

## Administrative Procedure 130 – Appendix A

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### SCHOOL YEAR/SCHOOL DAY GUIDELINES

Approval of an alternative school year or school day arrangement is based on *the Guidelines for Considering Changes to the School Year/Day* prepared by Prairie South School Division.

- For **initial approval** of an alternative program, a detailed proposal must be prepared and submitted. The proposal must:
  - Provide a rationale and identify perceived benefits for students;
  - Include evidence of substantial community support with details including a description of the consultation process;
  - Provide a proposed calendar and school day that adhere to provincial program and curriculum requirements;
  - Adhere to provincial program and curriculum requirements and provision of an adequate amount of student instructional time to fulfill these requirements.
  
- The following **process** must be followed:
  - No later than November 30 the school year prior to the proposed alternate year, the initial approval proposal must be received by the Board of Education;
  - The Board of Education notifies the stakeholders of receipt of the initial approval proposal;
  - By March 31 the Board's decision either to reject the proposal or to grant initial approval will be conveyed to the community;
  - Upon approval and implementation, a review will be conducted every two years.