

Dr. Darlene J. Ruscitti, Regional Superintendent of Schools

DuPage County Regional Office of Education

421 N County Farm Rd

Wheaton IL 60187

Ph: 630.407.5800 – Fax: 630.407.5802

Calendar Options for Use of Legal School Holidays

Effective 7-1-09, Public Act 96-640 amended Section 24-2 of the School code so that districts are no longer required to request a waiver from ISBE to use certain school holidays for purposes other than a holiday. (These holidays are: The birthday of Martin Luther King, the birthday of President Abraham Lincoln, the birthday of Casimir Pulaski, Columbus Day and Veterans' Day). However, to use any of these school holidays for student attendance, teacher institute, parent/teacher conference or staff development activities such as school improvement and inservice training, districts must still hold a public hearing and have school board approval. Once this is done, the provision is valid forever or until the School Code is changed. Since a waiver for this will no longer be issued by ISBE, we ask that districts using this process submit the Legal School Holidays District Response – Process Completed Form to the Regional Office of Education so we will have the documentation needed when approving school calendars as submitted on IWAS. A copy of this form is enclosed, and can also be found on our website under Teachers and Administrators and ROE Reports.

Note: Use of one of these five legal school holidays for anything other than a holiday is prohibited without completing the process above.

We suggest you consider holding a hearing to propose a change in the use of all five of these holidays to have student attendance, institute days, parent teacher conferences, or staff development activities. This would allow you to use any or all of the options without going through the process for each individual change, and once you complete the process you will have the option of keeping the day as a holiday or using one of the available choices.

Calendar Options for Use of Parent-Teacher Conferences

A school district may count as a full-day parent-teacher conference any of the following configurations:

- A minimum of 5 clock-hours of parent-teacher conferences; or
- Both a minimum of 2 clock-hours of parent-teacher conferences held in the evening following a full day of student attendance, and a minimum of 3 clock-hours of parent-teacher conferences held on the day immediately following evening parent-teacher conferences; or
- Multiple parent-teacher conferences held in the evenings following full days of student attendance, in which the time used for the parent-teacher conferences is equivalent to a minimum of 5 clock-hours.

When entering data into the calendar on IWAS, the district should add a brief comment in the explanation section. If an applicant wants to employ a full-day conference configuration not covered by the language above, the applicant will need to request a waiver to ISBE.

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Attention: Gail White

**Legal School Holidays District Response
Process Completed Form**

A public hearing regarding the proposed use of a school holiday was held, and supported by the school board, with notice of the public hearing going to both educators and parents prior to the hearing. The approved changes are shown below.

Legal School Holiday	Requested Modification(s)
Martin Luther King – Birthday	student attendance or
	teacher institute or
	parent/teacher conference or
	staff development or inservice
Abraham Lincoln - Birthday	student attendance or
	teacher institute or
	parent/teacher conference or
	staff development or inservice
Casimir Pulaski Day	student attendance or
	teacher institute or
	parent/teacher conference or
	staff development or inservice
Columbus Day	student attendance or
	teacher institute or
	parent/teacher conference or
	staff development or inservice
Veterans' Day	student attendance or
	teacher institute or
	parent/teacher conference or
	staff development or inservice

District Name & Number: 19-022-5020-46

Date of Public Hearing: 2/18/10

Date School Board Approved:

District Superintendent Signature

Date

We suggest you hold the public hearing and get Board approval for all four modifications for each Legal School Holiday.