

## **REGULATION #8200.1**

### **LOCAL SCHOOL CALENDAR/PROCESSES**

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#### **1. PREAMBLE**

This regulation supports policy and is intended to guide the school principal and the Parents' Advisory Council (PAC) executive, with the staff in developing a process to consider implementing a local school calendar. A meeting will be called by the school principal and PAC to assess the general interest in having a local school calendar at the school. If there appears to be a strong interest, the school principal will work with his/her staff and the PAC to bring the issue forward.

#### **2. RESPONSIBILITIES**

2.1. It is the responsibility of the principal to:

- a) Ensure that all school staff, students and parents are provided with a copy of the policy and regulations prior to making a decision to pursue consideration of a local school calendar.
- b) Ensure that all groups of the school community are thoroughly knowledgeable about the proposal, the benefits for students, and the appropriate options for them.
- c) Ensure that all groups of the school community have an opportunity for thorough and meaningful discussion about the proposal, and that a reasonable consensus supporting the proposal has been arrived at within each of these groups.
- d) Maintain a system of keeping names of students whose parents do not wish to have their children attend the school on a local calendar, and attempt to make accommodation for those students at neighbouring schools should their parents wish that.
- e) Any local calendar proposal should also remind staff of the processes that exist for the transfer out to another school of staff who do not wish to participate in the local calendar. This section does not apply where the Surrey Board of Education is proposing a local calendar for the entire school district.
- f) Administer the program.

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#### **3. SCHOOL STAFF CONSULTATION**

- 3.1. Thorough consultation for the purposes of developing consensus must take place with the employees of the board assigned to a local school considering a local calendar proposal. The resulting level of support for the proposal, is to be determined and expressed by the employees through their unions or other representatives, as the case may be.
- 3.2. Unless otherwise required by the School Act Regulations or any collective agreements, the level of staff approval will be considered by the Surrey Board of Education before approving a local school calendar. However, the needs of students and the school community will prevail in consideration of the proposal.
- 3.3. Failure to provide notice to any individual employee or parent, unless bad faith is shown, shall not invalidate any action taken on a school calendar proposal.

#### **4. PARENT CONSULTATION**

- 4.1. Thorough consultation for the purposes of developing consensus must take place with all the parent groups of a school considering a local calendar proposal affecting that school.
- 4.2. Unless otherwise required by the School Act, the level of parent approval will be considered by the board before approving a local school calendar. However, the needs of students and the school community will prevail in consideration of the proposal.
- 4.3. The proposal presented must inform the board of the process of consultation and the level of support among the parent community.

*Revised: 2016-06-03*

*Approved: 2008-05-08*