

HWDSB

Standing Committee

Monday, January 14, 2019

Trustee Board Room

Hamilton-Wentworth District School Board

20 Education Court, P.O. Box 2558

Hamilton, ON L8N 3L1

AGENDA: Immediately following Board Meeting

1. Call to Order
2. Approval of the Agenda
3. Declarations of Conflict of Interest

Reports from Staff:

4. [School Year Calendar 2019-2020 – Elementary & Secondary](#)
5. Adjournment

Meeting times and locations are subject to change. Please refer to our website for the latest information.

<http://www.hwdsb.on.ca/trustees/meetings/>

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EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: Manny Figueiredo, Director of Education

DATE: January 14, 2019

PREPARED BY: Jeff Gillies, Superintendent of Student Achievement

RE: 2019-20 Draft School Year Calendars

Action Monitoring

Recommended Action:

That the draft 2019-20 School Year Calendars be approved for public consultation.

Rationale/Benefits:

The 2019-20 School Year Calendars (Elementary and Secondary) have been prepared in consultation with the School Year Calendar Advisory Committee and endorsed by Executive Council.

The calendars comply with *Regulation 304, School Year Calendars and Professional Activity Days*.

The Ministry of Education requires that school boards submit approved school year calendars for the subsequent year by May 1. As per the requirements of O. Reg 304, the deadline for submission of regular school calendars is May 1, 2019.

Public consultation will be undertaken from January 29 to March 1, 2019 to receive community feedback regarding the draft calendars.

Background:

Regulation 304, School Year Calendar, Professional Activity Days sets the requirements for preparation and submission of school year calendars to the ministry. This includes a minimum of 194 school days between September 1 and June 30. Of those, school boards must dedicate three (3) Professional Activity (PA) days to provincial education priorities and up to four (4) additional PA days per school year. A board may also designate up to 10 school days as examination days.

Development of the 2019-20 school year calendar has been undertaken in consultation with the School Year Calendar Advisory Committee that consists of members representing: Elementary and Secondary Principals (HWPC); Elementary and Secondary Teachers (HWETL, OSSTF, HWOTL); Parents (Home &

School; PIC); Educational Assistants (COPE), Early Childhood Educators (HWDECEL), and School Office Assistants (OCTU).

The School Year Calendar Advisory Committee met in December to review the directions provided by the Ministry and develop draft elementary and secondary calendars for consideration. The committee will meet again in March to review feedback through the public consultation process and provide further input. The consultation process will also include a review of draft calendars of the coterminous board and neighbouring school boards where available.

Executive Council and the School Year Calendar Advisory Committee supports the school year calendars (Appendix – 1) that include:

Elementary

Start Date for Students: Tuesday September 3, 2019

End Date for Students: Thursday June 25, 2020

Professional Activity Days: 7

September 20, November 8, November 29, January 24, March 6, June 5, June 26

Secondary – Semester 1

Start Date for Students: Tuesday September 3, 2019

End Date for Students: Wednesday January 22, 2020

Examination Days: (5) Thursday January 23 to Wednesday January 29, 2020

Professional Activity Days: 4

September 20, November 8, November 29, January 30

Secondary – Semester 2

Start Date for Students: Friday January 31, 2020

End Date for Students: Wednesday June 17, 2020

Examination Days: (5) Thursday June 18 to Wednesday June 24, 2020

Professional Activity Days: 3

March 6, June 25, June 26

Professional Activity Days

Dates for Professional Activity (PA) days have been carefully determined through Executive Council to prioritize timely professional learning opportunities for staff that adhere to provincial requirements and maximize influence on student learning, achievement and well-being. These dates have been informed by the School Year Calendar Advisory Committee that includes representation from all employee groups as well as HWDSB Parent Involvement Committee and Council of Home and School Association.

	ELEMENTARY	Focus		SECONDARY	Focus
CX	September 20	Improvement Process & Mandatory Occupational Health & Safety Training	CX	September 20	Improvement Process & Mandatory Occupational Health & Safety Training
X	November 8	Parent Reporting	X	November 8	Improvement Process
CX	November 29	Improvement Process	CX	November 29	Improvement Process
C	January 24	Evaluation & Reporting		January 30	Transition/Promotion
CX	March 6	Improvement Process	CX	March 6	Improvement Process
C	June 5	Evaluation & Reporting	C	June 25	Transition/Promotion
CX	June 26	Improvement Process	X	June 26	Improvement Process

C=Coterminous Board PA Day

X=Joint elementary and secondary PA Day

Board-wide Professional Activity Days (September 20, November 29, March 6, and June 26) will focus on the Continuous Learning & Improvement Process aligned with HWDSB Annual Plan. Educators will engage in professional learning at the beginning, middle and end of the school year to review data, identify student needs and skill gaps and plan for purposeful instruction to improve student achievement and well-being.

Consultation with the coterminous board is taking place to align of PA days wherever possible to reduce costs and disruption.

Required School Year Holidays (based on O. Reg. 304 (4))

Labour Day	September 2, 2019
Thanksgiving	October 7, 2019
Winter School Holiday Break	December 23, 2019 to January 3, 2020
Family Day	February 17, 2020
March School Holiday Break	March 16 to March 20, 2020
Good Friday	April 10, 2020
Easter Monday	April 13, 2020
Victoria Day	May 18, 2020

Public Consultation

The Draft 2019-20 School Year Calendars along with an overview/rationale of proposed PA Day topics will be posted on the HWDSB website from January 29 to March 1 for public feedback (Appendix – 2). Results of the consultation will be analysed by HWDSB Research & Analytics Dept. and provided for review by Executive Council and the Board of Trustees prior to final approval of the calendars for submission to the Ministry of Education by May 1, 2019.

4-4
DRAFT - HWDSB 2019-2020 SCHOOL YEAR CALENDAR - ELEMENTARY

Month	Instr. Days	PA Days	Exam Days																												
				M	T	W	T	F		M	T	W	T	F		M	T	W	T	F	M	T	W	T	F		M	T	W	T	F
Aug.							1	2		5 H	6	7	8	9		12	13	14	15	16	19	20	21	22	23		26	27	28	29	30
Sept.	19	1		2 H	3 FD	4	5	6		9	10	11	12	13		16	17	18	19	20 PA	23	24	25	26	27		30				
Oct.	22				1	2	3	4		7 H	8	9	10	11		14	15	16	17	18	21	22	23	24	25		28	29	30	31	
Nov.	19	2						1		4	5	6	7	8 PA		11	12	13	14	15	18	19	20	21	22		25	26	27	28	29 PA
Dec.	15			2	3	4	5	6		9	10	11	12	13		16	17	18	19	20	23 B	24 B	25 H	26 H	27 B		30 B	31 B			
Jan.	19	1				1 H	2 B	3 B		6	7	8	9	10		13	14	15	16	17	20	21	22	23	24 PA		27	28	29	30	31
Feb.	19			3	4	5	6	7		10	11	12	13	14		17 H	18	19	20	21	24	25	26	27	28						
Mar.	16	1		2	3	4	5	6 PA		9	10	11	12	13		16 B	17 B	18 B	19 B	20 B	23	24	25	26	27		30	31			
Apr.	20					1	2	3		6	7	8	9	10 H		13 H	14	15	16	17	20	21	22	23	24		27	28	29	30	
May	20							1		4	5	6	7	8		11	12	13	14	15	18 H	19	20	21	22		25	26	27	28	29
June	18	2		1	2	3	4	5 PA		8	9	10	11	12		15	16	17	18	19	22	23	24	25 LD	26 PA		29	30			
July						1 H	2	3		6	7	8	9	10		13	14	15	16	17	20	21	22	23	24		27	28	29	30	31
	187	7																													

FD	FIRST DAY FOR STUDENTS	PA	SYSTEM-WIDE PROFESSIONAL ACTIVITY DAY	B	SCHOOL HOLIDAY
LD	LAST DAY FOR STUDENTS	PA	PROFESSIONAL ACTIVITY DAY	H	STATUTORY HOLIDAY

- As per the requirements of O. Reg 304, the school year shall commence on or after September 1 and will end on or before June 30.
- The minimum number of school days required in a school year calendar is 194. Any school days not designated as professional activity days are to be regarded as instructional days. As a result, the minimum number of instructional days per school year is 187.
- School boards may designate up to seven professional activity (PA) days per school year. Three of those PA days must be devoted to provincial education priorities identified by the Minister.
- A board may designate up to ten instructional days as examination days.
- The deadline for submission of regular school calendars is May 1st.

4-5
DRAFT - HWDSB 2019-2020 SCHOOL YEAR CALENDAR - SECONDARY

Month	Instr. Days	PA Days	Exam Days	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
Aug.							1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
Sept.	19	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
Oct.	22				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
Nov.	19	2						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
Dec.	15			2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
Jan.	19	1	5			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
Feb.	19			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
Mar.	16	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
Apr.	20					1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
May	20							1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
June	18	2	5	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
July						1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
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