

Richmond School District
Annual School Calendar and School Hours

Policy #: 321

The Board of Education’s goal is to approve an annual school calendar that establishes at least the days that are planned for direct student instruction and on which students are expected to attend school, as well as any days on which parent conferences are planned, by April of the preceding school year.

The District Administrator shall prepare a proposed annual school calendar and present the proposed calendar to the Board for approval in a timely fashion. In addition to identifying at least the days on which students will be expected to attend school and any days that are planned for parent conferences, the calendar proposal shall (1) expressly identify the hours of a normal school day for the applicable school term; (2) include a calculation of the planned hours of student instruction, and (3) identify the extent to which such planned hours of student instruction meet or exceed the minimum requirements established by applicable laws and regulations. The hours of a normal school day and the calculation of the planned hours of student instruction shall be broken down by grade, school, or program, to the extent there is variation across the District.

The administrative calendar proposal may identify one or more items which are more tentative in nature and which, therefore, may be more likely to change and/or which may expressly be left as “subject to later confirmation.”

After an annual school calendar is approved by the Board and publicized, the school administration and the Board will be reluctant to substantially modify the calendar, but the District cannot guarantee that no changes will be made.

Legal References:

Wisconsin Statutes

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| Section 115.001 | [definitions; including “school year,” “school term,” etc.] |
| Section 115.01 | [classifications; including the definition of “school day”] |
| Section 118.045 | [commencement of school term; September 1 st start date] |
| Section 120.12(15) | [board duty to establish the hours of a normal school day] |
| Section 120.12(27) | [school closings and re-openings] |
| Section 121.02(1)(f) | [school district standards; required hours of direct student instruction] |

Wisconsin Administrative Code

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| PI 8.01(2)(f) | [school district standards; required hours of direct student instruction] |
| PI 8.01(4) | [waivers from school hours] |
| PI 27 | [commencement of school term] |

Adoption Date: 7/10/17