



Regulation of the Chancellor

Category	INSTRUCTION	Number	B-101
Subject	BRIEF CALENDAR FOR 1996-97	Page	1 of 5
		Issued	3/22/96

ABSTRACT

The following Brief Calendar was adopted by the Board of Education at its Public Meeting on March 20, 1996. This calendar mandates that school sessions begin for all intermediate, junior high and high school students and all students in special education schools in District 75, on Wednesday, September 4, 1996, and for all elementary school students on Thursday, September 5, 1996, and includes a Midwinter Recess (Monday, February 17 through Friday, February 21, 1997). The Calendar as adopted must be adhered to by all districts without exception, unless districts are informed of subsequent changes that may be made pursuant to collective bargaining agreements or for other reasons, provided these other reasons are not inconsistent with collective bargaining or legal obligations.

1996

August	26	Monday	Principals, Assistants, and all other school supervisors report.
September	2	Monday	Labor Day.
September	3	Tuesday	Professional Day - General staff orientation. Classroom Teachers, Bilingual Teachers in School and Community Relations, Guidance Counselors, Attendance Teachers, Psychologists and Social Workers, Laboratory Specialists and Technicians, Secretaries and Educational Paraprofessionals report Employees in titles not listed should consult the applicable collective bargaining agreement.
September	4	Wednesday	SCHOOL SESSIONS BEGIN FOR ALL STUDENTS ENROLLED IN INTERMEDIATE, JUNIOR HIGH, AND HIGH SCHOOLS AND ALL STUDENTS ENROLLED IN SPECIAL EDUCATION SCHOOLS IN DISTRICT 75.* Elementary schools will be in session for staff development (Compact for Learning) activities only. Elementary school students will <u>not</u> be in attendance.*
September	5	Thursday	SCHOOL SESSIONS BEGIN FOR ALL STUDENTS ENROLLED IN ELEMENTARY SCHOOLS.* EARLY DISMISSAL FOR KINDERGARTEN STUDENTS ONLY.

* See Section 2 (Page 3) for further clarification.



Regulation of the Chancellor

Category: INSTRUCTION

Number: B-101

Subject: BRIEF CALENDAR FOR 1996-97

Page: 2 of 5

Issued: 3/22/96

September	6,	Friday	Early Dismissal for Kindergarten Students Only.
September	23,	Monday	Yom Kippur.
October	14,	Monday	Columbus Day Observed.
November	5,	Tuesday	Election Day. Schools will be in session for staff development (Compact for Learning) activities only. Students will <u>not</u> be in attendance.
November	11,	Monday	Veterans Day.
November	28,	Thursday and	Thanksgiving Recess.
November	29,	Friday	
December	23,	Monday through	Winter Recess (including Christmas and New Year's Day).
January	1,	Wednesday	
<u>1997</u>			
January	20,	Monday	Dr. Martin Luther King, Jr. Day.
January	31,	Friday	Regular day of instruction, <u>except</u> for <u>high</u> schools. High school will be in session for staff development (Compact for Learning) activities only. <u>High</u> school students will <u>not</u> be in attendance.
January	31,	Friday	Fall Term ends.
February	3,	Monday	Spring Term begins.
February	17,	Monday through	Midwinter Recess (including Washington's Birthday).
February	21,	Friday	
March	28,	Friday	Good Friday.
March	31,	Monday	Schools not in session.
April	21,	Monday through	Spring Recess.
April	25,	Friday	
May	26,	Monday	Memorial Day.
June	5,	Thursday	Anniversary Day (Brooklyn and Queens Schools).



Regulation of the Chancellor

Category: INSTRUCTION

Number: B-101

Subject: BRIEF CALENDAR FOR 1996-97

Page: 3 of 5

Issued: 3/22/96

June 26, Thursday

LAST DAY FOR ALL STUDENTS. Last day for all Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Psychologists and Social Workers, Laboratory Specialists and Technicians and last day for Paraprofessionals.

June 27, Friday and
June 30, Monday

All other staff report except Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Psychologists and Social Workers, Laboratory Specialists and Technicians, and Paraprofessionals.

NOTE: The school calendar can accommodate a limited number of shortened sessions to be designated during the course of the school year.

- The Brief Calendar for 1996-97 meets the State Education Department requirement of a minimum of 180 state aidable days in all districts and at all levels.
- The student start date depends on the type of school that a student is enrolled in. If a student is enrolled in an intermediate or junior high school (identified with an I.S. or J.H.S. designation followed by a number), the start date is Wednesday, September 4, 1996. This September 4, 1996, start date applies to the full range of grades (including those under grade 6) that are part of the I.S. or J.H.S. school, and applies whether students are enrolled in the main building of an I.S. or J.H.S. or its annex. A student enrolled in a special education school in District 75 or a high school also starts on Wednesday, September 4, 1996, without exception. In contrast, if a student is enrolled in an elementary school, the start date is Thursday, September 5, 1996, without exception. This Thursday, September 5, 1996, start date applies to the full range of grades (including those at grade 6 and above) that are part of the elementary school, and applies whether students are enrolled in the main building of the elementary school or its annex.
- All schools will be open on Election Day, November 5, 1996, for staff development activities only. Students will not be in attendance.
- All schools will be open on Wednesday, February 12, 1997, and students will be in attendance for instruction.
- The Brief Calendar includes a Midwinter Recess.
- As a result of shortened sessions for various purposes, the total number of instructional days (days when students report to school) may be different from the number of state aidable days. A shortened session is any day scheduled for kindergarten through grade 6 students for less than 5 hours of instruction, exclusive of lunch, or any day scheduled for grade 7 and above students for less than 5.5 hours of instruction, exclusive of lunch.
- Calculations of aidable days incorporate Superintendent Conference/Regents Examination Days. Under Commissioner's Regulations, Superintendent Conference Days may include general staff orientation,



Regulation of the Chancellor

Category: INSTRUCTION
Subject: BRIEF CALENDAR FOR 1996-97

Number: B-101

Page: 4 of 5

Issued: 3/22/96

curriculum development, in-service education, or parent-teacher conferences. They may not include routine administrative matters such as grading examinations or pupil assignments, recordkeeping, or lesson planning.

8. The school calendar takes into account the following citywide centrally-scheduled shortened sessions: early dismissal for kindergarten students on September 5 and 6, and, to be designated, two Parent-Teacher Conference shortened sessions (one in the Fall Term and one in the Spring Term); one shortened session for scoring the PCT test in late January (only middle schools and any grade 8 in elementary schools); two professional development shortened sessions for Grades 3 and above in elementary schools and all grades in middle and special education schools (Spring Term); and two June clerical half days for elementary and middle schools only. Separate notifications will be forthcoming regarding all of these citywide centrally-scheduled shortened sessions. An early dismissal of students is permitted on the last day of school provided all students are required to attend and students requiring individual work receive guidance and assistance on the afternoon of the last day. **Aside from these citywide centrally scheduled shortened sessions, or the restricted early dismissal on the last day of school, no other shortened sessions should be scheduled without prior approval of the Chief Executive for Community Affairs, Outreach and Monitoring, and without at least 4 weeks prior notice to parents.** Districts that are in the Excellence and Accountability Program (EAP) may contact the Chief Executive for Community Affairs, Outreach and Monitoring for information on how that program affects shortened sessions.
9. Prior to requesting shortened session approval of the Chief Executive for Community Affairs, Outreach and Monitoring, the following should be considered. In weeks when a single scheduled shortened session for professional development from kindergarten through grade 6 is requested, students must still be scheduled for 25 hours of instruction, exclusive of lunch. Further clarification and information on exceptions are available upon request from the Chief Executive for Community Affairs, Outreach and Monitoring.
10. In a week when, exclusive of lunch, 25 hours of instruction are scheduled for kindergarten through grade 6 students, and a shortened session, approved by the Chief Executive for Community Affairs, Outreach and Monitoring, is scheduled, schools may designate that shortened session as a regular day of instruction for purposes of the Period Attendance Report. As a result of the September 5 and 6 kindergarten early dismissals during Labor Day week, these two days should be recorded as non-instructional for purposes of the Period Attendance Report (for kindergarten only).
11. The early dismissal of students on the last day of school (June 26, 1997) should be recorded as a regular day of instruction for purposes of the Period Attendance Report, provided all students are required to attend and students requiring individual work receive guidance and assistance in the afternoon.
12. As concerns Grades 7 and above, generally a shortened session results in there being less than the required minimum of 27.5 hours of instructional time scheduled in a week, exclusive of lunch. Therefore almost all instances, a shortened session for grades 7 and above, which must also be approved by the Chief Executive for Community Affairs, Outreach and Monitoring, should be designated as a non-instructional day for purposes of the Period Attendance Report. Exceptions pertain to: The two Parent-



Regulation of the Chancellor

Category: INSTRUCTION

Number: B-101

Subject: BRIEF CALENDAR FOR 1996-97

Page: 5 of 5

Issued: 3/22/96

Teacher Conference shortened sessions, the shortened session for scoring the PCT test in late January (to be designated), the first (of two) citywide middle school professional development shortened sessions in the Spring Term (all to be designated), and the restricted early dismissal on the last day of school (June 26). For Grades 7 and above, the shortened session for scoring the PCT Test in late January should be designated as a regents day for the purposes of the PAR (lower grades affected by the PCT test scoring should be designated as instructional, provided 25 hours of instruction have been scheduled for the week, exclusive of lunch). The two Parent-Teacher Conference days should be designated as a regular day of instruction for purposes of the Period Attendance Report (for the last day of school, refer to Section 11 above). The first (of two) citywide middle school professional development shortened sessions in the Spring Term should be recorded as a Superintendent Conference Day (related to the Regents Compact for Learning). Further clarifications on reporting requirements are available from the Office of Student Information Services.

13. At the elementary school level, except for kindergarten, there are 187 aidable days (186 in Brooklyn and Queens schools), 183 of which (182 in Brooklyn and Queens schools), are instructional. At the kindergarten level, there are 185 aidable days (184 in Brooklyn and Queens schools), 183 of which (182 in Brooklyn and Queens schools) are instructional. The kindergarten aidable day total is reduced due to the early dismissal of September 5 and 6.
14. At the intermediate and junior high school level, there are 184 aidable and instructional days (183 in Brooklyn and Queens schools).
15. At the high school level, there are 184 aidable days (183 in Brooklyn and Queens schools), 179 of which (178 in Brooklyn and Queens schools), are instructional.
16. Staff development activities during Superintendent Conference Days can serve to meet needs that are mandated or of high priority, such as literacy, curriculum frameworks, mathematics and science education, assessments, etc., as they relate to general, special and bilingual education.
17. Schools will not be in session on Yom Kippur, Columbus Day, Veterans Day, Thanksgiving Day and the day after Thanksgiving, Winter Recess (December 23 through January 1, including Christmas and New Year's Day), Dr. Martin Luther King, Jr. Day, Mid-Winter Recess (February 17 through February 21, including Washington's Birthday), Good Friday and March 31, Spring Recess (April 21 through April 25), Memorial Day and, in Brooklyn and Queens only, Anniversary Day.
18. Consultation/negotiation on the Brief Calendar has taken place with the Community Superintendents, Consultative Council, parent representatives, Nonpublic Schools Committee, and appropriate collective bargaining representatives.