

- 47 ● Human Resources
- 48 ● Teaching, Learning, and Leadership

49
50 The work of the committee is a matter of consensus building. A consensus is the overall will of
51 the committee; individual members might not personally agree with the consensus at the end of
52 the committee's work. Individual members are expected to support the consensus agreement, even
53 if they do not agree. If a committee member feels that an option presented to the Board does not
54 represent the committee consensus, they should inform the Executive Director of Human
55 Resources.

56
57 **ACPS Calendar Timelines**
58 The calendar committee begins its work in the fall with appointments occurring in September. The
59 committee will typically meet three times.

- 60 ● An orientation/kickoff meeting in early October
- 61 ● A drafting meeting in late October
- 62 ● A recommendations finalization meeting in November

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64 The committee is not expected to conduct general surveys of stakeholders. Instead, between each
65 meeting, committee members are expected to canvass their stakeholders. Key questions and
66 decision points for this canvassing will be discussed as part of the meeting agenda.

67
68 The committee presents its recommendations to the Board in December. The committee should
69 present a three-year calendar outlook. The first two years are for Board adoption, the third year is
70 for Board information but will not be adopted.

71
72 **ACPS Calendar Guidance**
73 The Calendar Committee should use the following guidance when developing its draft calendars.
74 If the Calendar Committee finds it is not possible to include all elements of the guidance in the
75 calendar it should include in its recommendations which elements were not included and the
76 rationale for the recommendation.

- 77
- 78 ● Work to align the ACPS calendar with the calendars of surrounding school divisions
- 79
- 80 ● Include 178 student days and 195 teacher days
- 81
- 82 ● The first day of school should be two weeks prior to Labor Day
- 83
- 84 ● The last day of school should be before Juneteenth and should not fall on a Monday or
85 Tuesday
- 86
- 87 ● Each marking period should have approximately the same number of instructional days
- 88
- 89 ● Include one teacher work day at the end of marking periods 1 through 3
- 90
- 91 ● When scheduling flexible items such as conference days, work towards 5-day student
92 weeks and avoiding isolated school days (one school day bracketed by non-school days)

- 93
- 94 ● The following days should be holidays for students and staff
- 95 ○ Friday before Labor Day
- 96 ○ Labor Day
- 97 ○ Veterans Day
- 98 ○ Day before Thanksgiving
- 99 ○ Thanksgiving
- 100 ○ Day after Thanksgiving
- 101 ○ Christmas Eve
- 102 ○ Christmas Day
- 103 ○ New Year's Eve
- 104 ○ New Year's Day
- 105 ○ Dr. Martin Luther King, Jr. Day
- 106 ○ Inauguration Day
- 107 ○ Presidents Day
- 108 ○ Memorial Day
- 109 ○ Diwali
- 110 ○ Rosh Hashanah
- 111 ○ Yom Kippur
- 112 ○ Eid al-Adha
- 113 ○ Eid al-Fitr
- 114 ○ Juneteenth
- 115 ○ Independence Day
- 116
- 117 ● Winter Break should be two weeks. The break should incorporate Christmas Eve,
- 118 Christmas Day, New Year's Eve, and New Year's day. The Winter Break should start on
- 119 a Monday and end on a Friday unless federally observed holidays preclude this from
- 120 occurring.
- 121
- 122 ● Spring Break should be one week and should align with surrounding school divisions.
- 123
- 124 ● If an ACPS holiday is a federal holiday and it falls on a weekend, the holiday will be
- 125 observed on the observed federal holiday. If the holiday is not a federal holiday, it will not
- 126 be an ACPS observed holiday.
- 127
- 128 ● The following days should be non-school days for students and professional
- 129 learning/teacher work days for staff
- 130 ○ Indigenous Peoples Day
- 131 ○ Election Day
- 132 ○ Presidential Primary Election Day
- 133
- 134 ● Conference days
- 135 ○ Three days or the equivalent split between fall and winter.
- 136

- 137 ● If, after including all required days, the last day of school is a Monday or Tuesday, add
138 additional professional learning days as long as this does not result in school ending after
139 Juneteenth.
- 140
- 141 ● The committee should publish, as part of its recommendations, the following days as
142 Cultural Observance Days. These days should not have tests, quizzes, summative
143 assessments, field trips, school pictures, assemblies, guest speakers, sporting events, school
144 sponsored special events and activities (prom, back-to-school nights, town halls, etc),
145 auditions tryouts, safety drills which occur 1-2 times a year, recruiting and hiring events,
146 professional development activities or other conferences at a time that would interfere with
147 the observance (some observances begin in the evening). Any new material introduced
148 must be made available digitally. Any missed assignments due to student absences can be
149 made up without penalty.

150

151 Full Day Cultural Observance Days

- 152 ○ All Saints Day/Dia de los Muertos
- 153 ○ Bodi Day
- 154 ○ Three Kings Day/Epiphany
- 155 ○ First Full Day of Ramadan
- 156 ○ Last Day of Passover
- 157 ○ Lunar New year
- 158 ○ Orthodox Christmas
- 159 ○ Orthodox Epiphany
- 160 ○ Orthodox Good Friday
- 161 ○ Theravada

162

163 Evening Only Cultural Observance Days

- 164 ○ Chanukah begins
- 165 ○ Eid al-Fitr begins
- 166 ○ Eid al-Adha begins
- 167 ○ First Evening of Passover
- 168 ○ Second Evening of Passover
- 169 ○ Ramadan begins
- 170 ○ Rosh Hashanah begins
- 171 ○ Yom Kippur begins

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174 Adopted: June 15, 2023

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177 Legal Refs.: Code of Virginia, 1950, as amended §§ 22.1-26, 22.1-79.1, 22.1-98, 22.1-200.2

178

179 Acts 2019, cc. 569, 570 and 637.

180

181 8 VAC 20-131-150.

182 8 VAC 20-131-200.

183		8 VAC 20-490-30.
184		
185	Cross Refs.:	BCF Advisory Committees to the School Board
186		DL Payroll Procedures
187		GAA Staff Time Schedules
188		IC/ID School Year/School Day
189		IKF The Virginia Assessment Program and Graduation Requirements

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 - Winter Break should be two weeks. The break should incorporate Christmas Eve, Christmas Day, New Year's Eve, and New Year's day. The Winter Break should start on a Monday and end on a Friday unless federally observed holidays preclude this from occurring.
 - Spring Break should be one week and should align with surrounding school divisions.
 - If an ACPS holiday is a federal holiday and it falls on a weekend, the holiday will be observed on the observed federal holiday. If the holiday is not a federal holiday, it will not be an ACPS observed holiday.
 - The following days should be non-school days for students and professional learning/teacher work days for staff
 - Indigenous Peoples Day
 - Election Day
 - Presidential Primary Election Day
 - Conference days
 - ~~Three days or the equivalent split between fall and winter, Fall, one full day and one ½ day~~
 - Winter, one full day and one ½ day

Commented [1]: Accidentally omitted, Veteran's day was listed as a holiday when presented as a Board Work Session.

Commented [2]: Adjusted to provide the calendar committee additional flexibility.

- If, after including all required days, the last day of school is a Monday or Tuesday, add additional professional learning days as long as this does not result in school ending after Juneteenth.

- The committee should publish, as part of its recommendations, the following days as Cultural Observance Days. These days should not have tests, quizzes, summative assessments, field trips, school pictures, assemblies, guest speakers, sporting events, school sponsored special events and activities (prom, back-to-school nights, town halls, etc), auditions tryouts, safety drills which occur 1-2 times a year, recruiting and hiring events, professional development activities or other conferences at a time that would interfere with the observance (some observances begin in the evening). Any new material introduced must be made available digitally. Any missed assignments due to student absences can be made up without penalty.

Commented [3]: Added to clarify that some observances start at sundown.

Full Day Cultural Observance Days

- All Saints Day/Dia de los Muertos
- Bodi Day
- Three Kings Day/Epiphany
- ~~Orthodox Epiphany~~
- First Full Day of Ramadan
- Last Day of Passover
- Lunar New year
- Orthodox Christmas
- Orthodox Epiphany
- Orthodox Good Friday
- Theravada

Commented [4]: Duplicate

Evening Only Cultural Observance Days

- Chanukah begins
- Eid al-Fitr begins
- Eid al-Adha begins
- First Evening of Passover
- Second Evening of Passover
- Ramadan begins
- Rosh Hashanah begins
- Yom Kippur begins

Commented [5]: Cultural observances that begin in the evening. Activity limitations begin in the evening.

Adopted: June 15, 2023

Legal Refs.: Code of Virginia, 1950, as amended §§ 22.1-26, 22.1-79.1, 22.1-98, 22.1-200.2

Acts 2019, cc. 569, 570 and 637.

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