



# Oak Park Elementary School District 97

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To: Members, Board of Education  
Dr. Carol Kelley, Superintendent of Schools

From: Laurie Campbell, Assistant Superintendent for Human Resources

RE: Calendar Committee Report and Recommendations

Date: February 26, 2019

The District 97 Calendar Committee, which is comprised of representatives from the district's administration, faculty and staff, met on January 23, 2019. The committee reviewed and made necessary updates to the 2018-2019 and 2019-2020 draft calendars. Both calendars are considered draft calendars until May of the final year of each calendar when the Board will take action and officially designate the last day for the school year.

2018-2019 Draft Calendar - The 2018-2019 draft calendar was updated last summer to convert two teacher inservice days to two student attendance days following the approval of the collective bargaining agreement with the Oak Park Teachers Association (OPTA). This change increased the number of student attendance days from the Illinois School Code minimum of 176 to 178 student attendance days.

- ☐ Since approval of the updated 2018-2019 draft calendar in June of 2018, District 97 has had to close school on the following dates due to weather:
  - ☐ Monday, November 26, 2018, closed for a full day of student attendance due to snow
  - ☐ Wednesday, January 30, 2019, closed for a full day of student attendance due to severe cold
  - ☐ Thursday, January 31, 2019, closed for a half day of student attendance due to severe cold
- ☐ According to the 2018-2019 draft calendar, June 5, 6, 7, 10 and 11 are designated as emergency days to be used in the event that school had to be closed during the middle of the term due to weather or other unplanned purposes. The Calendar Committee and District 97 administration is recommending that two of the emergency days be used to make up for the two full days that school was closed on November 26 and January 30. As a result, June 5th and June 6th will be converted to student attendance days. The administration is recommending that the January 31st half day of student attendance not be made up. Teachers came to work on the afternoon and evening to conduct scheduled parent-teacher conferences.
- ☐ The final 2018-2019 calendar reflecting these changes will be brought to the Board for action in May once winter is over.

2019-2020 Draft Calendar - The 2019-2020 draft calendar was approved by the Board of Education last winter prior to the completion of negotiations with the OPTA. The committee updated the 2019-2020 draft calendar to reflect 178 student attendance days and is recommending that June 5th and February 14th be changed from Teacher Institute Days to student attendance days.

The Board has requested that all reports address the following questions:

- **Equity:** What are the differential experiences of children by achievement level and by household income? (Could be a slightly different set of categories, for example, single parents, households with an without internet access, etc.) What is being done to achieve equity or balance in other ways?

The committee is presenting a draft calendar more than one year in advance so that all families may be able to plan in advance for days when school is not in session.

- **Communication with key stakeholders:** What is being done/has been done to elicit include feedback/ideas from teachers, parents, older students, administrators, or other key stakeholders. What are the most common concerns and positive comments received and how are they being addressed?

The committee is comprised of teachers from the Oak Park Teachers' Association, school office staff, and district administrators. Prior to starting work on the 2020-2021 calendar, the administration consulted with the Director of Buildings and Grounds to seek input on the start date given the work that needs to be done in the schools in the

summer months. Minutes from the Calendar Committee Meeting were shared with the district's Education Council at their February meeting. Information about the District 200 2020-2021 calendar was gathered and provided to the committee for consideration while working on the various calendars.

- **Evaluation and on-going improvement:** What are the goals of this particular activity - how do we know if it is successful or not? What is the plan for measurement of how implementation is going? What "hard" data will be captured and what 'soft' data (impressions, opinions, etc.) will be incorporate? What information (not anecdotes) is available at this stage?

Establishing the calendar is an annual process that involves input from teachers, support staff, administration with final approval by the Board of Education.

- **Resource requirements:** What resources are involved in this implementation/activity? This should include not just direct dollars, but class time, teacher prep/planning time, parental inputs, school facilities drawn from other purposes, etc. How do we reflect on how well they are being put to use, if greater efficiencies are required, or if more resources could profitably be devoted to the activity?

Establishing the calendar does not require any additional resources or preparation time.