MEMORANDUM

To: Board of Regents

From: Board Office

Subject: Approval of School Calendar for the Iowa Braille and Sight Saving School

Date: May 6, 2002

Recommended Action:

Approve the School Calendar for the Iowa Braille and Sight Saving School for 2002-03.

Executive Summary:

Policy Manual Requirement

- In accordance with the Board of Regents Policy Manual §6.12, the Board is asked to approve the school calendar for the Iowa Braille and Sight Saving School. The calendar is shown on Attachment A.

Instructional Days

- The School proposes to begin its instructional year on August 14, 2002, and conclude the school year on June 3, 2003. Total instructional days for students equal the state mandated 180 days. Faculty are contracted for 189 days primarily covering the standard school year.

- The calendar also reflects the programming provided during the summer months.

Holidays

- The calendar contains the required number of holidays as mandated by state law, Board of Regents policy, and the applicable collective bargaining agreements.

Coordination with local community school

- The proposed calendar is aligned as much as possible with the Vinton/Shellsburg Community School District, which cooperates with IBSSS to provide mainstream classroom experiences for IBSSS students.

Marcia R. Brunson

Approved: Gregory S. Nichols

H:(hr/docket2002)May/IBSSSA3
Iowa Braille and Sight Saving School Calendar  
July 1, 2002 – June 30, 2003

July

4  Holiday
7  Summer School Registration
26 Last day of Summer School
29-8/2 System of Intervention Training

August

6, 7  Technology Institute
9, 10, 11 Alumni and Former Staff Reunion
13 Orientation of New Employees
14, 15, 16 Workshop and Preparation Days  
(Faculty first 3 days of contract)
18  Student Registration Day; Faculty ½ day
19  First Day of Classes (Standard school year for students)
26  School picture day

September

2  Labor Day Holiday – Monday school-bound busing

October

4  Faculty extra ½ day 5-9 p.m.  
Parent Weekend
5  Faculty Work Day – Parent Weekend – Conferences
7  No School -- Monday school-bound busing
18  End of First Quarter (43 days)
31  Homebound busing

November

1  Fall Vision Conference  
No school; Faculty work day
27  Wednesday home-bound busing
28  Holiday – Thanksgiving
29  Holiday

December

23 – 1/3 No school; winter break
24  Holiday
25  Holiday

January

1  Holiday
5  School-bound busing
10  End of Second Quarter (47 days)
13  No school; Faculty work day
13  Monday school-bound busing

February

17  Monday school-bound busing

March

21  End of Third Quarter (48 days)
24 – 28  No school; spring break

April

17  Thursday home-bound busing
18  Holiday
21  No school; Monday school-bound busing

May

2, 3, 4  Prom weekend
26  Holiday; Monday school-bound busing
30  End of Fourth Quarter (42 days)
31  Graduation 11 a.m.; Faculty ½ day

June

2  Faculty work day
3  Faculty ½ work day
15 – 7/3 1st Session Summer School
1. Student Calendar – Quarter and Semester Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 18</td>
<td>End of First Quarter</td>
<td>43 days</td>
</tr>
<tr>
<td>January 10</td>
<td>End of Second Quarter</td>
<td>47 days</td>
</tr>
<tr>
<td>March 21</td>
<td>End of First Semester</td>
<td>90 days</td>
</tr>
<tr>
<td>May 30</td>
<td>End of Third Quarter</td>
<td>48 days</td>
</tr>
<tr>
<td>April 18</td>
<td>End of Fourth Quarter</td>
<td>42 days</td>
</tr>
<tr>
<td>May 30</td>
<td>End of Second Semester</td>
<td>90 days</td>
</tr>
</tbody>
</table>

2. Standard Teacher Calendar

Standard teacher contracts consist of 189 faculty contract days between August 14, 2002, and June 3, 2003. (190 faculty contract days for new faculty) The nine extra faculty contract days, in addition to instructional days, (10 extra faculty contract days for new faculty) are listed below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Days</th>
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</thead>
<tbody>
<tr>
<td>August 13</td>
<td>1 day</td>
</tr>
<tr>
<td>August 14</td>
<td>1 day</td>
</tr>
<tr>
<td>August 15</td>
<td>1 day</td>
</tr>
<tr>
<td>August 16</td>
<td>1 day</td>
</tr>
<tr>
<td>August 18</td>
<td>½ day</td>
</tr>
<tr>
<td>October 4</td>
<td>½ day</td>
</tr>
<tr>
<td>October 5</td>
<td>1 day</td>
</tr>
<tr>
<td>November 1</td>
<td>1 day</td>
</tr>
<tr>
<td>January 13</td>
<td>1 day</td>
</tr>
<tr>
<td>May 31</td>
<td>½ day</td>
</tr>
<tr>
<td>June 2</td>
<td>1 day</td>
</tr>
<tr>
<td>June 3</td>
<td>½ day</td>
</tr>
</tbody>
</table>

3. 2002-2003 paid holidays for eligible Merit staff, Institutional Officials, and P&S

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 4, 2002</td>
<td>Independence Day</td>
</tr>
<tr>
<td>September 2</td>
<td>Labor Day</td>
</tr>
<tr>
<td>November 28</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>November 29</td>
<td>Day after Thanksgiving</td>
</tr>
<tr>
<td>December 24</td>
<td>Holiday</td>
</tr>
<tr>
<td>December 25</td>
<td>Christmas</td>
</tr>
<tr>
<td>January 1, 2003</td>
<td>New Year’s Day</td>
</tr>
<tr>
<td>April 18</td>
<td>Holiday</td>
</tr>
<tr>
<td>May 26</td>
<td>Memorial Day</td>
</tr>
</tbody>
</table>

Two additional days are accrued as vacation.