which may have high impact on our communities. The goal of this calendar is to provide an at-a-glance look at the variety of religious holidays and observances to assist schools/teachers in planning important events, testing, and exam dates.

While we can't change school year dates to accommodate every religious/cultural observance, it is understood that students may end up missing school and important school events in order to honor their religious practices. Since our school district is so large, our communities vary in their diversity, and individual schools know their communities best, we are asking schools to consider the accommodations and supports they can provide to students if they are not able to avoid scheduling educationally significant days on the same days of religious/cultural observances.

This guidance being provided is based from guidance from the Office of the Superintendent of Public Instruction.

## Important Dates:

*The below dates were negotiated as a part of the Collective Bargaining Agreement (CBA).*

- **First Day of School**
  - o The first Wednesday in September
- **State In-Service Day**
  - o As recognized by the State (typically the second Friday in October)
- **Winter Break**
  - o 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)
- **Mid-Winter Break**
  - o President's Day and the following four workdays
- **Spring Break**
  - o Five days starting the second Monday in April
- **Snow Make-Up Days**
  - o 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. Additional snow make-up days may be added in June if necessary
- **Holidays**
  - o Labor Day (when school begins before this day in September)
  - o Veteran's Day (November)
  - o Thanksgiving Day (November)
  - o The day after Thanksgiving (November)
  - o Martin Luther King Jr. Day (January)
  - o President's Day (February)
  - o Memorial Day (May)
- **Contractual Days**
  - o The four days immediately preceding the start of school, except for the Friday before Labor Day
- **Conferences**
  - o Three consecutive days for conferences immediately preceding Thanksgiving Day

## Student Absences

See policy 3121: [Attendance](#)

Though consistent attendance for students is essential, policy 3121 does provide that religious or cultural purposes are valid excuses for an absence. See below.

*Policy 3121: Consistent attendance is essential to the Seattle Public Schools mission of academic excellences for every student in every school. To combat unexcused absences and truancy, all Seattle Public Schools are dedicated to providing racially, culturally, and age appropriate instruction and interventions and supports to remove barriers to consistent daily attendance.*

Policy 3121 does state that religious or cultural purposes are valid excuses for an absence.

See Policy 3121 Superintendent Procedure (SP) VIII.B.a.4)

*B. Excused Absences a) The following are valid excuses for an absence:*

*4. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;*

*See Policy 3121/3121SP in its entirety, however it does also provide that:*

- The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.
- If an absence is excused, the student will be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the teacher of the class. However, in participation-type classes, a student's grade may be affected because of the student's inability to make up the activities conducted during a class period if an alternative assignment that aligns with the learning goals of the activities missed is not reasonable.
- An excused absence will be verified by a parent/guardian or an adult, emancipated or appropriately aged student, or school authority responsible for the absence. If attendance is taken electronically, either for a course conducted online or for students physically within the district, an absence will default to unexcused until such time as an excused absence may be verified by a parent/guardian or an adult, emancipated, or appropriately aged student. If a student of any age is to be released for health care related to family planning or abortion, the student may require that the District keep the information confidential. Students thirteen and older have the right to keep information about drug, alcohol or mental health treatment confidential. Students fourteen and older have the same confidentiality rights regarding HIV and sexually transmitted diseases.

## Religious Accommodations for Students

See policy 2340: [Religion and Religious Accommodation](#)

*Policy 2340 also states that students shall be excused from attending school in observance of a religious holiday.*

*Policy 2340: Upon receipt of a parent/guardian request, a student shall be excused from attending school in observance of a religious holiday. Students who are excused from class as a religious accommodation, must have an opportunity to make up any work, assignment or test missed as a result of the absence.*

*Policy 2340SP: The student's parent/guardian must submit a written request to the principal of the student's school, well enough in advance to allow the school to make appropriate arrangements and scheduling adjustments.*



The written request must state –

1. The specific accommodation requested
2. Why the accommodation is needed
3. The amount of time, duration, and frequency of the accommodation

## Testing dates - All dates are tentative until confirmed by testing agencies.

School staff should consider these testing windows and their building activities to make proper considerations for their school communities religious and cultural observances.

Smarter Balanced (SBA) ELA and Math Assessments- March 1- June 4 (Grades 3-8 and high school)

Washington Comprehensive Assessment of Science (WCAS)- April 12- June 4 (Grades 5 and 8)

Washington Comprehensive Assessment of Science (WCAS)- May 3 - June 4 (Grade 11)

Advanced Placement (AP) & International Baccalaureate (IB)- May 3-14 (High school students enrolled in these courses)

## Religion and Religious Accommodations, 2020-2021

This aims to expand the awareness about the multiple forms of diversity among our students and families, and the days that students may or not be at school due to religious observances and the days that students may be fasting. It may also be helpful to guide better times to schedule educationally significant activities when the date can't be changed. For example, testing in the morning during periods when students eat at sundown.

The purpose of the calendar below is to assist in this effort to raise awareness about religious holidays practiced in public schools across the state of Washington.

**This calendar was provided by the Office of Superintendent of Public Instruction based on the University of Washington's Calendar of Holidays and Religious Observances.**

The Office of Superintendent of Public Instruction encourages districts not to schedule significant school events on major religious holidays. Schools that plan around major religious holidays convey to all students that they are a meaningful part of their school communities and their religious traditions matter<sup>[1]</sup>

Notes:

All Jewish, Islamic, and Bahá'í holidays begin at sundown (SD) on the evening before the first date shown

+These holidays (or dates within holidays) are designated non-work (observance) days

++Some of these dates are not fixed to a calendar but rather based on the actual sighting of the moon and therefore may be some variance by a day

Please be sensitive to and accommodate student observers' needs due to fasting on all of the dates and the evening prior to the date(s), these dates are listed in **BOLD** type

Date	Holiday or Observance Name	Religion	Notes Sundown (SD)
September 7, 2020	Labor Day		No School
+September 18, 2020 – September 20, 2020	Rosh Hashanah (New Year)	Jewish	(SD)
<b>+September 27, 2020</b>	<b>Yom Kippur (Day of Atonement)</b>	<b>Jewish</b>	<b>(SD)</b>
<b>+October 2, 2020 – October 9, 2020</b>	<b>Sukkot (Feast of Tabernacle)</b>	<b>Jewish</b>	<b>(SD)</b> <b>*Fasting occurs on the first day</b>
+October 9, 2020 – October 11, 2020	Shemini Atzeret	Jewish	(SD)
+October 10, 2020	Simchat Torah	Jewish	(SD)
October 12, 2020	Indigenous Peoples' Day		
<b>+October 17, 2020</b>	<b>Birth of the Bab</b>	<b>Bahá'í</b>	<b>(SD)</b>
<b>+October 18, 2020</b>	<b>Birth of the Bahá'ulláh</b>	<b>Bahá'í</b>	<b>(SD)</b>
<b>October 17, 2020 -October 25, 2020</b>	<b>Navaratri/Dassehra</b>	<b>Hindu</b>	
++October 28, 2020	Mawlid-al-Nabi (birthday of Mohammad)	Islamic	
November 11, 2020	Veteran's Day		No School
<b>November 14, 2020</b>	<b>Diwali</b>	<b>Hindu</b>	
November 26, 2020	Thanksgiving Day		No School (November 26 – 27, 2020)
December 10, 2020 – December 18, 2020	Hanukkah (Chanukah)	Jewish	(SD)
December 24, 2020	Christmas Eve	Christian	No School
December 25, 2020	Christmas Day	Christian	No School
January 1, 2021	New Year's Day		No School
January 7, 2021	Orthodox Christmas	Christian Orthodox	
January 18, 2021	Martin Luther King Day		No School
February 12, 2021	Lunar New Year		
February 15, 2021	President's Day		No School
<b>February 17, 2021</b>	<b>Ash Wednesday / Beginning of Lent</b>	<b>Christian</b>	
<b>February 26, 2021</b>	<b>Purim</b>	<b>Jewish</b>	<b>(SD)</b>
<b>March 1, 2021 – March 19, 2021</b>	<b>Nineteen-Day Fast</b>	<b>Bahá'í</b>	
<b>March 11, 2021</b>	<b>Maha Shivaratri</b>	<b>Hindu</b>	
<b>+March 19, 2021</b>	<b>Naw-Ruz (Bahá'í New Year)</b>	<b>Bahá'í</b>	<b>(SD)</b>
+March 23, 2021 – April 3, 2021	Passover	Jewish	(SD) <i>+March 23-24 and April 2-3</i>

<b>March 29, 2021</b>	<b>Holi</b>	<b>Hindu</b>	
<b>April 2, 2021</b>	<b>Good Friday</b>	<b>Christian</b>	
April 4, 2021	Easter	Christian	
<b>++April 12, 2021</b>	<b>Beginning of Ramadan</b>	<b>Islamic</b>	<b>Evening of April 12, 2021 – May 12, 2021 (SD)</b>
<b>April 21, 2021</b>	<b>Rama Navami</b>	<b>Hindu</b>	
<b>+April 21, 2021 – May 2, 2021</b>	<b>Ridván Festival</b>	<b>Bahá'í</b>	<b>(SD)</b>
<b>April 28<sup>th</sup>, 2020</b>	<b>Ninth Day of the Ridván Festival</b>	<b>Bahá'í</b>	<b>(SD)</b>
April 30, 2021	Orthodox Good Friday	Christian Orthodox	
<b>May 1, 2020</b>	<b>Twelfth Day of the Ridván Festival</b>	<b>Bahá'í</b>	<b>(SD)</b>
May 2, 2021	Orthodox Easter	Christian Orthodox	
<b>++May 8, 2021</b>	<b>Lailat al-Qadr</b>	<b>Islamic</b>	
<b>++May 12, 2021</b>	<b>Eid al-Fitr (end of Ramadan)</b>	<b>Islamic</b>	<b>(SD)</b>
+May 16, 2021	Shavuot	Jewish	
<b>+May 23, 2021</b>	<b>Declaration of the Báb</b>	<b>Bahá'í</b>	<b>(SD)</b>
<b>+May 29, 2021</b>	<b>Ascension of Bahá'u'lláh</b>	<b>Bahá'í</b>	<b>(SD)</b>
May 31, 2021	Memorial Day		No School

<sup>11</sup>[Common Religious and U.S. Public Holidays, 2019-20.](https://www.k12.wa.us/policy-funding/equity-and-civil-rights/religion-schools/common-religious-and-us-public-holidays-2019-20) (n.d.). Retrieved November 20, 2019, from <https://www.k12.wa.us/policy-funding/equity-and-civil-rights/religion-schools/common-religious-and-us-public-holidays-2019-20>.