

Wenatchee School District

Calendar Team Meeting

Date | time 10/16/2018 3:30 PM | *Location* North Boardroom

Meeting called by	Lisa Turner	Attendees: Lisa Turner, Kris Cameron, Monika Christensen, Suzanne Gladsjo, Lori Wisemore, Heather Bertomeu, Eric Anderson, Kevin Loomis, Tammy Hubensack, Janet Hill
Purpose of meeting	Draft school calendars for 2019-2020 to recommend to the Superintendent and the Board	
Note taker	Dianna Miller	Procedure: Draft 2-3 choices to be voted on at the buildings. All staff members are eligible to vote. Vote will determine which one is submitted to the Superintendent and Board for approval.

Pre-Agenda Discussion

- Typically, the Calendar Team does the school calendar for two (2) years. Due to the search for a new Superintendent and the requirement that the Superintendent request any State waivers for deviation from the 180 school days this year only one (1) year, 2019-2020 can be done. If we reverted to the standard 180 school days, then no waiver would be needed but that is still a decision for the new Superintendent.
- WenEA pooled members regarding a change to the structure of the school year and possibly extending it, 60% were in favor of the change and 15% were in favor of some type of change. No one was opposed to pursuing this dialog.
- The WenEA contract has an additional collaboration day starting this year, a form for tracking this day is being designed and it can be taken in chunks or possibly add to calendar as a full day that would be an

option. Would be either or, take a full day or do in chunks of time, up to the PLC team. It would be part of the six (6) district days.

- Try to match Eastmont's time off schedule to make planning easier for community and families.

Agenda Items

✓ **Will we maintain the 3-Day Conference Schedule?**

- Liked by Classified staff because of more training
- Last year feedback was positive
- Could elementary schools do full day conferences? It would be tough especially if you must have two conferences (split families) for a child.
- Elementary schools often do IEP's during conference week, for those it takes up to one hour—parents are already there so easier on parents
- Issue at WHS, spring conferences aren't used as well, new classes start at the Semester, they've worked it out by teaching full day and working hours in evening.
- Has the district ever had a non-school day for HS and school day for Elementary? Was done with testing and didn't work well. Both transportation and Nutrition Services would be impacted.

✓ **Will we build in a PD day into the calendar, do we still want 4 days before school starts?**

- If one (1) is collaboration day, then there are five (5) to work with.
- What is collaboration? Collaboration isn't necessarily one day, it could be spread out, or on a non-school day.
- Some feedback indicates that four (4) days in before school starts seems long. A. Mohamad's training suggested planning days, one (1) per quarter in PLC teams. If we had six (6) we could have four (4) during year and two (2) before the start. Principal's say depending on the curriculum it can take 1.5-2.0 days for principals to update employees in their buildings.
- State is paying for one district day this year (18-19) and two (2) in 19-20. Should be before school and must be scheduled due to mandatory reporting.

- Possibly build the new collaboration day into the schedule and then employees would have the opportunity to schedule a full day, or they can break it up into chunks of time over the year.
- Have a day at the beginning of each quarter (Elementary works in Units so having these in line with the start of new Units was important to them).
- Instead of having planned days on Fridays schedule for Mondays – it's felt that there would be better attendance and better participation, on Friday's employees are in weekend mode.
- Have less days off before school starts and more embedded into the year.

✓ **Do we want days off during the year, or start later in the year?**

- Fiscal year starts September 1st annually
- People like a rolling start to school year
- Lots of absenteeism, people show up after Labor Day
- School can only go five (5) days past graduation.
- Starting earlier in August makes other things tight, office managers come back two (2) weeks prior to school start.
- Opening Day (Vendor Fair) will new superintendent want to continue? Everyone felt it was value added and that there was a good chance he/she would. Possibly do it in a half day.
- Suggested during conference week – 1.5/days for conferences .5/day for Safe Schools and 3rd day for collaboration.
- Discussion around possibly changing the structure of the three days, have one before each quarter. The district cautioned against extreme changes.
- District will need to verify if the State paid days are District directed.
- It was felt that keeping the day before Apple Blossom weekend was important, not a productive day, many absences and people leaving early.
- First calendar scenario will use August 27th as 1st day of school.
- When determining non-school days, it's important to remember Count is done on the first day of the month. If our district has a closed day, then it's possible we would lose numbers to other districts that are open for the day. It's happened in the past, students who were transferring could not start at our district and so were counted in their old district. Count affects dollars. Having conference week start earlier would help with count. Absenteeism doesn't affect count unless the student is gone 20 days.

- For itinerant staff having the non-school days distributed between Mondays and Fridays is important. This gives their kids equal time.
- Believe that having the PLC days on Mondays would bring more attendance and energy to meetings, Fridays people are in weekend mode.
- Elementary schools are based on units so having a PLC day prior to each unit would be great. Others felt spreading the days out during the year made more sense.
- One calendar scenario was created, will send in draft form to Team.
- Team members will ask for more input back at their buildings
- The superintendent will have the final decision what the priority is for determining non-school days.

Calendar Team meeting dates:

November 8, 2018, 3:00-5:00 PM Washington School Conf room

November 15, 2018, 3:00 -5:00 PM Washington School Conf room

Meeting notices sent