



## **SCHOOL BOARD ACTION REPORT**

**DATE:** December 18, 2017  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Stan Damas, Executive Director, Labor and Employee Relations  
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**For Introduction:** January 17, 2018  
**For Action:** January 31, 2018

### **1. TITLE**

Approval of 2018-19 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 2015-18 Seattle Education Association (SEA) Certificated Employees Collective Bargaining Agreement (CBA).

### **3. RECOMMENDED MOTION**

I move that the School Board approve the 2018-19 School Year Calendar as attached to the Board Action Report.

### **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 2015-2018CBA, 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 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 fourteen (14) collective bargaining groups to review the 2018-19 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 2018-19 School Year Calendar must be set 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.

**8. STUDENT BENEFIT**

Adoption of the calendar for the 2018-19 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 2015-18 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 2017-18 School Year Calendar will promote continuity of instruction.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Executive Committee meeting on January 11, 2018. The Committee reviewed the motion and moved the item forward with a recommendation for approval by the full Board.

**12. TIMELINE FOR IMPLEMENTATION**

The adoption of the calendar for the 2018-19 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**

- 2018-19 School Year Calendar (for approval)



## 2018-2019 School Year Calendar

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

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The 2018-2019 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.

# 2018-19 SCHOOL YEAR CALENDAR

## SEPTEMBER 2018

8/29, 8/30, 9/3, 9/4	TRI Days	Su	M	T	W	T	F	S
9/3	Holiday - Labor Day				29	30	31	1
9/5	First Day of School	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						

## OCTOBER 2018

		Su	M	T	W	T	F	S
			1	2	3	4	5	6
10/12	State In-Service Day - TRI Day	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 2018

		Su	M	T	W	T	F	S
						1	2	3
11/12	Holiday - Veterans Day	4	5	6	7	8	9	10
11/21	1 Hr Early Dismissal Prior to Holiday	11	12	13	14	15	16	17
11/22, 11/23	Holiday - Thanksgiving	18	19	20	21	22	23	24
11/19, 11/20, 11/21	Elem P-T Conference (Varies by School)	25	26	27	28	29	30	

## DECEMBER 2018

		Su	M	T	W	T	F	S
								1
		2	3	4	5	6	7	8
		9	10	11	12	13	14	15
	End Trimester	16	17	18	19	20	21	22
12/24-1/4	Winter Break	23	24	25	26	27	28	29
12/19	1 Hr Early Dismissal Prior to Holiday	30	31					

## JANUARY 2019

		Su	M	T	W	T	F	S
1/1	Holiday - New Years Day			1	2	3	4	5
1/21	Holiday - Martin Luther King Day	6	7	8	9	10	11	12
1/29	End of Semester 1	13	14	15	16	17	18	19
1/30	Day Between Semesters	20	21	22	23	24	25	26
1/30	Snow Makeup Day (1 of 3)	27	28	29	30	31		

## FEBRUARY 2019

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

## MARCH 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	22	23
		24	25	26	27	28	29	30
		31						

## APRIL 2019



		Su	M	T	W	T	F	S
			1	2	3	4	5	6
4/8-4/12	Spring Break	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 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	22	23	24	25
5/27	Holiday - Memorial Day	26	27	28	29	30	31	




## JUNE 2019

		Su	M	T	W	T	F	S
6/20	Last Day of School for Students and Teachers							1
	180-Day Calendar Ends	2	3	4	5	6	7	8
6/21	Snow Makeup Day (2 of 3)	9	10	11	12	13	14	15
6/24	Snow Makeup Day (3 of 3)	16	17	18	19	20	21	22
		23	24	25	26	27	28	29
		30						

 TRI = Teachers No Students  
 School Start / End



	Teachers	TRI	Student	Collab
August		2	0	0
September	18	2	18	3
October	22	1	22	5
November	19	0	19	4
December	15	0	15	3
January	17	0	17	3
February	15	0	15	3
March	21	0	21	4
April	17	0	17	3
May	22	0	22	5
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  
 TRI Day