

# CHESTER COUNTY INTERMEDIATE UNIT 24

SECTION: OPERATIONS

TITLE: INTERMEDIATE UNIT  
CALENDAR

ADOPTED: JANUARY 19, 2012

READOPTED: JANUARY 20, 2016

<p>1. Purpose</p> <p>2. Authority SC 964, 1501, 1502, 1503, 1504</p> <p>SC 1501 Title 22 Sec. 4.4, 11.1</p>	<p style="text-align: center;">803. INTERMEDIATE UNIT CALENDAR</p> <p>The Board recognizes that preparation of an annual Intermediate Unit calendar is necessary for the efficient operation of Intermediate Unit programs and services. In addition, the Board recognizes the educational and fiscal impact the intermediate unit calendar has on its member school districts.</p> <p>Therefore, he Board shall determine annually the days and the hours when the Intermediate Unit programs will be in session for instructional purposes, in accordance with state law and regulations, and according to the Universal Calendar Design Guidelines as stated below</p> <p style="text-align: center;"><b>Universal Calendar Design Guidelines</b></p> <ol style="list-style-type: none"> <li>1. The Intermediate Unit programs calendar during the regular school year shall normally consist of a minimum of 180 student days.</li> <li>2. Select starting date based on the date of Labor Day: <ul style="list-style-type: none"> <li>• If Labor Day is September 1, 2, or 3, begin after Labor Day</li> <li>• If Labor Day is September 4, 5, 6, or 7, begin before Labor Day</li> </ul> </li> <li>3. Establish common inservice days - Election Day(s) in November and May</li> <li>4. Select Christmas vacation based on the day Christmas falls: <ul style="list-style-type: none"> <li>• If Christmas is Monday, Tuesday, or Wednesday, OFF all week</li> <li>• If Christmas is Thursday, OFF Wednesday, Thursday, Friday</li> <li>• If Christmas is Friday, OFF Thursday, Friday</li> <li>• If Christmas is Saturday, OFF Friday</li> <li>• If Christmas is Sunday, no effect</li> </ul> </li> <li>5. Select day of return - January 2 unless it falls on Thursday or Friday (then see above)</li> <li>6. Select spring break week based on the month in which Easter falls: <ul style="list-style-type: none"> <li>• If Easter is in March, OFF Good Friday and week after Easter</li> <li>• If Easter is in April, OFF week before Easter and Easter Monday</li> </ul> </li> <li>7. Establish national holidays: <ul style="list-style-type: none"> <li>• Thanksgiving vacation on Thanksgiving and the following Friday</li> <li>• Martin Luther King Day on day designated by federal government</li> <li>• Presidents Day on day designated by federal government</li> </ul> </li> <li>8. Other options to consider: <ul style="list-style-type: none"> <li>• Inservice days before, during and after student days</li> <li>• Special events (i.e., Community Fair days in Unionville)</li> </ul> </li> </ol>
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3. Delegation of Responsibility

- Religious holidays (i.e., Yom Kippur)
- Monday after Thanksgiving
- PSSA testing schedule

Although every effort will be made to adhere to the Universal Calendar Design Guidelines, the Chester County Intermediate Unit Board of Directors reserves the right to alter the IU calendar to cause the least amount of disruption to the instructional calendars of the majority of the students for which it provides services in any given school year.

Each year in November, the CCIU executive director will present the subsequent school year's calendar for CCIU classes/schools to the Chester County superintendents at their monthly Professional Advisory Council meeting.

Also, the Executive Director will draft calendars five years in advance and distribute these, along with the above policy, to school superintendents in order to encourage a common Chester County school calendar.

If the CCIU must deviate from the Universal Calendar Design guidelines, then the executive director will present the CCIU calendar for the subsequent school year to the superintendents in September of the preceding school year in which the calendar will take effect.

ADOPTED: January 19, 2012

REVISED: June 20, 2012

READOPTED: January 20, 2016

References:

School Code – 24 P.S. Sec. 964, 1501, 1502, 1503, 1504

State Board of Education Regulations – 22 PA Code Sec. 4.4, 11.1