

Office of Superintendent of Schools
Board Meeting of October 22, 2003

October 8, 2003

Mercedes Toural, Chief Education Officer
and Deputy Superintendent of Schools

SUBJECT: PROPOSED AMENDMENT OF BOARD RULES: FINAL READING

**6Gx13- 6A-1.02, ELEMENTARY AND SECONDARY SCHOOL
CALENDAR 2003-2004**

**6Gx13- 6C-1.02, ADULT/VOCATIONAL EDUCATION SCHOOL
CALENDAR 2003-2004**

**COMMITTEE: LEGISLATIVE RELATIONS, PUBLIC RELATIONS AND PERSONNEL
SERVICES**

The School Board of Miami-Dade County, Florida, announced on September 10, 2003, its intention to amend School Board Rules 6Gx13- 6A-1.02, Elementary and Secondary School Calendar, and 6Gx13- 6C-1.02, Adult/Vocational Education School Calendar, for the 2004-2005 school year, at its meeting of October 22, 2003.

The Notice of Intended Action was published in the *Miami Daily Business Review* on September 15, 2003, posted in various places for public information, and mailed to various organizations representing persons affected by the amended rules and to individuals requesting notification.

The time to request a hearing or protest the adoption of these rules has elapsed.

In accordance with the provisions of the Administrative Procedures Act, these rules are presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the rules in the official records of The School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action and the amended rules. Changes from the current rules are indicated by underscoring words to be added and ~~striking through~~ words to be deleted.

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. adopt amended Board Rule 6Gx13- 6A-1.02, Elementary and Secondary School Calendar;
2. adopt amended Board Rule 6Gx13- 6C-1.02, Adult/Vocational Education School Calendar; and authorize the Superintendent to file the rules with The School Board of Miami-Dade County, Florida, to be effective August 5, 2004.

RKF/FCS:pra

NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on September 10, 2003, its intention to amend Board Rules 6Gx13-6A-1.02, Elementary and Secondary School Calendar - 2003-2004, and 6Gx13-6C-1.02, Adult/Vocational Education School Calendar, 2003-2004, at its meeting of October 22, 2003.

PURPOSE AND EFFECT: To amend the Elementary and Secondary School Calendar and the Adult/Vocational Education School Calendar school year to establish an earlier start date for the 2004-2005 school year.

SUMMARY: Establishes school calendars for the 2004-2005 school year, designating days when students and teachers are in school, beginning and ending dates of grading periods, and holidays for students and employees.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.

LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC: 1001.42(4)(f)(g)(h) and (l); 1001.51(6) F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF October 22, 2003, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N. E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide for a lower cost regulatory alternative as provided by Section 120.541 (1), F. S., must do so in writing by October 6, 2003, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

COPIES OF THE AMENDED RULES are available for inspection and copying at cost by the public in the Citizen Information Center, Room 158, 1450 N. E. Second Avenue, Miami, Florida 33132.

Originator: Mr. F. Craig Sturgeon
Supervisor: Mr. Ronald K. Felton
Date: August 27, 2003

Instruction - Elementary and Secondary**ELEMENTARY AND SECONDARY SCHOOL CALENDAR - ~~2003-2004~~ 2004-2005**

The purpose of this rule is to establish the calendar for the ~~2003-2004~~ 2004-2005 school year for elementary and secondary schools.

KEY DATES

August 14, 2003	<u>August 5, 2004</u>	Assistant principals and 10-month clerical employees report
August 14, 15, 18, 19, 20	<u>August 5, 6, 9, 10, 11</u>	Orientation for teachers new to the system (five days)
August 21	<u>August 12</u>	First day for 196-day instructional employees
August 21	<u>August 12</u>	Registration of students not previously registered
August 22	<u>August 13</u>	Last day for professional leave for summer school
August 25	<u>August 16</u>	Begin first semester
October 30	<u>October 14</u>	End first 9-week grading period, first semester
November 3	<u>October 18</u>	Begin second 9-week grading period, first semester
January 22, 2004	<u>January 13, 2005</u>	End first semester and grading period
January 26	<u>January 18</u>	Begin second semester
March 25	<u>March 17</u>	End third 9-week grading period, second semester
April 5	<u>March 28</u>	Begin fourth 9-week grading period, second semester
June 9	<u>June 1</u>	End second semester and grading period
June 11	<u>June 3</u>	First day for professional leave for summer school
June 11	<u>June 3</u>	Last day for 196-day and 201-day instructional employees
June 18	<u>June 10</u>	Last day for assistant principals and 10-month clerical employees

Instruction - Elementary and SecondaryELEMENTARY AND SECONDARY SCHOOL CALENDAR - 2003-2004 2004-2005

DATES WHEN TEACHERS AND/OR STUDENTS ARE NOT IN SCHOOL

August 21, 22, 2003	<u>August 12, 13, 2004</u>	Teacher planning days; no students in school
September 1	<u>September 6</u>	Labor Day; holiday for employees and students
October 6*+##	<u>September 16*+##</u>	Teacher planning day; no students in school
October 17*+##	<u>October 15*+##</u>	Teacher planning day; no students in school
October 31		Teacher planning day/Professional Development Day not available to opt; no students in school
November 11		Observance of Veterans Day; holiday for employees and students
November 20	<u>November 18</u>	Secondary early release day
November 27, 28	<u>November 25, 26</u>	Thanksgiving; Board-approved holiday for employees and students
December 22- January 2, 2004*+##	<u>December 20- December 31*+##</u>	Winter recess for students and 10-month employees; December 23, 24 25, 26, 2003 30, 31, 2004 and January 1, 2, 2004 , Board approved holidays for 12-month employees
	<u>January 14, 2005</u>	<u>Teacher planning day; no students in school</u>
January 15		Secondary early release day
January 19	<u>January 17</u>	Observance of Dr. Martin Luther King, Jr.'s Birthday; holiday for employees and students
	<u>January 27</u>	<u>Secondary early release day</u>

Instruction - Elementary and Secondary

January 23 *+ #	<u>February 18</u>	Teacher planning day; <u>Professional Developmental Day - not available to opt</u> ; no students in school
February 16	<u>February 21</u>	All Presidents Day; holiday for employees and students
February 19	<u>February 24</u>	Secondary early release day
March 18	<u>March 17</u>	Secondary early release day
March 26*+ #	<u>March 18</u> *+ #	Teacher planning day; no students in school
March 29, 30, 31, April 1, 2 *+ #	<u>March 21, 22, 23</u> <u>24, 25</u> *+ #	Spring recess for students; 10-month employees
	<u>April 14</u>	<u>Secondary early release day</u>
April 9 *+ #	<u>April 22</u> *+ #	Teacher planning day; no students in school
April 22	<u>May 5</u>	Secondary early release day
May 31	<u>May 30</u>	Observance of Memorial Day; holiday for employees and students
June 10, 11	<u>June 2, 3</u>	Teacher planning days; no students in school

* **Teachers/paraprofessionals and school support personnel** may opt to work one or two days, August ~~19, 20, 2003~~ 10, 11, 2004 or June ~~14, 15, 2004~~ 6, 7, 2005, or during winter or spring recess, with the consent of the principal, in lieu of any one or two of the following days: September 16, 2004, October ~~6, 2003~~, 15, 2004, ~~October 17, 2003~~, January ~~23, 2004~~ 14, 2005, March ~~26, 2004~~ 18, 2005, and/or April ~~9, 2004~~, 22, 2005. ~~October 31, 2003~~ February 18, 2005, is a scheduled Teacher Planning Day/Professional Development Day and is not available to opt.

+ **Teachers new to Miami-Dade County Public Schools** may opt to work one or two days, June ~~14, 15, 2004~~ 6, 7, 2005 or during winter or spring recess, with the consent of the principal, in lieu of any one or two of the following days: September 16, 2004, October ~~6, 2003~~, 15, 2004, ~~October 17, 2003~~, January ~~23, 2004~~ 14, 2005, March ~~26, 2004~~ 18, 2005, and/or April ~~9, 2004~~, 22, 2005. ~~October 31, 2003~~ February 18, 2005, is a scheduled Teacher Planning Day/Professional Development Day and is not available to opt.

Ten-month secretarial and clerical employees may opt to work one or two days, August ~~12, 13, 2003~~ 3, 4, 2004, June ~~21, 22, 2004~~ 13, 14, 2005, or during winter or spring recess, with the consent of the principal, in lieu of any one or two of the following days: September 16, 2004, October ~~6, 2003~~, 15, 2004, ~~October 17, 2003~~, January ~~23, 2004~~ 14, 2005, March ~~26, 2004~~ 18, 2005, and/or April ~~9, 2004~~, 22, 2005. ~~October 31, 2003~~ February 18, 2005, is a scheduled Teacher Planning Day/Professional Development Day and is not available to opt.

MIAMI, FLORIDA

2004 - 2005 SCHOOL CALENDAR
ELEMENTARY AND SECONDARY

JULY 2004				
MON.	TUES.	WED.	THUR.	FRI.
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST 2004				
MON.	TUES.	WED.	THUR.	FRI.
2	3	4	△5	△6
△9	△10	△11	⊙12	⊙13
⊠16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
		1	2	3
⊗	7	8	9	10
13	14	15	⊙16	17
20	21	22	23	24
27	28	29	30	

OCTOBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
				1
4	5	6	7	8
11	12	13	⊠14	⊙15
⊠18	19	20	21	22
25	26	27	28	29

NOVEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
1	2	3	4	5
8	9	10	⊗	12
15	16	17	⊠18	19
22	23	24	⊗	⊗
29	30			

DECEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
		1	2	3
6	7	8	9	10
13	14	15	16	17
⊗	⊗	⊗	⊗	⊗
⊗	⊗	⊗	⊗	⊗

JANUARY 2005				
MON.	TUES.	WED.	THUR.	FRI.
3	4	5	6	7
10	11	12	⊠13	⊙14
⊗	⊠18	19	20	21
24	25	26	⊠27	28
31				

FEBRUARY 2005				
MON.	TUES.	WED.	THUR.	FRI.
	1	2	3	4
7	8	9	10	11
14	15	16	17	⊙18
⊗	22	23	⊠24	25
28				

MARCH 2005				
MON.	TUES.	WED.	THUR.	FRI.
	1	2	3	4
7	8	9	10	11
14	15	16	⊠17*	⊙18
⊗	⊗	⊗	⊗	⊗
⊠28	29	30	31	

APRIL 2005				
MON.	TUES.	WED.	THUR.	FRI.
				1
4	5	6	7	8
11	12	13	⊠14	15
18	19	20	21	⊙22
25	26	27	28	29

MAY 2005				
MON.	TUES.	WED.	THUR.	FRI.
2	3	4	⊠5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
⊗	31			

JUNE 2005				
MON.	TUES.	WED.	THUR.	FRI.
		⊠1	⊙2	⊙3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JULY 2005				
MON.	TUES.	WED.	THUR.	FRI.
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

- △ NEW TEACHERS REPORT
- TEACHER PLANNING DAY
- ⊗ PAID LEGAL HOLIDAY
- × RECESS
- ⊠ BEGINNING/ENDING GRADING PERIOD
- ⊠ SECONDARY EARLY RELEASE DAY
- ⊠* ENDING GRADING PERIOD/SECONDARY EARLY RELEASE DAY

DAYS IN GRADING PERIOD

- 1 - 42
- 2 - 51
- 3 - 41
- 4 - 46

Instruction - Elementary and SecondaryELEMENTARY AND SECONDARY SCHOOL CALENDAR - 2003-2004 2004-2005CALENDAR SUMMARY - DAYS IN SCHOOL

First Semester	Teachers	Students
August	7* <u>14</u> *	5 <u>12</u>
September	21	24 <u>20</u>
October	23 <u>21</u>	20
November	17 <u>20</u>	17 <u>20</u>
December	15 <u>13</u>	15 <u>13</u>
January	14 <u>10</u>	13 <u>9</u>
	97 <u>99</u>	91 <u>94</u>
Second Semester	Teachers	Students
January	5 <u>10</u>	5 <u>10</u>
February	19	19 <u>18</u>
March	20 <u>17</u>	19 <u>16</u>
April	20 <u>21</u>	19 <u>20</u>
May	20 <u>21</u>	20 <u>21</u>
June	9 <u>3</u>	7 <u>1</u>
	93 <u>91</u>	89 <u>86</u>

*Add five days for teachers new to the school system.

Specific Authority: 1001.41(2); 1001.42(22); 1001.43(10), F.S.

Law Implemented, Interpreted, or Made Specific: 1001.42(4)(f)(g)(h) and (i); 1001.51(6), F.S.

History

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Repromulgated: 12-11-74

Amended: 3-21-79; 7-1-80; 2-25-81; 3-31-82; 9-22-82; 4-20-83; 4-11-84; 12-12-84; 4-24-85; 1-8-86; 4-16-86; 6-24-87; 6-22-88; 4-26-89; 5-9-90; 5-8-91; 5-6-92; 11-18-92; 5-26-93; 9-8-93; 6-22-94; 3-8-95; 3-13-96; 11-6-96; 2-18-98; 3-17-99; 5-17-00; 4-18-01; 4-17-02; 5-14-03

This rule becomes effective August 14, 2003- 5, 2004.

Adult/Vocational Education**ADULT/VOCATIONAL EDUCATION SCHOOL CALENDAR - ~~2003-2004~~ 2004-2005**

The purpose of this rule is to establish the calendar for ~~2003-2004~~ 2004-2005 school year for Adult/Vocational Education programs.

234-Day Calendar for ~~August 21, 2003~~ 12, 2004 - ~~August 4, 2004~~ July 28, 2005

KEY DATES

August 14, 15, 18, 19 20, 2003	<u>August 5, 6, 9, 10, 11,</u> <u>2004</u>	Orientation for teachers new to the system (five days)
August 21	<u>August 12</u>	First day for 234-day <u>instructional</u> employees
August 25	<u>August 16</u>	Begin first trimester
December 18	<u>December 2</u>	End first trimester
January 5, 2004	<u>December 6</u>	Begin second trimester
April 21	<u>April 7, 2005</u>	End second trimester
April 23	<u>April 11</u>	Begin third trimester
August 3	<u>July 27</u>	End third trimester
August 4	<u>July 28</u>	Last day of employment

Adult/Vocational EducationalADULT/VOCATIONAL EDUCATION SCHOOL CALENDAR - ~~2003-2004~~ 2004-2005

DATES WHEN TEACHERS AND/OR STUDENTS ARE NOT IN SCHOOL

August 21, 22, 2003	<u>August 12, 13, 2004</u>	Teacher planning days; no students in school
September 4	<u>September 6</u>	Labor Day; holiday for employees and students
October 6*	<u>September 16*</u>	Teacher planning day; no students in school
October 17*	<u>October 15*</u>	Teacher planning day; no students in school
November 11		Observance of Veterans Day; holiday for employees and students
November 27, 28	<u>November 25, 26</u>	Thanksgiving; holiday/recess for employees and students
December 19*	<u>December 3*</u>	Teacher planning day; no students in school
December 22- January 2, 2004*	<u>December 20- December 31*</u>	Winter recess, no teachers or students in school; December 25, 26, 2003 and January 1, 2, 2004 <u>23, 24, 30, 31, 2004</u> , Board approved holidays for 12-month employees
January 19	<u>January 17, 2005</u>	Observance of Dr. Martin Luther King, Jr.'s Birthday; holiday for employees and students
February 16	<u>February 21</u>	All Presidents Day; holiday for employees and students

Adult/Vocational Education

March 26*	<u>March 18*</u>	Teacher planning day; no students in school
March 29, 30, 31, April 1, 2*	<u>March 21, 22, 23, 24, 25*</u>	Spring recess; no teachers or students in school
April 9*	<u>April 8*</u>	Teacher planning day; no students in school
April 22*	<u>May 27*</u>	Teacher planning day; no students in school
May 28		Teacher planning day; no students in school
May 31	<u>May 30</u>	Observance of Memorial Day; holiday for employees and students
	<u>May 31*</u>	<u>Teacher planning day; no students in school</u>
June 1*	<u>June 3*</u>	Teacher planning day; no students in school
	<u>July 4</u>	<u>Observance of Independence Day; holiday/recess for employees and students</u>
July 2*	<u>July 5*</u>	Teacher planning day; no students in school
August 5*	<u>July 28*</u>	Teacher planning day; no students in school

*Teachers may opt to work one or more days, ~~August 19, 20, 2003, 10, 11, 2004,~~ or ~~March 29, 30, 31, April 1, 2, 2004, 21, 22, 23, 24, 25, 2005,~~ in lieu of any of the teacher planning days except ~~August 22, 2003 13, 2004.~~ At the discretion of the principal, teachers may also opt to work during the winter recess, in lieu of any teacher planning day except ~~August 22, 2003 13, 2004.~~ Total opt days may not exceed five days. Also, at the discretion of the principal, teachers may opt to conduct classes on a teacher planning day in lieu of a regularly scheduled class day during those times when special events and activities scheduled by the day school program disrupt on-campus adult education programs.

MIAMI-DADE COUNTY PUBLIC SCHOOLS
 MIAMI, FLORIDA
 2004 - 2005 SCHOOL CALENDAR
 ADULT/VOCATIONAL EDUCATION

6Gx13- 6C-1.02

JULY 2004				
MON.	TUES.	WED.	THUR.	FRI.
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST 2004				
MON.	TUES.	WED.	THUR.	FRI.
2	3	4	△5	△6
△9	△10	△11	○12	○13
□16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
		1	2	3
⊗8	7	8	9	10
13	14	15	○16	17
20	21	22	23	24
27	28	29	30	

OCTOBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
				1
4	5	6	7	8
11	12	13	14	○15
18	19	20	21	22
25	26	27	28	29

NOVEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
1	2	3	4	5
8	9	10	⊗11	12
15	16	17	18	19
22	23	24	⊗25	26
29	30			

DECEMBER 2004				
MON.	TUES.	WED.	THUR.	FRI.
		1	□2	○3
□6	7	8	9	10
13	14	15	16	17
⊗20	⊗21	⊗22	⊗23	⊗24
⊗27	⊗28	⊗29	⊗30	⊗31

JANUARY 2005				
MON.	TUES.	WED.	THUR.	FRI.
3	4	5	6	7
10	11	12	13	14
⊗17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY 2005				
MON.	TUES.	WED.	THUR.	FRI.
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
⊗21	22	23	24	25
28				

MARCH 2005				
MON.	TUES.	WED.	THUR.	FRI.
	1	2	3	4
7	8	9	10	11
14	15	16	17	○18
⊗21	⊗22	⊗23	⊗24	⊗25
28	29	30	31	

APRIL 2005				
MON.	TUES.	WED.	THUR.	FRI.
				1
4	5	6	□7	○8
□11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY 2005				
MON.	TUES.	WED.	THUR.	FRI.
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	○27
⊗30	⊗31			

JUNE 2005				
MON.	TUES.	WED.	THUR.	FRI.
		1	2	○3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JULY 2005				
MON.	TUES.	WED.	THUR.	FRI.
				1
⊗4	○5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	□27	○28	29

- △ NEW TEACHERS REPORT
- TEACHER PLANNING DAY
- ⊗ PAID LEGAL HOLIDAY
- ⊗ RECESS
- BEGINNING/ENDING GRADING PERIOD

DAYS IN GRADING PERIOD

- 1 - 73
- 2 - 71
- 3 - 72

Adult/Vocational EducationADULT/VOCATIONAL EDUCATION SCHOOL CALENDAR - 2003-2004 2004-2005CALENDAR SUMMARY - DAYS IN SCHOOL

First Trimester	Teachers	Students
August	7* <u>14*</u>	5 <u>12</u>
September	21	24 <u>20</u>
October	23 <u>21</u>	24 <u>20</u>
November	47 <u>19</u>	47 <u>19</u>
December	45 <u>3</u>	14 <u>2</u>
	83 <u>78</u>	78 <u>73</u>
Second Trimester	Teachers	Students
<u>December</u>	<u>10</u>	<u>10</u>
January	49 <u>20</u>	49 <u>20</u>
February	19	19
March	20 <u>18</u>	49 <u>17</u>
April	14 <u>6</u>	43 <u>5</u>
	72 <u>73</u>	70 <u>71</u>
Third Trimester	Teachers	Students
April	6 <u>15</u>	6 <u>15</u>
May	20 <u>21</u>	19
June	22	20 <u>21</u>
July	22 <u>19</u>	24 <u>17</u>
August	3	2
	73 <u>77</u>	69 <u>72</u>

*Add five days for teachers new to the school system.

Specific Authority: 1001.41(1)(2); 1001.42(22);1001.43(10)F.S.

Law Implemented, Interpreted, or Made Specific: 1001.42(4)(f)(g)(h) and (i);1001.51(6)F.S.

History

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Repromulgated: 12-11-74

Amended: 6-6-79; 7-1-80; 7-1-81; 3-31-82; 9-22-82; 4-20-83; 4-11-84; 12-12-84; 4-24-85;
1-8-86; 4-16-86; 6-24-87; 6-22-88; 4-26-89; 5-9-90; 5-8-91; 5-6-92; 11-18-92; 5-26-93; 6-22-94;
3-8-95; 3-13-96; 11-6-96; 2-18-98; 3-17-99; 5-17-00; 4-18-01; 4-17-02; 5-14-03

This rule becomes effective August 21, ~~2003~~ 5, 2004.