



Regulation' of the Chancellor

Category: INSTRUCTION

Number: B-101

Subject: BRIEF CALENDAR FOR 1994-95

Page: 1 of 4

Issued: 4/28/94

ABSTRACT

The following Brief Calendar was adopted by the Board of Education at its Public Meeting on April 20, 1994. This calendar mandates that school sessions begin for all high school students on Friday, September 9, 1994, and for all elementary and middle school students on Monday, September 12, 1994, and includes a Midwinter Recess (Monday, February 20 through Friday, February 24, 1995). 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.

1994

August	29.	Monday	Principals, Assistants, and all other school supervisors report.
September	5.	Monday	Labor Day.
September	6.	Tuesday and	Rosh Hashanah.
September	7.	Wednesday	
September	8.	Thursday	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.
September	9.	Friday	SCHOOL SESSIONS BEGIN FOR HIGH SCHOOL STUDENTS ONLY. Superintendent Conference Day (Compact for Learning) activities in elementary and middle schools. These schools will be in session but students will not be in attendance.
September	12.	Monday	SCHOOL SESSIONS BEGIN FOR ELEMENTARY AND MIDDLE SCHOOL STUDENTS. EARLY DISMISSAL FOR KINDERGARTEN STUDENTS.
September	13.	Tuesday	Early Dismissal for Kindergarten Students.
September	15.	Thursday	Yom Kippur.
October	10.	Monday	Columbus Day Observed.



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Subject: **BRIEF CALENDAR FOR 1994-95**

Number: B-101

Page: 2 of 4

Issued: 4/28/94

November	8,	Tuesday	Election Day. Schools will be in session for staff development (Compact for Learning) activities only. Students will not be in attendance.
November	11,	Friday	Veterans Day.
November	24,	Thursday and	Thanksgiving Recess.
November	25,	Friday	
December	26,	Monday through	Winter Recess (includes Christmas and New Year holidays).
January	2,	Monday	
<u>1995</u>			
January	16,	Monday	Dr. Martin Luther King, Jr. Day.
January	31,	Tuesday	Fall Term ends.
February	1,	Wednesday	Spring Term begins.
February	20,	Monday through	Midwinter Recess (includes Washington's Birthday).
February	24,	Friday	
April	14,	Friday through	Spring Recess (includes Good Friday, Easter and Passover).
April	21,	Friday	
May	29,	Monday	Memorial Day
June	8,	Thursday	Anniversary Day (Brooklyn and Queens Schools).
June	28,	Wednesday	<u>LAST DAY FOR ALL STUDENTS.</u> Last day for <u>all</u> 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	29,	Thursday and	All other staff report <u>except</u> Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Psychologists and Social Workers, Laboratory Specialists and Technicians, and Paraprofessionals.
June	30,	Friday	

NOTE: The school calendar can accommodate a limited number of half days to be designated during the course of the school year; all half days must be approved by the Chief Executive of Monitoring, must provide appropriate 4 weeks prior notification of parents, and must not result in a loss of state aid.



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Page: 3 of 4

Issued: 4/28/94

1. The Brief Calendar for 1994-95 meets the State Education Department requirement of 180 state aidable days in all districts and at all levels.
2. The Brief Calendar includes a Midwinter Recess.
3. All schools will be open on Election Day, November 8, 1994, for staff development activities only. Students will not be in attendance.
4. As a result of half days 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.
5. Calculations of aidable days incorporate Superintendent Conference/Regents Examination Days. Under Commissioner's Regulations, Superintendent Conference Days may include general staff orientation, 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.
6. The school calendar takes into account the following centrally-scheduled half days: early dismissal for kindergarten students on September 12 and 13, and, to be designated, two Parent/Teacher Conference half days (one in the Fall Term and one in the Spring Term); one half day for scoring the PCT test in late January (middle schools only); one April test preparation half day (kindergarten through grade 6 only); one professional development half day in May for Grades 4 through 6 in elementary schools and all grades in middle schools; and two June clerical half days for elementary and middle schools only. Separate notifications will be forthcoming regarding all of these centrally-scheduled half days. An early dismissal of students is permitted on the last day of school provided students requiring individual work receive guidance and assistance on the afternoon of the last day. **Aside from these centrally scheduled half days, or the restricted early dismissal on the last day of school, no other half days should be scheduled without prior approval of the Chief Executive of 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 of Monitoring for information on how that program affects half days.**
7. Prior to requesting half day approval of the Chief Executive of Monitoring, the following should be considered. In weeks when a single scheduled professional development half day from kindergarten through grade 6 is requested, students must still receive 25 hours of instruction, exclusive of lunch. As concerns such a requested half day through grade 6 in weeks shortened due to holidays, the instructional time per school day in the shortened week must not be less than an average of 5 hours, exclusive of lunch. Further clarification and information on exceptions are available upon request from the Chief Executive of Monitoring.
8. In a week when, exclusive of lunch, 25 hours of instruction, or a 5 hour school day average in shortened weeks, are maintained for kindergarten through grade 6 students, and a half day, **approved by the Chief Executive of Monitoring**, is scheduled, schools may designate that half day as a regular day of instruction for purposes of the Period Attendance Report.



CITY SCHOOL DISTRICT OF THE CITY OF NEW YORK

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Number:

B-101

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BRIEF CALENDAR FOR 1994-95

Page:

4 of 4

Issued:

4/28/94

9. As concerns Grades 7 and above, generally a half day results in there being less than the required minimum of 27.5 hours of instructional time in a week, exclusive of lunch. Therefore, in almost all instances, a half day for grades 7 and above, which must also be approved by the Chief Executive of Monitoring, should be designated as a non-instructional day for purposes of the Period Attendance Report. Exceptions pertain to: The two Parent-Teacher Conference half days, the half day for scoring the PCT test in late January (to be designated), and the restricted early dismissal on the last day of school. The half day for scoring the PCT Test in late January should be designated as a regents day for the purposes of the PAR. The other three days should be designated as a regular day of instruction for purposes of the Period Attendance Report. Further clarifications on reporting requirements are available from the Office of Student Information Services.
10. At the elementary school level, except for kindergarten, there are 186 aidable days (185 in Brooklyn and Queens schools), 183 of which (182 in Brooklyn and Queens schools), are instructional. At the kindergarten level, there are 184 aidable days (183 in Brooklyn and Queens schools), 183 of which (182 in Brooklyn and Queens schools), are instructional.
11. At the intermediate and junior high school level, there are 183 aidable and instructional days (182 in Brooklyn and Queens schools).
12. At the high school level, there are 182 aidable days (181 in Brooklyn and Queens schools), 179 of which (178 in Brooklyn and Queens schools), are instructional.
13. Staff development activities on September 9, and November 8, 1994 (only November 8, 1994 in the high schools), can serve to meet needs that are mandated or of high priority, such as mathematics and science education, special education, bilingual education, outcome-based education, multi-cultural and inter-disciplinary education, and violence prevention/child abuse.
14. Schools will not be in session on Rosh Hashanah (two days), Yom Kippur, Columbus Day, Veterans Day, Thanksgiving Day and the day after Thanksgiving, Winter Recess (December 26 through January 2), Dr. Martin Luther King, Jr. Day, Spring Recess (April 14 through April 21, including Good Friday, Easter and Passover), Memorial Day and, in Brooklyn and Queens only, Anniversary Day. During the Midwinter Recess (February 20 through February 24, including Washington's Birthday observed), schools will be open for activities planned for public school students.
15. 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.