

CATHOLIC ELEMENTARY SCHOOLS (Jeff. Co.)

SCHOOL CALENDAR

2009 – 2010

☐ Holiday
☐ Paid Holiday
📖 Conference Day
❖ Professional Development
☩ Holy Day

I TRIMESTER				
M	T	W	TH	F
AUGUST				
3	4	5	6	7
10	11	12	13	14❖
17	18	19*	20	21
24	25	26	27	28
31				
SEPTEMBER				
	1	2	3	4
7P	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
OCTOBER				
			1📖	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
NOVEMBER				
2	3❖	4	5	6
9	10	11	12	13

II TRIMESTER				
M	T	W	TH	F
NOVEMBER				
16	17	18	19	20
23	24	25	26P	27
30				
DECEMBER				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25P
28	29	30	31	
JANUARY				
				1
4	5	6	7	8
11	12	13	14📖	15
18	19	20	21	22
25	26	27	28	29
FEBRUARY				
1	2	3	4	5
8	9	10	11	12
15❖	16	17	18	19
22	23	24	25	26

III TRIMESTER				
M	T	W	TH	F
MARCH				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
APRIL				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
MAY				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26📖	27	28
31P	JUNE			
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

CATHOLIC SCHOOLS WEEK: January 24 - 30
 OCEA: October 8 – 9 (Cincinnati)
 October 21 – Elementary Open House

ACRE Assessment February 22-26
 Terra Nova Testing: March 8 - 19

EASTER: April 4
 Week in June -- Professional Development

60 Instructional Days
 2 Prof. Day/Holiday (Selected by School)
 1 Paid Holiday
 1 Holiday

59 Instructional Days
 1 Prof. Dev./Holiday (Selected by School)
 2 Paid Holiday
 14 Holidays

56 Instructional Days = 175 TD
 Prof. Day/Holiday = 3 PD
 1 Paid Holiday = 4 PH
 Professional Dev. Days = 3 OP
 TOTAL = 185 DAYS
 7 Holidays = 22 H

Aug. 14 - Opening Event/Prof. Dev.
 Aug. 19 - First Day of Instruction
 Sept. 7 - Labor Day Holiday
 Oct. 1 - P-T-S Conference
 Oct. 2 - Holiday
 Oct. 8-9 - OCEA (Cincinnati)
 Nov. 3 - Prof. Dev./Holiday

Nov. 25 – 27 - Thanksgiving
 Dec. 21– Jan 1 - Christmas Holidays
 Jan. 18 - M.L. King Holiday
 Jan. 14 - P-T-S Conference
 Jan. 15 - Holiday
 Jan. 24 – Jan. 30 - Catholic Schools Week
 Feb. 15 - Prof. Dev./Holiday

April 2 - Good Friday
 Apr. 5- Apr. 9 - Spring Break
 Apr. 30 - Derby Eve Holiday
 May 31 - Memorial Day Holiday
 May 26 - P-T-S Conference

1. Includes 0 inclement weather days.
2. Schools shall provide a minimum of 175 instructional days including 1,062 instructional hours.
3. Any modifications to this calendar must be approved by the parish school board (or equivalent group) and pastor and copy sent to Office of Lifelong Formation and Education by June 15, 2009.
4. Professional development opportunities are provided in June.
5. January and February are suggested times for Catholic school pre-registration

CALENDAR NOTES

2009-2010

I. OVERVIEW

Schools inside Jefferson County - The school calendar in the Jefferson County area is a system wide calendar. Exceptions on the local parish level, though permitted with pastor and school board approval, are to be entertained only for serious reasons, **AND MUST ALWAYS FULLY COMPLY WITH ARCHDIOCESAN POLICY**. The revised calendar should be submitted to Leisa Schulz, Superintendent of Schools prior to publication.

Alterations in a school's calendar must meet the requirements for **175 instructional days, and 1,062 instructional hours**. Schools have a total of **three (3) professional development days** to schedule during the school year. The three (3) professional development days are in addition to the following: **three (3) professional development days scheduled in the 2009-10 calendar**, four (4) paid holidays, and **no** inclement weather days.

The only approvable activities for an instructional day are as follows:

- courses and activities pertaining to Archdiocesan Curriculum Framework and Content Guidelines;
- enrichment/innovative program approved by the Local School and OLFE;
- co-curriculum activities directly related to the instructional program;
- homeroom, not to exceed 20 minutes per day;
- daily registration.

Partial days count only for actual hours of instruction – e.g. two 3-hour days of teaching = 1 instructional day, three 4 hour days = 2 instructional days.

Schools outside Jefferson County are expected to adopt their own calendar, as it relates to local public schools, transportation, etc. All schools adopting an alternate calendar are to send the modified calendar to Office of Lifelong Formation and Education **by June 15**, or within one week of the date the decision was made to change.

II. PROFESSIONAL DEVELOPMENT DAYS

The 2009-10 calendar includes six (6) professional development days. **Three potential professional development days** have been scheduled on August 14, November 3, and February 15. Schools may participate in individual, school-wide, regional, and/or archdiocesan professional development opportunities on those days. The **remaining three professional development days** are to be scheduled at the local school level to support needed professional development activities. Schools may move the **November 3 and February 15** professional development days scheduled in the 2009-10 calendar to different dates to accommodate local professional development needs.

The six professional development days should be scheduled within the contract period and are in addition to the **175 instructional days and 1,062 instructional hours and four paid holidays**.

III. SCHOOL DAYS AND/OR HOURS MISSED

A minimum of 175 days, and 1,062 hours of instruction must be provided. Office of Lifelong Formation and Education will support as the only exception: **One to three days for PTS Conferences during the 2009-10 school year that meet the requirements of archdiocesan policy 6350.**

In the case of emergency - like boiler breaks, water cut off, snow, etc.:

Full days missed must be made up on a full day basis. The 2009-10 calendar has no inclement weather days built in. If days need to be made up to meet the 175 instructional days required, they may be scheduled at the end of the year, on previously scheduled holidays, etc.

IV. STUDENT ATTENDANCE (7/84)

703 KAR 2:050 regarding student attendance reporting is clarified as follows:

- a. Occasional absences shall be reported in increments of one-half day. Attendance for the majority of the instructional periods shall be required in order to count the one-half day.
- b. Absences on a regular basis for one or more periods for the majority of the days in a school month shall be reported on a period basis. Districts shall not vary the schedule of students during the school month in order to circumvent the intent of this subsection.

V. PTS CONFERENCES

Three conference times are provided in the school calendar, one each trimester. The conferences may be scheduled anytime after 3:00 P.M. on the day prior to the scheduled conference days. The remaining conferences should be scheduled on the following days (including evenings) as needed. Students will be marked absent if not in attendance at the conference (this applies to the third and final conference, as well as the other two conferences). Please see archdiocesan policy 6350.

VI. PRE-REGISTRATION PROCESS

Registration process and date are left to the discretion of the local school. Registration day **may not** be included as a school day. It does not meet the standard of the six-hour day. Suggested pre-registration months include January and February. Registration in the fall may not be included as a school day.