

Policy 6117: Year-Round Schedules

Status: ADOPTED

Original Adopted Date: 11/01/2004 | **Last Revised Date:** 03/01/2017 | **Last Reviewed Date:** 03/01/2017

The Governing Board believes that a year-round school schedule could benefit the district and its students by providing continuous instruction and reducing learning loss in students over extended vacations, allowing timely interventions to improve academic achievement, and alleviating overcrowding in schools through efficient use of school facilities. The Board shall consider the feasibility of establishing year-round schedules based on current and projected enrollments, facilities needs, and instructional needs.

Before approving a year-round program in any district school, the Board shall consult in good faith, in an effort to reach agreement with certificated and classified employees of the school, parents/guardians of students who would be affected by the change, and the community at large. Such consultation shall include at least one public hearing for which adequate notice has been given to the employees and parents/guardians of affected students. (Education Code 37616)

When the Board is considering a year-round schedule for any school, the Superintendent or designee shall submit to the Board a comprehensive proposal that, at a minimum, shall address the schedule to be operated, the number of tracks the school will have, any needed facilities modifications, a communications system for notifying off-track families of school activities and developments, and how the ethnic and socioeconomic composition of the school will be maintained within each track.

If the Board determines to operate a year-round program in a manner that would require any student to enroll, the Superintendent or designee shall publish, not later than November 1 of the school year preceding the commencement of the program, notice of the district's intention to operate the program. Such notice shall be published in a newspaper of general circulation within the district, or if there is no such newspaper, then in any newspaper of general circulation that is regularly circulated in the district. The notice shall be published once each week for three successive weeks or, if the newspaper is regularly published once a week or more often, at least three times with at least five days intervening between the respective publication dates not counting the publication dates. (Education Code 37611)

On the Board's order, or upon a sufficient petition by the public to the County Superintendent of Schools after the above notice of intention is given by the district, an election shall be called to determine whether to permit a year-round program to be operated. (Education Code 37612)

Each year-round school shall offer a minimum of 175 days of instruction per school year, until it equals or exceeds the local control funding formula target established for it pursuant to Education Code 42238.02, at which time each school shall offer 180 days or more of instruction per school year. (Education Code 37620, 41420, 46208)

However, any school that operates on a multitrack schedule shall be deemed in compliance with these requirements if it offers a minimum of 163 instructional days per school year. To do so, the

Board shall adopt a resolution at a regularly scheduled Board meeting certifying that the number of annual instructional minutes is not less than that of schools of the same grade levels utilizing the traditional school calendar and that it is not possible to maintain a multitrack schedule with the same number of instructional days provided by district schools on a traditional calendar given the facilities, program, class sizes, and projected number of students enrolled at the school site. The Superintendent or designee shall annually certify to the Superintendent of Public Instruction that any such school is maintained for at least 163 instructional days. (Education Code 37670, 46208)

Each school operating on a year-round schedule shall be closed for all students and employees on regular school holidays. (Education Code 37619)

The Superintendent or designee shall annually submit a report to the Board regarding each district school operating a year-round schedule. The report shall include results of the school's academic assessments and how they compare with those of other schools, necessary facilities maintenance or repairs, and costs incurred or saved on account of operating a year-round schedule at the school.

Assignment to Year-Round Tracks

The Superintendent or designee shall establish an unbiased process for determining assignment of students to tracks based on the following guidelines:

1. Students of the same family shall be placed in the same group or track unless one or more of such students are enrolled in a special education class or unless the parent/guardian requests that the students be placed in different groups. (Education Code 37617)
2. Assignment based on ability level or special education needs shall be minimized. If a special population must be put on one track, isolation and segregation should be minimized by partial day integration or self-selection of track.
3. Each track should reflect the ethnic and socioeconomic composition of the entire school community.
4. Students shall be chosen on a lottery basis when the number of students requesting a particular track exceeds spaces available. Students' second choices of track assignment shall be accommodated to the extent possible.

The Superintendent or designee shall give parents/guardians adequate notice regarding their child's schedule.

Any parent/guardian who is dissatisfied with the track assignment of his/her child may appeal the assignment to the Superintendent or designee within five business days, stating the reason a different track is more appropriate for his/her child. The Superintendent or designee shall respond to the parent/guardian within five business days. The Superintendent's decision shall be final.

Once students are assigned to a track, priority shall be placed on keeping students on the same track each year unless the parent/guardian requests a change.

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 14030	<u>Preliminary procedure, planning and approval of school facilities</u>
5 CCR 855	<u>Testing period</u>
Ed. Code 17017.5	<u>Approval of applications for projects</u>
Ed. Code 17017.6	<u>Substantial enrollment; high school districts</u>
Ed. Code 17017.7	<u>Priority for funding new construction</u>
Ed. Code 17071.40	<u>Exemption from increase in school building capacity</u>
Ed. Code 17088.3	<u>Qualifications for lease; submission of year-round multitrack educational program study</u>
Ed. Code 37202	<u>Equal time in all schools</u>
Ed. Code 37220-37223	<u>Holidays</u>
Ed. Code 37600-37644	<u>Continuous school programs</u>
Ed. Code 37670-37672	<u>Continuous school programs: year-round schools</u>
Ed. Code 37693	<u>Concept 6 program elimination</u>
Ed. Code 41420	<u>Apportionment withholding; schools not maintained for 175 days</u>
Ed. Code 42238.02	<u>Local Control Funding Formula</u>
Ed. Code 42250.1	<u>Funding for air conditioning</u>
Ed. Code 46200-46208	<u>Incentives for longer instructional day and year</u>
Management Resources	Description
California Department of Education Publication	Year-Round Education Program Guide
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Department of Education, Multitrack Year-Round Education</u>
Website	<u>National Association for Year-Round Education</u>

Cross References

Code	Description
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0420	<u>School Plans/Site Councils</u>
0420	<u>School Plans/Site Councils</u>
0500	<u>Accountability</u>
0510	<u>School Accountability Report Card</u>
0510	<u>School Accountability Report Card</u>
1431	<u>Waivers</u>
3460	<u>Financial Reports And Accountability</u>
3460	<u>Financial Reports And Accountability</u>
3517	<u>Facilities Inspection</u>
3517-E(1)	<u>Facilities Inspection</u>
3552	<u>Summer Meal Program</u>
3552	<u>Summer Meal Program</u>
4112.9	<u>Employee Notifications</u>
4112.9-E(1)	<u>Employee Notifications</u>
4113	<u>Assignment</u>
4113	<u>Assignment</u>
4143	<u>Negotiations/Consultation</u>
4212.9	<u>Employee Notifications</u>
4212.9-E(1)	<u>Employee Notifications</u>
4243	<u>Negotiations/Consultation</u>
4312.9	<u>Employee Notifications</u>
4312.9-E(1)	<u>Employee Notifications</u>
5116.1	<u>Intradistrict Open Enrollment</u>
5116.1	<u>Intradistrict Open Enrollment</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E(1)	<u>Parent/Guardian Notifications</u>
6000	<u>Concepts And Roles</u>
6111	<u>School Calendar</u>
6112	<u>School Day</u>
6112	<u>School Day</u>

6115	<u>Ceremonies And Observances</u>
6115	<u>Ceremonies And Observances</u>
6151	<u>Class Size</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6172	<u>Gifted And Talented Student Program</u>
6172	<u>Gifted And Talented Student Program</u>
7110	<u>Facilities Master Plan</u>
9320	<u>Meetings And Notices</u>