

**2009-2010 Prekindergarten Programs
SCHOOL YEAR CALENDAR
May 12, 2009**

The School Year Calendar mandates that school sessions begin for all Prekindergarten students on Wednesday, September 9, 2009 and includes a Midwinter Recess (Monday, February 15 through Friday, February 19, 2010). It reflects that on Tuesday, November 3, 2009, and Thursday, June 10, 2010, Prekindergarten students in all five boroughs will NOT be in attendance, but schools in all five boroughs will be scheduled for a Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. The calendar must be adhered to without exception, unless notifications of subsequent changes are received pursuant to collective bargaining agreements or for other reasons, provided these other reasons are not inconsistent with collective bargaining or legal obligations.

The first revision pertains to Tuesday, September 8, 2009, teachers and other staff as listed below will report back on this day. The second revision involves Wednesday, September 9, 2009; this day is scheduled as the first day of school for all students. The last revision includes Monday, June 28, 2010; this day is scheduled as the last day of school for all students.

2009

September	7, Monday	Labor Day
September	8, Tuesday	Classroom Teachers, Bilingual Teachers in School and Community Relations, Guidance Counselors, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, Educational Paraprofessionals (except for School Secretaries, Psychologists and Social Workers) report. School Secretaries, Psychologists and Social Workers report for a regular work day. Employees in titles not listed should consult the applicable collective bargaining agreement. For all UFT-represented employees who, pursuant to the June 22, 2009 agreement, report to school on the Tuesday following Labor Day, that Tuesday shall be utilized first and foremost for preparation of the classroom and for the arrival of students. If time permits, the remainder of the day may be utilized for professional development. Students will not be in attendance.
September	9, Wednesday	SCHOOL SESSIONS BEGIN FOR ALL STUDENTS. <ul style="list-style-type: none"> • Partial school time for Prekindergarten Public School students.
September	10, Thursday	<ul style="list-style-type: none"> • Partial school time for Prekindergarten Public School students.
September	11, Friday	<ul style="list-style-type: none"> • Partial school time for Prekindergarten Public School students.
September	14, Monday	First Full day for all PreKindergarten Public School students.
September	28, Monday	Yom Kippur
October	5, Monday	Non-Attendance Day +
October	12, Monday	Columbus Day
November	3, Tuesday	Election Day Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. Students will not be in attendance.
November	11, Wednesday	Veterans Day

November	26,	Thursday and	Thanksgiving Recess
November	27,	Friday	
December	11,	Friday	Non-Attendance Day +
December	24,	Thursday through	Winter Recess (including Christmas and New Year's Day). Students return to school on Monday, January 4, 2010.
January	1,	Friday	

2010

January	18,	Monday	Dr. Martin Luther King, Jr. Day
January	25,	Monday	15 th Annual Interagency Early Childhood Professional Development Institute &
February	15,	Monday through	Midwinter Recess (including Washington's Birthday)
February	19,	Friday	
March	5,	Friday	Non-Attendance Day +
March	29,	Monday through	Spring Recess (including Good Friday, Easter and Passover); Students return to school on Wednesday, April 7.
April	6,	Tuesday	
April	23,	Friday	Non-Attendance Day +
May	31,	Monday	Memorial Day Observed
June	10,	Thursday	Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. School staff report to work if required by their collective bargaining agreement. Students IN ALL FIVE BOROUGHES will NOT be in attendance.
June	28,	Monday	LAST DAY FOR ALL STUDENTS An early dismissal of students is to be scheduled on Monday, June 28 under the guidelines outlined in Section 13 below. Last day for all Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, and last day for Paraprofessionals.

The school year calendar incorporates the following understandings:

1. That two Chancellor's Conference Days are to be used for staff development related to the Regents High Learning Standards and Assessments (November 3 and June 10);
2. That this calendar does not preclude subsequent changes that may be made pursuant to collective bargaining agreements or for other reasons, but in no case can this calendar or subsequent changes result in a loss of state aid;
3. That all requests for shortened sessions resulting in early dismissals of students and any other changes in this calendar must be submitted to <http://schools.nyc.gov/Calendar/changerequests.htm>. Subsequent to receiving approval, 4 weeks prior notification to parents must be provided;
4. That the Chancellor shall use the power vested in him by law when, in violation of this citywide Prekindergarten calendar, a school is closed or shortened sessions (defined in section 8 below) are scheduled without prior authorization.

The following should also be noted:

5. The Prekindergarten Calendar for 2009-2010 meets the State Education Department requirement of a minimum of 180 state aidable days in all schools in the City School District.

6. All schools will be open citywide on Election Day, Tuesday, November 3, 2009 and on Thursday, June 10, 2010 for a Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. On both days students in all five boroughs will not be in attendance.
7. All schools will be open on Friday, February 12, 2010 and students will be in attendance.
8. As a result of professional/Chancellor Conference Days, 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 when school is in session for Prekindergarten for less than 2 ½ hours of instruction, exclusive of lunch.
9. Calculations of aidable days incorporate Chancellor Conference/Regents Examination Days. Under Commissioner's Regulations, Chancellor 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.
10. In part, the Prekindergarten calendar takes into account the following citywide centrally-scheduled shortened sessions: two Parent-Teacher Conference shortened sessions (one in the Fall Term and one in the Spring Term), and other citywide shortened sessions. Separate notifications will be forthcoming regarding all of these citywide centrally-scheduled shortened sessions. An early dismissal of students is to be scheduled on the last day of school, subject to the guidelines outlined in section 11 below.
11. As concerns the early dismissal of students on the last day of school (Monday, June 28, 2010), the day should be recorded as a regular day of instruction for purposes of the Period Attendance Report, and schools must adhere to the following guidelines: students are required to attend school, pupil attendance must be taken, recorded and reported as part of the average daily attendance, and students are to receive instruction and/or guidance and assistance as needed. Schools should provide at least 4 weeks prior notice to parents and to the Office of Pupil Transportation regarding the specific time they have set for the early dismissal at their site.
12. To avoid the risk of a reduction in State Aid, and to limit impacts on bus scheduling for students, schools will not be closed or shortened sessions (defined in section 8 above) will not be scheduled without prior authorization. Prior to requesting, on a timely basis, shortened session requests, the following should be considered: in weeks when a single scheduled shortened session for prekindergarten is requested, the school must still be in session for 12 1/2 hours of instruction, exclusive of lunch. When a shortened session is scheduled during a 4 day week (for instance, when the week includes a holiday), the school must still be in session for 10 hours of instruction over that week, exclusive of lunch. Further clarification and information on exceptions are available upon request.
13. Staff development activities must meet needs that are mandated or of high priority, including implementation of the new comprehensive, system-wide instructional approach to literacy and mathematics under the Children First initiative, school violence prevention and intervention, the implementation of the Continuum for Students with Disabilities, performance standards, science education, assessments, etc., as they relate to general, special and bilingual education.
14. Schools will not be in session on Labor Day, Yom Kippur, Columbus Day Observed, Veterans Day, Thanksgiving Day and the day after Thanksgiving, Winter Recess (Thursday, December 24 through and including Friday, January 1, including Christmas and New Year's Day), Dr. Martin Luther King, Jr. Day, Mid-Winter Recess (February 15 through February 19, including Washington's Birthday), Spring Recess (March 29 through and including April 6, including Good Friday, Easter and Passover), and Memorial Day. On Tuesday, November 3, 2009 (Election Day), and on Thursday, June 10, 2010 (Anniversary Day), a Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments is scheduled in all five boroughs. Students IN ALL FIVE BOROUGHES will NOT be in attendance on either day. (Under Section 2586 of the Education Law, Anniversary Day is the first Thursday in June, or the second Thursday in June when the first Thursday falls within the same week as Memorial Day.)
15. SCHEDULING OF HALF DAY PREKINDERGARTEN PROGRAMS AT PUBLIC SCHOOL SITES. The fall term and spring term sessions should be equal in length for all prekindergarten children. For the afternoon session of the Fall Parent Teacher Conference, pupils who attend A.M. prekindergarten programs should attend the morning session. Pupils who attend the P.M. prekindergarten programs will not attend school on that day. For the afternoon session of the Spring Parent Teacher Conference, pupils who attend P.M. prekindergarten programs should attend the morning session, and the pupils who attend A.M. prekindergarten programs will not attend on that day,

- Partial school time for Public School Students/Staggered Entrance. It is recommended that an Orientation Session take place on Wednesday September 9, 2009 for the parents of all Prekindergarten students. This session is to help families with the transition process. **Parents or caregivers should be notified** so that they can make appropriate plans regarding the schedule, pick up and drop off. For assistance with staggered entrance, orientation or phase-in planning, please contact the Office of Early Childhood Education at 212.374.0351 or earlychildhood@schools.nyc.gov or visit the Early Childhood Website at: <http://schools.nyc.gov/Academics/EarlyChildhood/default.htm>. A **sample** staggered schedule to help children adjust is as follows:

Full day Programs:

Date	Activity
Wednesday, September 9, 2009	Two groups of 9 children attend in the A.M. 1st group from 9:00 – 10:00 2nd group from 10:30 – 11:30
Thursday, September 10, 2009	Two groups of 9 children attend in the A.M. 1st group from 8:30 – 10:00 2nd group from 10:30 – 12:00
Friday, September 11, 2009	Entire Class will be in for a shortened session from 8:30 to 11:00.
Monday September 14, 2009	Entire class will be in session based on the school's full day schedule.

Half Day Programs:

Date	Activity
Wednesday, September 9, 2009	Two groups of 9 children assigned to the A.M. class attend: 1st group from 8:30 – 9:30 2nd group from 10:00 – 11:00
	Two groups of 9 children assigned to the P.M. class attend: 1st group from 11:50 – 12:50 2nd group from 1:00 – 2:00
Thursday, September 10, 2009	Two groups of 9 children assigned to the A.M. class attend: 1st group from 8:30 – 9:30 2nd group from 10:00 – 11:00
	Two groups of 9 children assigned to the P.M. class attend: 1st group from 11:50– 12:50 2nd group from 1:00– 2:00
Friday, September 10, 2009	Entire A.M. class will be in for a shortened session for 1 hour and 45 minutes.
	Entire P.M. class will be in for a shortened session for 1 hour and 45 minutes.
Monday September 14, 2009	Entire class will be in session based on the schools' half day schedule.

+ Non-attendance days are designed for staff to participate in professional development activities that meet the Chancellor's mandate, (See 13 above). In addition, the Office of Early Childhood Education provides professional development related to the successful implementation of a high quality program. Information is based on current research, performance standards, assessment, integrated curricula etc., as it relates to the cognitive, social and emotional, aesthetic and physical development in all prekindergarteners including English Language Learners and children with disabilities.

& The 15th Annual Interagency Professional Development Institute is a free additional opportunity for staff to participate in a variety of professional development activities.