



Department of
Education

Cathleen P. Black, Chancellor

2011-2012 SCHOOL YEAR CALENDAR

January 24, 2011

The School Year Calendar mandates that school sessions begin for all students on Wednesday, September 7, 2011 and includes a Midwinter Recess (Monday, February 20 through Friday, February 24, 2012). It reflects that on Tuesday, November 8, 2011, and Thursday, June 7, 2012, 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 Regents 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.

2011			
August	29	Monday	The following staff report: Assistant Principals and school-based intermediate supervisors not designated to work an increased work year.
September	5	Monday	Labor Day (schools closed)
September	6	Tuesday	Classroom Teachers, Bilingual Teachers in School and Community Relations, Guidance Counselors, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, Educational Paraprofessionals (except for School Secretaries, Psychologists and Social Workers) 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. Students will not be in attendance.
September	7	Wednesday	SCHOOL SESSIONS BEGIN FOR ALL STUDENTS Early dismissal for non-District 75 Kindergarten Students only <ul style="list-style-type: none"> Partial school time for Prekindergarten public school students.
September	8	Thursday	Early dismissal for non-District 75 Kindergarten Students only <ul style="list-style-type: none"> Partial school time for Prekindergarten public school students.
September	9	Friday	First Full day for non-District 75 Kindergarten public school students. <ul style="list-style-type: none"> Partial school time for Prekindergarten public school students.
September	12	Monday	First Full day for all Prekindergarten public school students.
September	29 30	Thursday and Friday	Rosh Hashanah (schools closed)
October	6	Thursday	Prekindergarten Non-Attendance Day
October	10	Monday	Columbus Day Observed (schools closed)
November	8	Tuesday	Election Day Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. Students will not be in attendance.
November	11	Friday	Veterans Day (schools closed)
November November	24 25	Thursday and Friday	Thanksgiving Recess (schools closed)
December	26	Monday through	Winter Recess (including Christmas and New Year's Day) (schools closed -

January	2	and including Monday	students return to school on Tuesday, January 3, 2012).
2012			
January	16	Monday	Dr. Martin Luther King, Jr. Day (schools closed)
January	27	Friday	Prekindergarten Non-Attendance Day
January	30	Monday	Fall Term ends for high school students. No high school students will be in attendance. Chancellor's Conference Day for staff development in all high Schools. All other students will be in attendance. (See section 7 below for details on high school student attendance on January 30.)
January	31	Tuesday	Spring Term begins for high school students.
February	20 24	Monday through Friday	Midwinter Recess (including Washington's Birthday) (schools closed)
March	23	Friday	Prekindergarten Non-Attendance Day
April April	6 13	Friday through Friday	Spring Recess (including Good Friday, Easter and Passover) (schools closed- Students return to school on Monday, April 16).
May	28	Monday	Memorial Day Observed (schools closed)
June	7	Thursday	Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. School staff report to work if required by their collective bargaining agreement. Students in all five boroughs will not be in attendance.
June	22	Friday	In non-District 75 high schools having to administer Regents Exams from June 13 through June 21, students in high school administering Regents exams will not be in attendance on Regents Rating Day, Friday, June 22.
June	27	Wednesday	LAST DAY FOR ALL STUDENTS (all students report) An early dismissal of students is to be scheduled on Wednesday, June 27 under the guidelines outlined in Section 13 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	28 29	Thursday and Friday	All other staff report except 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 Regents High Learning Standards and Assessments (November 8 and June 7 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 2011-2012 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 8, 2011 and on Thursday, June 7, 2012 for a for a Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments. On both days, students in all five boroughs will not be in attendance. Prekindergarten teachers will participate in activities planned by the Prekindergarten Borough Office.
7. Monday, January 30, 2012 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 30). The high school spring term begins on Tuesday, January 31 with a full day of instruction.
8. All schools will be open on Friday, February 10 and Monday, February 13, 2012 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 Prekindergarten for less than 2.5 hours of instruction, exclusive of lunch, 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 13 through June 21, high school students will not be in attendance on Regents Rating Day, Friday, June 22.
13. As concerns the early dismissal of students on the last day of school (Wednesday, June 27, 2012), 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 185 aidable days (184 instructional days).
18. **For District 75 Kindergarten through Grade 6 Level and All Grades 1 through 6**, there are 187 aidable days (184 instructional days).
19. **For Grades 7 and 8 Citywide and Grade 9 in Middle Schools (including District 75)**, there are 186 aidable days (184 instructional days).
20. **For High School Level Grades 9 through 12**, there are 187 aidable days in all boroughs, 182 of which are instructional (in District 75, there are 187 aidable days, 184 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 a focus on the Regents High Learning Standards and Assessments as indicated in section 1.
22. On Tuesday, November 8, 2011 (Election Day), and on Thursday, June 7, 2012 (Anniversary Day), a Chancellor's Conference Day for staff development related to the Regents High Learning Standards and Assessments is scheduled in all five boroughs. Students IN ALL FIVE BOROUGHES 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 Prekindergarten students (staggered entrance), it is recommended that an Orientation Session takes place on Wednesday, September 7, 2011 for the parents of all Prekindergarten 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. Information is also available at the [Early Childhood Website](#).
24. Non-attendance days for Prekindergarten students are designed for staff to participate in professional development activities that meet the Chancellor's mandate, (See section 21 above). In addition, the Office of Early Childhood Education provides professional development related to the successful implementation of a high quality program. Information is based on current research, performance standards, assessment, integrated curricula etc., as it relates to the cognitive, social and emotional, aesthetic and physical development in all prekindergarteners including English Language Learners and children with disabilities.
25. Consultation on the school year calendar has taken place with superintendents, parent representatives, the Nonpublic Schools Committee, and appropriate collective bargaining representatives.