### SCHEDULE OF EVENTS 2015

**August**
- 12: New Principals’ Workshop
- 13: Elementary Principals In-service
- 17: PFI
- 26–Sept. 1: (Option I) Professional Development/Teacher Work Days
- 28: Professional Dev. In-service Day for Salem area schools
- 31: Professional Dev. In-service Day

**September**
- 1–4: (Option II) Professional Development/Teacher Work Days
- 7: Holiday: Labor Day
- 8: (Option II) Start Date
- 8–21: Renaissance STAR Testing Window #1
- 18: Elementary Principals’ Mtg, Pastoral Center (PM)

**October**
- 9: State-wide/Archdiocesan Teacher In-service Day
- 14: New Principals Workshop
- 15: High School Principals Mtg. (Marist)
- 27: PFI

**November**
- 11: Holiday: Veterans Day
- 13: Elementary Principals’ Mtg. (PC)
- 17: PFI
- 18: New Principals Wrkshp
- 25: Early Dismissal (Compliments of DCS)
- 26: Holiday: Thanksgiving Day
- 27: Thanksgiving Vacation (TV)
- 30–Dec. 11: Renaissance STAR Testing Window #2

**December**
- 3: School Pastors, Presidents & Principals’ Advent Mass & Luncheon
- 21–Jan. 1: Christmas Vacation (CV)
- 25: Holiday: Christmas Day

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### SCHEDULE OF EVENTS 2016

**January**
- 1: Holiday: New Year’s Day
- 13: PFI
- 15: Elementary Principals’ Mtg., Pastoral Center (PM)
- 18: Holiday: MLK Jr. Day
- 31-Feb. 6: Catholic Schools Week

**February**
- 2: High School Principals Mtg. (SMA)
- 5: Elementary Teachers’ Faith Formation In-service Day
- 11: New Principals Wrkshp
- 15: Holiday: President’s Day
- 16: Elementary Teachers’ In-service Day
- 22–Mar. 4: Renaissance STAR Testing Window #3
- 24: PFI

**March**
- 24–26: All Principals Retreat (PR)
- 11: Elementary Principals’ Mtg., Pastoral Center (PM)
- 21–25: Spring Vacation (SV)
- 25: Good Friday (GF)
- 27: Easter! (E)

**April**
- 28: Religious Observance (RO): Easter Monday (All schools closed)

**May**
- 16–27: Renaissance Testing Window #4
- 19: School Pastors, Presidents & Principals Appreciation Mass & Luncheon

**June**
- 14: (Option I) Last Day of 2015-16 School Year
- 17: (Option II) Last Day of 2015-16 School Year
- 15–16: Teacher Planning

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Revised 7/1/15
The 198 Contract Days include:

8 LEGAL HOLIDAYS (All Schools Closed):

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2 ARCHDIOCESAN ELEM. TEACHERS’ FAITH FORMATION IN-SERVICE DAYS:

*8/26/15 – 9/2/15 1/5/16
*1 teacher planning day (before school year begins) to include faith formation local in-service – Theme: Lesson 4: Mary, The Mother of God, Catholicism Series

2 ARCHDIOCESAN ELEMENTARY TEACHERS’ PROF. DEV. DAYS

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ELEMENTARY PRINCIPAL MEETINGS:

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*Principals’ Retreat (tentative)

7 WORK/PROFESSIONAL DEVELOPMENT FULL DAYS

(includes August 31st in-service day)
The 7 Staff Development days may be reconfigured differently than what is presented in the Archdiocesan calendar; however, this could affect your school’s closing date in June.

4-FLOATING PROFESSIONAL DEVELOPMENT HALF-DAYS:
The 4-½ days may not be combined to full day professional development. The ½ days need to be held on site and used at the principal’s discretion for professional growth opportunities or teacher workdays. (By the way, November 25th, early dismissal, should not be included in your count.)

1 RELIGIOUS OBSERVANCE DAY:

Easter Monday, March 28, 2016 (All Schools Closed)

(Explanation: Good Friday, is included in Spring Vacation for this school year therefore pushing the Religious Observance Day to Easter Monday.)

The 179 Instructional Days include:

The Instructional Day:

Required Instructional Time (minimum) for the Department of Catholic Schools is as follows: 1 Instruction Day:

- Grades 1-3: 5.5 Instructional hours
- Grade 4-8: 6.0 Instructional hours

INSTRUCTIONAL TIME INCLUDES:

- School assemblies, student orientations, testing, parent-teacher conferences (Up to 4 full days or 8 early release days), and other instructionally related activities involving students directly may be included as Instructional time.
- If instructional time is used for faculty meetings during the school week, the instructional time lost must be recovered. (Increasing the length of the instructional day to offset the loss of instructional time is usually recommended.)

NON INSTRUCTION TIME INCLUDES:

- Transportation to and from school, passing time between classes, non-instructional recess and lunch periods shall not be included. Passing time is defined as those minutes between segments of the program that are apparent in the school’s daily schedule.
- Student and staff activities related to the opening and closing of the school year, grade reporting, program planning, staff meetings, and other classroom and building management activities shall not be counted as instructional time.

EMERGENCY SCHOOL CLOSURE:

- Up to a total of 2 days of emergency school closure due to adverse weather conditions and facility failures may be included in your school’s instruction calendar if necessary.

8TH GRADERS EXCEPTION:

- 8th grade students are required to attend not less than 175 instructional days. Graduation activities are not considered instructional time. (Earliest release date for Option I: June 8, 2015 and Option II: June 13th)

ACCREDITATION EXCEPTION:

- One year prior to the accreditation visit, schools designated for accreditation are allowed an additional 6 days to prepare for this visit. Schools so designated have the option of using all six days during the year prior to accreditation or of splitting them between the preparation year and actual year of accreditation up to the actual accreditation visit. It is recommended that 5 of the 6 days be used to prepare for accreditation and that the 6th day be saved as a school holiday to be used at the end of the accreditation visit.

HOLY WEEK EXCEPTION:

- Please avoid planning any co-curricular/athletic activities or events on the evening of Holy Thursday, and all day Good Friday of Holy Week.