



## 2013-2014 SCHOOL YEAR CALENDAR

March 11, 2013

The School Year Calendar mandates that school sessions begin for all students on Monday, September 9, 2013 and includes a Midwinter Recess (Monday, February 17 through Friday, February 21, 2014). It reflects that on Tuesday, November 5, 2013, and Thursday, June 5, 2014, students in all five boroughs will not be in attendance, but schools in all five boroughs will be scheduled for a Chancellor's Conference Day for staff development related to the high learning standards and assessments. The calendar must be adhered to without exception, unless notifications of subsequent changes are received pursuant to collective bargaining agreements or for other reasons, provided these other reasons are not inconsistent with collective bargaining or legal obligations.

2013			
August	26	Monday	The following staff report: Assistant Principals and school-based intermediate supervisors not designated to work an increased work year.
September	2	Monday	Labor Day ( <b>schools closed</b> )
September	3	Tuesday	Classroom Teachers, Bilingual Teachers in School and Community Relations, Guidance Counselors, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, Educational Paraprofessionals report. School Secretaries, Psychologists and Social Workers report for a regular work day. Employees in titles not listed should consult the applicable collective bargaining agreement. For all UFT-represented employees who, pursuant to the June 22, 2009 agreement, report to school on the Tuesday following Labor Day, that Tuesday shall be utilized first and foremost for preparation of the classroom and for the arrival of students. If time permits, the remainder of the day may be utilized for professional development. <b>Students will not be in attendance.</b>
September	4	Wednesday	<b>Chancellor's Conference Day for Staff development. Students will not be in attendance</b>
September	5 6	Thursday and Friday	Rosh Hashanah ( <b>schools closed</b> )
September	9	Monday	<b>SCHOOL SESSIONS BEGIN FOR ALL STUDENTS</b> Early dismissal for non-District 75 kindergarten Students only Partial school time for pre-kindergarten public school students.
September	10	Tuesday	<b>First Full day for non-District 75 kindergarten students.</b> Partial school time for pre-kindergarten public school students.
September	11	Wednesday	<b>First Full day for pre-kindergarten public school students.</b>
October	14	Monday	Columbus Day Observed ( <b>schools closed</b> )
October	24	Thursday	Pre-kindergarten Non-Attendance Day
November	5	Tuesday	Election Day Chancellor's Conference Day for staff development related to the High Learning Standards and Assessments. <b>Students will not be in attendance.</b>
November	11	Monday	Veterans Day observed ( <b>schools closed</b> )
November November	28 29	Thursday and Friday	Thanksgiving Recess ( <b>schools closed</b> )
December	12	Thursday	Pre-kindergarten Non-Attendance Day
December January	23- 1	Monday through and including Wednesday	Winter Recess (including Christmas and New Year's Day) ( <b>schools closed -students return to school on Thursday, January 2, 2014.</b> )

**2014**

January	20	Monday	Dr. Martin Luther King, Jr. Day ( <b>schools closed</b> )
January	30	Thursday	Pre-kindergarten Non-Attendance Day
January	31	Friday	Fall Term ends for high school students. <b>No high school</b> students will be in attendance. Chancellor's Conference Day for staff development in <b>all high schools</b> . All other students will be in attendance. (See section 7 below for details on high school student attendance on January 31.)
February	3	Monday	Spring Term begins for <b>high school</b> students.
February	17-21	Monday through Friday	Midwinter Recess (including Washington's Birthday and Lincoln's Birthday) (DOE observed) ( <b>schools closed</b> )
March	27	Thursday	Pre-kindergarten Non-Attendance Day
April	14-22	Monday through Tuesday	Spring Recess (including Good Friday, Easter and Passover) ( <b>schools closed - Students return to school on Wednesday, April 23</b> ).
May	26	Monday	Memorial Day Observed ( <b>schools closed</b> )
June	5	Thursday	Chancellor's Conference Day for staff development related to the high learning standards and assessments. School staff report to work if required by their collective bargaining agreement. <b>Students in all five boroughs will not be in attendance.</b>
June	26	Thursday	In non-District 75 high schools having administered Regents Exams from June 17 through June 25, students will not be in attendance on Regents Rating Day, Thursday, June 26. <b>LAST DAY FOR ALL OTHER STUDENTS.</b> An early dismissal of these students is to be scheduled on Thursday June 26 under the guidelines outlined in Section 12 below. Last day for all Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians and last day for Paraprofessionals.
June June	27 30	Friday and Monday	All other staff report <b>except</b> Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, and Paraprofessionals.

The school year calendar incorporates the following understandings:

1. That two Chancellor's Conference Days are to be used for staff development related to the high learning standards and assessments (November 5 and June 5 in elementary, middle schools high schools);
2. That this calendar does not preclude subsequent changes that may be made pursuant to collective bargaining agreements or for other reasons, but in no case can this calendar or subsequent changes result in a loss of state aid;
3. That all [requests for shortened sessions](#) resulting in early dismissals of students and any other changes in this calendar must be submitted for review and approval. Subsequent to receiving approval, 4 weeks prior notification to parents must be provided;
4. That the Chancellor shall use the power vested in him or her by law when, in violation of this citywide school year calendar, a school is closed or shortened sessions (defined in section 9 below) are scheduled without prior authorization.

The following should also be noted:

5. The School Year Calendar for 2013-2014 meets the State Education Department requirement of a minimum of 180 state aidable days in all schools in the City School District.
6. All schools will be open citywide on Election Day, Tuesday, November 5, 2013 and on Thursday, June 5, 2014 for a Chancellor's Conference Day for staff development related to the high learning standards and assessments. On both days, students in all five boroughs will not be in attendance.
7. Friday, January 31, 2014 will be scheduled by all high schools for professional development. No high school students will be in attendance, with the exception of high school level students in District 75 (these students will be in attendance on January 31). The high school spring term begins on Monday, February 3, with a full day of instruction.
8. All schools will be open on Wednesday, February 12, 2014 and students will be in attendance.
9. As a result of Professional/Chancellor Conference Days, shortened sessions for various purposes, and Regents Days, the total number of instructional days (days when students report to school) may be different from the number of state aidable days. A shortened session is any day when school is in session for pre-kindergarten for less than 2.5 hours of instruction, for kindergarten through grade 6 students for less than 5 hours of instruction, exclusive of lunch and of the extra session of 37.5 minutes for targeted students, or any day when school is in session for grade 7 and above students for less than 5.5 hours of instruction, exclusive of lunch and of the extra session of 37.5 minutes for targeted students.
10. Calculations of aidable days incorporate Chancellor Conference/Regents Examination Days. Under Commissioner's Regulations, Chancellor Conference Days may include general staff orientation, curriculum development, in-service education, or Parent-Teacher Conferences. They may not include routine administrative matters such as grading examinations or pupil assignments, recordkeeping, or lesson planning.
11. In part, the school calendar takes into account the following citywide centrally-scheduled shortened sessions: two Parent-Teacher Conference shortened sessions (one in the Fall Term and one in the Spring Term), and other citywide shortened sessions. Separate notifications will be forthcoming regarding all of these citywide centrally-scheduled shortened sessions. An early dismissal of students is to be scheduled on the last day of school, subject to the guidelines outlined in section 13 below.
12. In non-District 75 high schools having administered the Regents examinations from June 17 through June 25, high school students will not be in attendance on Regents Rating Day, Thursday, June 26.
13. As concerns the early dismissal of students on the last day of school (Thursday, June 26, 2014), the day should be recorded as a regular day of instruction for purposes of the Period Attendance Report, and schools must adhere to the following guidelines: students are required to attend school, pupil attendance must be taken, recorded and reported as part of the average daily attendance, and students are to receive instruction and/or guidance and assistance as needed. Schools should provide at least 4 weeks prior notice to parents and to the Office of Pupil Transportation regarding the specific time they have set for the early dismissal at their site.
14. To avoid the risk of a reduction in State Aid, and to limit impacts on bus scheduling for students, schools will not be closed, or shortened sessions (defined in section 9 above) will not be scheduled, without prior authorization. Prior to requesting a shortened session, on a timely basis, the following should be considered: in weeks when a single scheduled shortened session for kindergarten through grade 6 is requested, the school must still be in session for 25 hours of instruction, exclusive of lunch and of the extra session of 37.5 minutes for targeted students. When a shortened session is scheduled during a 4 day week (for instance, when the week includes a holiday), the school must still be in session for 20 hours of instruction over that week, exclusive of lunch and of the extra session of 37.5 minutes for targeted students. Further clarification and information on exceptions are available upon request.
15. In a week when, exclusive of lunch and of the extra session of 37.5 minutes for targeted students, 25 hours of instruction are scheduled for kindergarten through grade 6 students, or 20 hours in a 4 day week, and an approved shortened session is scheduled, schools may designate that shortened session as a regular day of instruction for purposes of the Period Attendance Report. For students in grades 7 and above, see section 16 below.
16. As concerns grades 7 and above, in weeks when a single scheduled shortened session is requested, the school must still be in session for the minimum weekly instructional time requirement of 27.5 hours of instruction, exclusive of lunch and of the extra session of 37.5 minutes for targeted students. When a shortened session is scheduled during a 4 day week (for instance, when the week includes a holiday), the school must still be in session for 22 hours of instruction over that week, exclusive of lunch and of the extra session of 37.5 minutes for targeted students.

17. **For Non-District 75 Kindergarten**, there are 184 aidable days (181 instructional days).
18. **For District 75 Kindergarten through Grade 6 Level and All Grades 1 through 6**, there are 184 aidable days (181 instructional days).
19. **For Grades 7 and 8 Citywide and Grade 9 in Middle Schools (including District 75)**, there are 183 aidable days (181 instructional days).
20. **For High School Level Grades 9 through 12**, there are 184 aidable days in all boroughs, 179 of which are instructional (in District 75, there are 183 aidable days, 181 of which are instructional days).
21. Staff development activities must meet needs that are mandated or of high priority, including implementation of the new comprehensive, system-wide instructional approach to literacy and mathematics under the Children First Initiative, school violence prevention and intervention, the implementation of the Continuum for Students with Disabilities, performance standards, science education, assessments, etc., as they relate to general, special and bilingual education. There must be an appropriate focus on the high learning standards and assessments as indicated in section 1.
22. On Tuesday, November 5, 2013 (Election Day), and on Thursday, June 5, 2014 (Anniversary Day), a Chancellor's Conference Day for staff development related to the high learning standards and assessments is scheduled in all five boroughs. Students in all five boroughs will not be in attendance on either day. (Under Section 2586 of the Education Law, Anniversary Day is the first Thursday in June, or the second Thursday in June when the first Thursday falls within the same week as Memorial Day.)
23. Concerning the partial school time for pre-kindergarten students (staggered entrance), it is recommended that an Orientation Session takes place on Monday, September 9 and Tuesday, September 10, 2013 for the parents of all pre-kindergarten students. This session is to help families with the transition process. Parents or caregivers should be notified so that they can make appropriate plans regarding the schedule, pick up and drop off. For assistance with staggered entrance, orientation or phase-in planning, please contact the Office of Early Childhood Education at 212.374.0351 or [earlychildhood@schools.nyc.gov](mailto:earlychildhood@schools.nyc.gov). Information is also available at the Early Childhood Website at <http://schools.nyc.gov/Academics/EarlyChildhood/default.htm>.
24. Non-attendance days for pre-kindergarten students are designed for staff to participate in professional development activities that meet the Chancellor's mandate (see section 21 above). Students should not be in attendance. The Office of Early Childhood Education offers professional development sessions for teachers during non-attendance days. The sessions are based on current research, performance standards, and best practices to improve student learning.
25. Consultation on the school year calendar has taken place with superintendents, parent representatives, religious organizations, the Nonpublic Schools Committee, and appropriate collective bargaining representatives.