



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**M E M O R A N D U M**

**TO:** Roxanne Brower, President  
Members of the School Board

**THROUGH:** Stewart McDonald, Superintendent

**THROUGH:** Chris Aguirre, Assistant Superintendent

**FROM:** Caitlin Montague, Coordinator of Assessment & Accountability

**DATE:** May 1, 2019

**SUBJECT:** FY20 School Calendar Adoption

**Memo No:** SB19-178  
**(Action Item)**

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**NSBSD Strategic Plan Goal:**

2.3.7 Implement common calendar that includes culturally sensitive local needs.

**Recommendation:**

The administration recommends the Board adopt the FY20 school calendars as proposed by each site's School Advisory Council.

**Issue Summary:**

Each year the School Advisory Council (SAC) in each community follows the Board Policy and Administrative Regulation on calendar development and recommends a school calendar to the Board. The administration made the process more flexible in order to allow a culturally sensitive calendar.

**Pertinent Board Policy:**

**BP 6111 SCHOOL CALENDAR (Excerpt)**

The site administrator shall work with the School Advisory Council to prepare the calendar for each site. The Superintendent or designee shall recommend to the School Board school calendars for each site that will meet the requirements of the law as well as the needs of each community, its students and the work year as negotiated with district personnel.

**BP 8200 POWERS AND DUTIES (Excerpt)**

The powers and duties of the School Advisory Council are delegated by the School Board and may be discharged only at a legal meeting conducted according to Board policy and administrative regulations.

The School Advisory Council shall advise the School Board and the administration on all matters concerning the schools and shall perform other duties as prescribed by the School Board.

The School Advisory Council shall seek to represent the interests of the community and communicate those interests to the School Board and administration.

Within the guidelines established by the School Board, the School Advisory Council members shall: (Numbers 1-4 omitted)

*5. Work with the site administrator to prepare a school calendar for the following school year for Board approval;*

Per the Strategic Plan, and Board Policy, the District outlines some of the components, while allowing the School Advisory Council in each community to determine specific dates for the beginning and end of the school year, breaks, etc. The following chart lists who is responsible for each item.

<b>Calendar Component</b>	<b>District Specifies</b>	<b>School Advisory Specifies</b>
183 student/teacher days	X	
New Hire In-service	<ul style="list-style-type: none"> <li>• August 5 - 8</li> </ul>	
6 Holidays	<ul style="list-style-type: none"> <li>• Labor Day</li> <li>• Inuit Day</li> <li>• Thanksgiving and the day after</li> <li>• Christmas Day</li> <li>• New Year's Day</li> </ul>	
3 Workdays	<ul style="list-style-type: none"> <li>• One day before school opens</li> <li>• One day after school closes</li> </ul>	<ul style="list-style-type: none"> <li>• One day at site discretion</li> </ul>
First Day of School		X
Last Day of School		X
Christmas Break		X
Spring Break		<ul style="list-style-type: none"> <li>• Not mandatory, but some sites choose to take one.</li> </ul>
Graduation Date		<ul style="list-style-type: none"> <li>• SAC must ensure no schedule conflicts for board members shared between communities.</li> </ul>
In-service supporting Teacher Evaluation		<ul style="list-style-type: none"> <li>• One day at site discretion</li> </ul>
District In-service Days	<ul style="list-style-type: none"> <li>• October 18 (NSB Alaska Day)</li> <li>• November 11 (NSB Veteran's Day)</li> <li>• January 20 (NSB Martin Luther King Jr. Day)</li> <li>• February 7 (SAC request)</li> <li>• February 17 (NSB President's Day)</li> </ul>	
Cultural In-service Day		<ul style="list-style-type: none"> <li>• One day decided upon by site and Inupiaq Ed Dept.</li> </ul>
Site Specific In-services		<ul style="list-style-type: none"> <li>• Three days are chosen by each SAC for site-specific in-services. These in-services may be at the beginning of the year, on borough holidays, before or immediately following break, etc.</li> </ul>

Start of K3/K4		<ul style="list-style-type: none"> <li>ECE may start up to one week after the first day of school for grades K-12</li> </ul>
Parent Teacher Conferences		<ul style="list-style-type: none"> <li>Dates are selected for Fall and Spring</li> </ul>
State Testing Window	<ul style="list-style-type: none"> <li>Do not schedule break between Mar 25- Apr 26</li> </ul>	

## Background:

The memo from Superintendent McDonald outlined the process for the development of school calendars. The requirements were limited to state law, Board Policy, negotiated agreements, and district in-service dates. Each school has 183 student/teacher days including up to ten in-service days, three teacher workdays, and six teacher holidays, for 192 total teacher days. In addition to the requirements, the calendars also list each school's proposed graduation date.

A calendar rubric was also included with the memo to assist the SAC in preparing a culturally relevant calendar. It is attached.

The district has also changed the dates of the five (5) District In-services to align with North Slope Borough Holidays, as per Board request. It should be noted that the first district in-service is now October 18, nearly one month later than it is normally held.

Original Proposed Date	New Proposed Date
September 20	October 18 (NSB Alaska Day)
October 25	November 11 (NSB Veteran's Day)
January 17	January 20 (NSB Martin Luther King Jr. Day)
February 7	February 7 (No NSB holiday in close proximity)
February 21	February 17 (NSB President's Day)

It should be noted that several School Advisory Councils had comments about the District Inservice changes to Borough holidays. The Barrow SAC requests that regular school be held on November 11 as many community members, staff, and students attend a special ceremony to honor veterans. The Nunamiut School SAC would like to comment that the October Inservice date is during AFN. Per Board request, a Unified Calendar has been drafted by NSBSD Administration. It should be noted that this Calendar was not developed with SAC input, or Inservice Committee input and purely reflects the concerns raised by the Board during the April meeting. School Conference dates as well as Graduation dates are not added as those would need to be discussed between building admin.

The School Advisory Councils' (SAC) recommendations for 2019-2020 calendars are included for approval and adoption.

### Chart of SAC Recommendations by School

School	1st day for teachers	1st day for students	Winter Break	Spring Break	Graduation Date	Last day for students	Last day for teachers
<b>Alak</b>	8/9	8/14	12/20–1/3	None	5/1	5/11	5/13
<b>Harold Kaveolook</b>	8/15	8/21	12/19–1/3	None	5/8	5/22	5/23
<b>Kali</b>	8/12	8/14	12/16–1/2	3/9	5/8	5/15	5/16
<b>Meade River</b>	8/9	8/15	12/19–1/3	None	5/9	5/14	5/15
<b>Nunamiut</b>	8/12	8/15	12/23–1/3	None	5/6	5/13	5/14
<b>Tikigaq</b>	8/10	8/13	12/19–1/3	3/12–3/13	5/8	5/17	5/16
<b>Trapper</b>	8/9	8/14	12/19–1/3	3/19–3/20	5/8	5/15	5/16
<b>Utqiagvik</b>	8/12	8/15	12/19–1/3	None	<b>HMS: 5/12</b> <b>KLC: 5/7</b> <b>BHS: 5/9</b>	5/15	5/16

### Motion:

“I move that the NSBSD Board of Education adopt the FY20 School Calendars as presented in memo SB19-178.”

Moved By \_\_\_\_\_

Seconded By \_\_\_\_\_

Advisory Vote \_\_\_\_\_

Vote \_\_\_\_\_