

**Policy 2200: School Year, Calendar, and Instructional Hours**

**Status:** ADOPTED

**Original Adopted Date:** 09/11/2017 | **Last Revised Date:** 05/15/2019 | **Last Reviewed Date:** 05/15/2019

**SECTION 1. SCHOOL CALENDAR**

1.1 The Caldwell School District Board of Trustees shall comply with I.C. 33-512 (Governance of Schools) and shall annually establish the days of the year and the hours of the day when schools shall be in session.

1.2 It is in the best interest of the School District to involve various stakeholders in an advisory capacity in the consideration of the school calendar to be enacted by the Board of Trustees; therefore

1.3 The Board of Trustees shall form a Calendar Committee.

**SECTION 2. FORMATION OF THE CALENDAR COMMITTEE**

2.1 A calendar committee of the Board of Trustees will be formed as follows:

2.2 The Calendar Committee shall be known and designated at the "Calendar Committee to the Superintendent"

2.3 Membership Appointment: The members on the Committee shall be appointed annually by the Superintendent/Designee

2.4 Membership Selection: The Superintendent/Designee shall include in the appointment of the following Committee members:

- i. Secondary School Administrator
- ii. Elementary School Administrator
- iii. Secondary teacher with recommendation by the Superintendent
- iv. Elementary teacher with recommendation by the Superintendent
- v. Secondary teacher with recommendation by the Association President
- vi. Elementary teacher with recommendation by the Association President
- vii. District Human Resources Director
- viii. Classified Employee
- ix. Patron

2.5 The Calendar Committee to the Superintendent is charged with the following responsibilities:

2.5.1 To review the school calendar, to propose changes, and to make recommendations to the Superintendent.

2.5.2 To gather input from School District staff and experts as is reasonably necessary and advisable considering best practice.

**SECTION 3. HOLIDAYS/COMMEMORATIVE DAYS**

3.1 School holidays shall include New Year's Day, Martin Luther King, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

3.2 For those commemorative days designated in I.C. § 73-108 that fall on a school day, the teachers and students shall devote a portion of the day to the observance of that holiday.

**SECTION 4. INSTRUCTIONAL HOURS**

4.1 The Caldwell School District shall provide the minimum number of instructional hours for students at each grade level as follows:

4.1.1 Kindergarten: 450 hours;

4.1.2 Grades 1-3: 810 hours;

4.1.3 Grades 4-8: 900 hours;

4.1.4 Grades 9-12: 990 hours; and

4.1.5 Alternative Schools: 900 hours.

**SECTION 5. EMERGENCY SCHOOL CLOSURE**

5.1 Caldwell School District will follow the procedures and guidelines set forth in Policy #2210 School Closure and #2210P School Closure Procedures.

**SECTION 6. SCHOOL FISCAL YEAR**

6.1 The Caldwell School District fiscal year is from July 1 to June 30.

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**Idaho Code § References**

33-512

33-701

**IDAPA References**

08.02.01.250

**Description**

[Governance of Schools](#)

[Fiscal Year - Payment and Accounting of Funds](#)

**Description**

[Pupil Accounting and Required Instructional Time](#)