



# Regina Roman Catholic Separate School Division # 81

<b>Curriculum &amp; Instruction 8720</b> <hr/> <b>Organization of the School Day and School Year</b>	<b>Administrative Application</b>	
	<b>Effective:</b>	January 27, 2015
	<b>References:</b>	The Education Act, 1995, Sec. 163 to 167 Guidelines for Considering Changes to the School Year/ School Day, Sept. 2006 STF Statement of Policy and Bylaws, Sec. 3.3.1 ER General Executive Constraint
	<b>Status:</b>	Operational

## Preamble

Schools shall plan and organize the school day and school year in compliance with *The Education Act* and in accordance with regulations pursuant to this application.

## Application

1. All proposals for adjustments to the school day or school year shall adhere to provincial program and curricular requirements and shall provide for an adequate amount of pupil instructional time to fulfill those requirements.
2. All proposals for adjustments to school day or school year shall comply with relevant provincial legislation and shall be capable of fair application of provincial and local collective bargaining agreements.
3. All proposals for adjustments to the school day or school year shall take into account practical considerations involving the Ministry of Education.
4. Requests for adjustments within limitations of *The Act*
  - a. Requests for permission to formally consider adjustments to the school day or school year *within* limitations of *The Act* are subject to designated superintendent approval and shall include:
    - i. A description of the proposal including stated rationale and objectives.
    - ii. A description of the consultation process planned for considering the proposal, including an outline of planned opportunities for stakeholder input.
    - iii. An indication of perceived educational benefits.
    - iv. An indication of anticipated costs.
  - b. Requests to proceed with adjustments to school day or school year arising from regulation 4(a), on a pilot basis, are subject to designated superintendent approval.
  - c. Requests to maintain adjustments to the school day or school year arising from regulation 4(a) and 4(b) on an ongoing basis are subject to designated superintendent approval and shall include a formal evaluation of the approved pilot phase in regulation 4(b).



5. Requests for adjustments exceeding limitations of *The Act*
- a. Requests for permission to formally consider adjustments to the school day or school year *exceeding* limitations of *The Act* are subject to preliminary Board approval and must proceed in accordance with Ministerial requirements and administrative applications. Such requests shall include:
    - i. A detailed description of the proposal including stated rationale and objectives.
    - ii. A detailed description of the consultation process planned for considering the proposal, including an outline of planned opportunities for stakeholder input.
    - iii. An indication of perceived educational benefits.
    - iv. An indication of anticipated costs.
  - b. Requests for permission to proceed with adjustments to the school day or school year arising from regulation 5(a) are subject to preliminary Board approval and must proceed in accordance with Ministerial requirements and administrative applications. Such requests shall include:
    - i. A detailed description of the proposal including stated rationale and objectives.
    - ii. Evidence of substantial support for the proposal arising from consultation within the school division.
    - iii. A detailed description of the Board's consultation process with parents, pupils, staff, business owners, and residents within the school division and with other affected school divisions.
    - iv. A detailed proposed calendar and school day with the respect to the number of school days, length of school day, number of instructional hours, vacation periods and holidays, and lunch and recess periods.
    - v. Evidence of a written agreement between the parties to a collective agreement to any formal changes in terms of that agreement that are necessitated by the proposal.
    - vi. A plan to evaluate the alternative school day or school year.
    - vii. Reported outcomes of the consultation process approved in Regulation 5(a), including stakeholder input.
    - viii. Educational impact analysis.
    - ix. Cost analysis.
  - c. Requests to continue with adjustments to the school day or school year *exceeding* limitations of *The Act* are subject to Board approval and must proceed in accordance with Ministerial requirements and administrative applications pursuant to this policy.