#### **BUCKEYE LOCAL BOARD OF EDUCATION**

Regular Board Meeting Tuesday, March 19, 2019 6:30 p.m. Wallace H. Braden Middle School

## UBUGKEYEWELEDUGAYELEOR SUGGESS

#### M SEMEMENT SEMENT

The Buckeye Local School District unifies individuals, communities and resources to create a WORLD CLASS LEARNING COMMUNITY that gives ALL students the opportunity to be successful in THEIR future.

#### GOALS

The Buckeye Local Board of Education has established the following goals:

- 1. The board of education will achieve excellence in learner-focused governance.
- 2. The board of education will conduct efficient and effective meetings.
- 3. The board of education will increase community and staff trust and satisfaction.

This meeting is a meeting of the board of education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Please complete a public participation form and submit it to the board president prior to the start of the meeting.

Board Policy # 0165.1, Item B

Buckeye Local Board of Education
Mary Wisnyai – President
Shannon Pike – Vice President
Gregory Kocjancic
Tina Stasiewski
David Tredente

Mr. Patrick Colucci Superintendent Mrs. Jamie Davis Treasurer

#### **BUCKEYE LOCAL BOARD OF EDUCATION**

#### **REGULAR BOARD MEETING**

Tuesday, March 19, 2019

1.	Οp	enii	ng	Items
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A.	Ca	all to Order			
В.	Ro	oll Call of Members			
	-	KocjancicPike StasiewskiTredenteWisnyai			
C.	Me	editation			
D.	D. Pledge of Allegiance				
E.	Co	ommunications/Special Reports			
	1)	Kingsville Public Library – Partnership Update			
	2)	Ashtabula County District Library – Partnership Update			
	3)	Students of the Month presentation by Trevor Sprague, CEO of the YMCA			
		A. Edgewood High School – Jacob Holden (10 <sup>th</sup> grade)			
		B. Braden Middle School –Reagan Knox (6 <sup>th</sup> grade)			
		C. Kingsville Elementary – Leo Sloan (Kindergarten)			
		D. Ridgeview Elementary - Jarrett Herron (5 <sup>th</sup> grade)			

## F. Public Participation Relative to Agenda Items (Bylaw 0169.1)

Please complete a public participation form and submit it to the board president prior to the start of the meeting. We welcome your comments and/or questions during this time. Statements shall be limited to three (3) minutes. Please keep comments brief and to the point. Do not reflect adversely on the political or economic view, ethnic background, character or motives of any individual.

## G. Correspondence

#### 2. Treasurer's Report

#### Reports & Recommendations:

It is the recommendation of the Treasurer that the BOE approve the following items as presented in 2A – 2C:

- A. Approve the following BOE meeting minutes as presented to the board on March 11, 2019.
  - 1) 2/11/2019 Special Meeting
  - 2) 2/19/2019 Regular Meeting
- B. Approve bills paid in February and the financial reports as presented to the board on March 11, 2019.
- C. MNJ Technologies, Datech Direct, and GreatWave Telecommunications
  Approve the E-Rate Category Two agreements effective July 1, 2019 for a term of 12 months:
  - MNJ Technologies equipment and related maintenance up to \$38,387 as presented in Exhibit A.
  - Datech Direct- cabling maintenance on existing equipment and anticipating cabling needs up to \$4,250 as presented in Exhibit B.
  - GreatWave installation, maintenance on existing equipment and anticipating cabling needs up to \$31,220 as presented in Exhibit C.

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## 3. Superintendent's Report

#### **Reports & Recommendations**

It is the recommendation of the Superintendent that the BOE approve the following items as presented in 3A – 3D:

A. Approve the 2019-2020 School Calendar as presented in Exhibit D.

#### B. Public Records Training

That the Board designate the Superintendent and/or Treasurer to attend, on behalf of the Board, the public records training which is required under Ohio Revised Code Section 109.43(B). The preceding statement is retroactive from November 2017.

## C. Board Policy - Second Reading

Please approve the following amended policy for board adoption:

po5460 Graduation Requirements

## D. Accept gifts as presented:

- Accept a donation of \$300.00 from Leslie Desin to the BLSD Maintenance/Custodial Departments.
- 2. Accept a donation of casters (\$240.00 value) from Molded Fiber Glass for the Edgewood Musical Production set construction.
- 3. Accept a donation of \$200.00 from Rapid Photo to the Warrior Winter Basketball team.
- 4. Ridgeview PTO wishes to present Ridgeview Elementary School a check in the amount of \$1,282.60 to purchase a computer and toner for use at Ridgeview Elementary.

## 5. Rachel's Closet at Edgewood High School

- i. Class of 1967 presented a check for \$300.00.
- ii. Jeanne & Chester Palumbo (Class of 1967) presented a check for \$100.00.
- iii. Jeanne & Richard Moehring (Class of 1967) presented a check for \$25.00

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#### 4. Personnel

It is the recommendation of the Superintendent that the Board approve the following Personnel items as presented in 4A – 4M:

#### **Administrative Staff:**

- A. Re-employ the following individuals in accordance with Section 3319.02 of the Ohio Revised Code and issue a contract for a three-year period from August 1, 2019, to July 31, 2022:
  - 1) Michael Notar, Principal of Edgewood High School, step 8 experience, \$92,557.13
  - 2) Danyel Ryan, Principal of Ridgeview Elementary, step 3 experience, \$77,012.56
  - 3) Steve Kray, Athletic Director/Assistant Principal of Edgewood High School, step 7 experience, \$84,432.13
- B. Consider whether to approve the Superintendent's recommendation to non-renew the administrative contract of Traci Morse, Assistant Principal at Edgewood High School:

WHEREAS, Ohio Revised Code § 3319.02 gives this Board the authority to non-renew the employment contracts of assistant superintendents and other administrators; and

WHEREAS, Traci Morse ("Ms. Morse") has been employed by the Board of Education of the Buckeye Local School District as the Assistant Principal of Edgewood High School on a 2-year contract, effective August 1, 2017 through July 31, 2019, issued pursuant to Ohio Revised Code § 3319.02; and

WHEREAS, Ms. Morse's contract expires on July 31, 2019 and

WHEREAS, Ms. Morse has been evaluated in accordance with the evaluation procedures in Ohio Revised Code § 3319.02; and

WHEREAS, Ms. Morse has been provided with notice of the date that her contract expires and that she may request a meeting with the Board of Education in executive session; and

WHEREAS. Ms. Morse requested a meeting with the Board of Education; and

WHEREAS, on March 19, 2019 the Board of Education held a meeting in executive session as requested by Ms. Morse, pursuant to Ohio Revised Code 3319.02; and

WHEREAS, the Superintendent has recommended to the Board of Education that Ms. Morse's contract not be renewed; and

WHEREAS, the Board of Education has reviewed and considered the Superintendent's recommendation and Ms. Morse's evaluations, and reviewed and considered the information presented by Ms. Morse at the March 19, 2019 meeting in executive session.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Buckeye Local School District that the Board shall not reemploy Ms. Morse at the expiration of her current contract.

BE IT FURTHER RESOLVED that the Board hereby authorizes and directs the Superintendent and/or Treasurer to provide Ms. Morse with written notice of the Board's decision not to reemploy Ms. Morse at the expiration of her current contract.

BE IT FURTHER RESOLVED that it is hereby found and determined that all formal action of the Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action were in meetings open to the public, when required by law, in full compliance with the law.

#### **Certified Staff:**

## C. Certified - Salary Placement Adjustments effective January 4, 2019

- 1) Taylor Cook, teacher at Kingsville Elementary, B +20 at \$38,034, to M at \$41,401
- 2) Shannon DeCamillo, teacher at Ridgeview Elementary, from B +20 at \$51,499, to M at \$54,864.
- 3) Jacqueline Jenks, teacher at Kingsville Elementary, from M+10 at \$67,150 to M+20 at \$68,497.
- 4) Tricia Kato, Intervention Specialist at Edgewood High School, from B+20 at \$48,132 to M at \$51,499.

#### D. Certified – Retirement

Donna Pasky, teacher, Ridgeview/Kingsville Elementary Schools, effective June 3, 2019. Mrs. Pasky has served the district for 36 years.

## E. Certified – Request for Family Medical Leave Absence (FMLA) as presented:

Christianna Evans, teacher, Edgewood High School, effective March 25, 2019, for no more than 12 work weeks in a 12-month period.

#### F. Certified - Home Instruction Tutor

Margaret Andes, Home Instruction Tutor, Kingsville Elementary, 5 hours per week at \$23.56 per hour, effective February 25, 2019.

#### G. Certified Resignations

The following employees will resign their positions at the end of the 2018-19 school year:

- Joann Smith, Ridgeview Elementary, Co-Advisor of Student Council
- Robin Hudson, Ridgeview Elementary, Co-Advisor of Student Council
- Tricia Kato, Edgewood High School, Junior Class Co-Advisor and Prom Co-Advisor
- Beth Simpson, Edgewood High School, Student Council Advisor
- H. <u>Certified / Licensed Employees</u> Employment of Extracurricular and Special Fee Assignments as presented:

<u>Name</u>	<u>Position</u>	<u>Year</u>	Start Date	Yrs. Exp.	<u>Salary</u>
Jessica Pocci	Head Cheer Coach	2019-20	8/1/2019	3	\$2,719.68

I. Non-Certified/Non-Employees - Extracurricular and Special Fee Assignments:

SUPPLEMENTAL RESOLUTION TO APPOINT NON-CERTIFIED / NON-LICENSED INDIVIDUALS TO SUPPLEMENTAL TEACHING POSITION(S)

WHEREAS, the Buckeye Local Board of Education strives to appoint qualified certified/licensed employees to fulfill supplemental contracts; and

WHEREAS, the board has offered the following supplemental position(s) to certified/licensed employee(s) of the district; and

WHEREAS, no such employee(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the position(s) was then advertised to certified/licensed individual(s) who are not employed by the board; and

WHEREAS, no such person(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the board has deemed the following non-licensed/non-certified individuals identified below as qualified to fill the supplemental position(s);

THEREFORE, BE IT RESOLVED, that the Buckeye Local Board of Education, in compliance with O.R.C. 3313.53(D), awards the following supplemental contract(s), for the school year indicated below, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>Year</u>	Start Date	Yrs. Exp.	<u>Salary</u>
Jeff Barger	Volunteer Softball Coach	2018-19	2/20/2019	0	0

#### **Classified Staff:**

## J. Substitute Health Aide at Edgewood High School

Kathleen Hamalainen, substitute health aide at Edgewood HS, effective March 7, 2019, 4 hours/day at \$20.00/hour.

## K. Classified – Request for Family Medical Leave (FMLA)

Kim Barker, Custodian, Edgewood High School, effective February 28, 2019, for no more than 12 work weeks in a 12-month period.

#### L. Classified - New Hire

Beverly Pierce, Cafeteria Service Personnel Edgewood High School, step 1 of 6, 4.5 hours per day (9:00 a.m. to 1:30 p.m.) at the rate of \$14.83 per hour, effective February 26, 2019.

## M. Athletic Student Worker

Angela Graeb, effective immediately, at a rate of \$20 per contest.

All personnel appointments are contingent upon possessing or obtaining the appropriate certification/licensure, validation, and/or permit as required by law and board policy, as well as satisfactory physical examination, criminal background check and/or current CPR training where applicable.

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5.	Visitor Participation Relative to New Items (non-agenda items)
	Please complete a public participation form and submit it to the board president prior to the star
	of the meeting. Please limit your comments to three minutes or less.
6.	Other Business – FYI
7.	Adjournment

\_\_\_\_Kocjancic \_\_\_\_Pike \_\_\_\_ Stasiewski \_\_\_\_Tredente \_\_\_\_Wisnyai

3436 Edgewood Drive · Ashtabula, Ohio 44004 · Telephone: 440/998-4411 · Fax: 440/992-8369

PATRICK E. COLUCCI, SR., SUPERINTENDENT

JAMIE DAVIS, TREASURER

March 19, 2019

MNJ Technologies Direct, Inc. 1025 Busch Pkwy Buffalo Grove, IL 60089-4504

RE: E-rate Funding Year 07/01/2019 to 06/30/2020

Dear MNJ Technologies Direct, Inc.:

This letter will confirm our decision to purchase from your company up to \$38,387.00 of Category Two products and services, as specified in the attached specifications and price quotations. The portion of this contract for Category Two recurring services (MIBS & BMIC) shall have an end date of 6/30/2020; the portion of the contract for Internal Connections or other non-recurring services, shall have an end date of 9/30/2020.

This agreement is effective the date above-written and is contingent on the following conditions:

- 1. Contract confirmation by our governing board, if required;
- 2. Governing board's appropriation of funds; and
- 3. At our option, award and acceptance of FY2019 E-rate funding.

This written acceptance of your proposal constitutes an agreement between us. It is agreed that the performance dates of this contract may be extended as necessary to accommodate funding delays of the USAC/SLD and other unforeseen occurrences. Our school reserves the right to terminate this contract at any time and for any reason by giving vendor thirty (30) days written notice. Vendor shall be entitled to payment for deliverables in progress, to the extent that the work has been performed satisfactorily. Additionally, we reserve the right to make SPIN changes as allowed by the FCC.

Please sign below to acknowledge your acceptance and return a signed copy to us as soon as possible. THIS SIGNED, PROPERLY DATED CONTRACT IS REQUIRED UNDER E-RATE RULES. Electronic, facsimile, photocopy and pdf copies, including signatures, shall be deemed original.

Sincerely,	Vendor
Signature	Signature
Printed Name and Title	Printed Name and Title
	 Date

3436 Edgewood Drive · Ashtabula, Ohio 44004 · Telephone: 440/998-4411 · Fax: 440/992-8369

PATRICK E. COLUCCI, SR., SUPERINTENDENT JAMIE DAVIS, TREASURER

March 19, 2019

DATECH DIRECT 3453 Jefferson Road Ashtabula, Ohio 44004

RE: E-rate Funding Year 07/01/2019 to 06/30/2020

Dear Datech Direct:

This letter will confirm our decision to purchase from your company up to \$4,250.00 of Category Two products and services, as specified in the attached specifications and price quotations. The portion of this contract for Category Two recurring services (MIBS & BMIC) shall have an end date of 6/30/2020; the portion of the contract for Internal Connections or other non-recurring services, shall have an end date of 9/30/2020.

This agreement is effective the date above-written and is contingent on the following conditions:

- 1. Contract confirmation by our governing board, if required;
- 2. Governing board's appropriation of funds; and
- 3. At our option, award and acceptance of FY2019 E-rate funding.

This written acceptance of your proposal constitutes an agreement between us. It is agreed that the performance dates of this contract may be extended as necessary to accommodate funding delays of the USAC/SLD and other unforeseen occurrences. Our school reserves the right to terminate this contract at any time and for any reason by giving vendor thirty (30) days written notice. Vendor shall be entitled to payment for deliverables in progress, to the extent that the work has been performed satisfactorily. Additionally, we reserve the right to make SPIN changes as allowed by the FCC.

Please sign below to acknowledge your acceptance and return a signed copy to us as soon as possible. THIS SIGNED, PROPERLY DATED CONTRACT IS REQUIRED UNDER E-RATE RULES. Electronic, facsimile, photocopy and pdf copies, including signatures, shall be deemed original.

Sincerely,	Vendor
Signature	Signature
Printed Name and Title	Printed Name and Title
	Date

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PATRICK E. COLUCCI, SR., SUPERINTENDENT

JAMIE DAVIS, TREASURER

March 18, 2019

GreatWave Broadband Services, LLC 224 State Street P.O. Box 579 Conneaut, Ohio 44030

RE: E-rate Funding Year 07/01/2019 to 06/30/2020

Dear GreatWave Broadband Services, LLC:

This letter will confirm our decision to purchase from your company up to \$31,220.00 of Category Two products and services, as specified in the attached specifications and price quotations. The portion of this contract for Category Two recurring services (MIBS & BMIC) shall have an end date of 6/30/2020; the portion of the contract for Internal Connections or other non-recurring services, shall have an end date of 9/30/2020.

This agreement is effective the date above-written and is contingent on the following conditions:

- 1. Contract confirmation by our governing board, if required;
- 2. Governing board's appropriation of funds; and
- 3. At our option, award and acceptance of FY2019 E-rate funding.

This written acceptance of your proposal constitutes an agreement between us. It is agreed that the performance dates of this contract may be extended as necessary to accommodate funding delays of the USAC/SLD and other unforeseen occurrences. Our school reserves the right to terminate this contract at any time and for any reason by giving vendor thirty (30) days written notice. Vendor shall be entitled to payment for deliverables in progress, to the extent that the work has been performed satisfactorily. Additionally, we reserve the right to make SPIN changes as allowed by the FCC.

Please sign below to acknowledge your acceptance and return a signed copy to us as soon as possible. THIS SIGNED, PROPERLY DATED CONTRACT IS REQUIRED UNDER E-RATE RULES. Electronic, facsimile, photocopy and pdf copies, including signatures, shall be deemed original.

Sincerely,	Vendor
Signature	Signature
Printed Name and Title	Printed Name and Title
	Date

## 2019-2020 School Year Calendar

## **BUCKEYE LOCAL SCHOOLS**



July			2	019
mon	tue	wed	thu	fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

A/I	CCI	ON	CT	TE	MENT
17.					

The Buckeye Local School District unifies individuals, communities, and resources to create a WORLD CLASS LEARNING COMMUNITY that gives all students the opportunity to be successful in THEIR future.

October			20′	19
mon	tue	wed	thu	fri
	1	2	3 MC	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 PD	29	30	31	

Oct. 3.....MS Parent/Teacher Conf. Oct. 11...No School - NEOEA Day

Oct. 25... End of first grading period

Oct. 28...No School – Teacher Professional Records Day

## KEY:

Blue – Day(s) Off Green – Teacher Prof. Day No School for Students Clear – School Day

Augus	t		20	19
mon	tue	wed	thu	fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	R/HT	W/ET/ MT	រ 0
26 *	27	28	29	30

Aug. 21....Teacher Report Day

Aug. 21 ... HS Meet the Teacher Night

Aug. 22.... Waiver Day

Aug. 22....Elem. Meet the Teacher Night

Aug. 22....MS Meet the Teacher Night

Aug. 23....Orientation Day

Aug. 26 ... School Begins For Students

Welcome back!

Noven		2019		
mon	tue	wed	thu	fri
				1
4	5	6	7 EC	8
11	12	13	14 EC	15
18	19	20	21	22
25	26	27	28	29

Nov. 7....Elem. Parent/Teacher Conf. Nov. 14...Elem. Parent/Teacher Conf.

Nov. 27-29.... No School -

Thanksgiving Break

Septe	mber		201	9
mon	tue	wed	thu	fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26 HC	2.7 <b>W</b>
30				

Sept. 2....Labor Day - No School

Sept. 26...HS Parent/Teacher Conf.

Sept. 27... Waiver Day

Decei	nber		201	19
mon	tue	wed	thu	fri
2 *	3	4	5 HC	6
9	10	11	12 MC	13
16	17	18	19	20
23	24	25	26	27
30	31			

Dec. 2....School Resumes

Dec. 5.....HS Parent/Teacher Conf.

Dec. 12...MS Parent/Teacher Conf.

Dec. 23-Jan 3...Winter Break

## BUCKEYE LOCAL SCHOOLS



Janu	ary		20	20
mon	Tue	wed	thu	fri
		1	2	3
6 *	7	8	9	10
13	14	15	16	17
20	PD	22	23	24
27	28	29	30 EC	31

Jan. 6. ....School Resumes

Jan. 17... End of second grading
Period

Jan. 20... No School Martin Luther King, Jr. Day

Jan. 21.... No School - Teacher
Professional Records Day

Jan. 30... Elem. Parent/Teacher Conf.

Apri	l		20	20
mon	tue	wed	thu	fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Apr 10... No School-Good Friday

Febr	uary		20	020
mon	tue	wed	thu	fri
3	4	5	6 EC	7
10	11	12	13	14
17	18	19	20 HC	21
24	25	26	27 MC	28

Feb. 6... Elem. Parent/Teacher Conf. Feb. 17....No School – President's Day Feb. 20... HS Parent/Teacher Conf. Feb. 27...MS Parent/Teacher Conf

May		2020			
mon	tue	wed	thu	fri	
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	

May 25... No School - Memorial Day

March 2020				)20
mon	tue	wed	thu	fri
2	3	4	5	6
9	10	-11	12	13
16	17	18	19 19	20 PD
23	24	25	26	27
30 ★	31			

Mar. 19... End of third grading
Period
Mar. 20.....No School - Teacher
Professional Records Day
Mar. 23-27.....Spring Break
Mar. 30.....School Resumes

June 2020				
mon	tue	wed	thu	fri
1	2	3	R	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

June 3...Last Day of School
June 3...End of fourth grading
Period
June 4... Teacher Report Day
June 5-9... Make-up Day (if nec.)

Have a terrific summer!

# BUCKEYE LOCAL SCHOOLS SCHOOL CALENDAR 2019-2020

Wednesday Wednesday Thursday Thursday Friday Monday Thursday Friday Friday Friday Friday Friday Monday	Aug. Aug. Aug. Aug. Aug. Aug. Sept. Sept. Sept. Oct. Oct. Oct. Oct.	21 21 22 22 22 23 26 2 26 27 3 11 25 28	Teacher Report Day High School Meet the Teacher Night Waiver Day Elementary Meet the Teacher Night Middle School Meet the Teacher Night Staff Orientation Day Classes Begin for Students Labor Day – No School High School Parent/Teacher Conferences Waiver Day Middle School Parent/Teacher Conferences NEOEA Day – No School End of 1st Grading Period Teacher Professional Day/Records	42 Student Days 1 Teacher Report Day 2 Waiver Days 1 Professional Day 1 Conference Day 1 Staff Orientation Day
Thursday Thursday Wed — Fri Monday Thursday Mon — Fri De Monday Friday Monday Tuesday	Nov. Nov. 2 Dec. Dec. Dec. dec. 23-Jan. Jan. Jan. Jan.	2 5 12	Elementary Parent/Teacher Conferences Elementary Parent/Teacher Conferences Thanksgiving Holiday School Resumes after Thanksgiving Break High School Parent/Teacher Conferences Middle School Parent/Teacher Conferences Winter Break School Resumes After Winter Break End of 2 <sup>nd</sup> Grading Period/First Semester Martin Luther King, Jr. Day - No School Teacher Professional Day/Records	46 Student Days 1 Teacher Professional Day
Thursday Thursday Monday Thursday Thursday Thursday Friday	Jan. Feb. Feb. Feb. Feb. Mar. Mar.	30 6 17 20 27 19 20	Elementary Parent/Teacher Conferences Elementary Parent/Teacher Conferences Presidents' Day – No School High School Parent/Teacher Conferences Middle School Parent/Teacher Conferences End of 3rd Grading Period Teacher Professional Day/Records	41 Student Days 1 Conference Day 1 Teacher Professional Day
Mon-Fri Monday Friday Monday Wednesday Thursday	Mar. 2: Mar. Apr. May June	3-27 30 10 25 3	Spring Break School Resumes After Spring Break No School (Good Friday) Memorial Day - No School Last Day of School End of 4th Grading Period/Second Semester Teacher Report Day	46 Student Days 1 Teacher Report Day

- Kindergarten 1st full day of school Thursday, September 5, 2019
- Seniors last day Tuesday, May 19, 2020
- Commencement Wednesday, June 3, 2020



No school for students & teachers Teacher Work Days - No school for students

- 175 Instructional (Student) Days
  - 2 Parent/Teacher Conf Days
  - 3 Teacher Professional Days
  - 1 Orientation Day
  - 2 Waiver Days
  - 2 Teacher Report Days
- 185 Salary Based Days

Should Calamity Days exceed the number of required hours, the number of make-up days to meet the legal requirements of the school will be scheduled as needed, following the last day of school. (Ex. June 5th, 8th & 9th).