



*A Community of Learners*

## **Informational Memo: 2017-2018 Draft Academic Year Calendar**

To: School Board  
Trisha Kocanda, Superintendent

From: Daniel Ryan  
Assistant Superintendent for Professional Learning and Human Resources

January 24, 2017

### **Overview and Background**

The District Calendar Committee has met to discuss options for the 2017-2018 academic school year. Per contractual obligations, this Board Committee is comprised of four teachers, an administrator, a parent representative, and two Board members. Thank you to the following who have served in this capacity:

Jenny Keller	Parent, Central PTO President
Kristen Hertel	Board Member
Anna Ladik	Teacher, Carlton Washburne
Dawn Livingston	Board Member
Eva Peterson	Teacher, Crow Island School
Daniel Ryan	Administration
Nina Venturi-Faught	Greeley School
Curtis Wilson	Skokie School

### **Process**

The Committee met twice on December 14, 2016, and January 11, 2017, to develop a draft of the calendar for Superintendent and Board review and final Board approval at the February 2017 meeting of the Board.

The Committee reviewed the following:

1. State of Illinois school calendar requirements
2. Results of the 2017-2018 District Staff Calendar Survey distributed December 9, 2016

3. 2017-2018 New Trier High School calendar
4. Committee representative input
5. Results of the District Staff survey sent December 16, 2017, and again January 3, 2017, regarding two draft calendar options produced by the Committee.
6. Public comment

Information that was considered included the following priorities:

1. A desire to have a day or two off during the school year in honor of national holidays, such as Martin Luther King, Jr. Day
2. Schedule the end of the school year to allow for the potential use of emergency days and avoid interference with the start of the Adventures in Learning summer program and New Trier Summer School
3. Align winter and spring break dates with the New Trier High School calendar
4. Determine the observance of holidays
5. Determine dates for the four Teacher Institute days
6. Consider the timeframe for the first and last student attendance days of the year and optimally have them be half-day student attendance days.

The Committee readily responded to faculty survey input, which favored starting school ahead of Labor Day, avoiding a very late end of the school year. The Committee also responded to faculty input in distributing the Institute Days evenly throughout the year and making sure the Fall parent/teacher conference dates were not too late in October.

[Click here to view](#) the proposed 2017-2018 School Calendar. The proposed calendar will be brought to the Board for adoption at the February 21, 2017, meeting.