
HORIZON SCHOOL DIVISION**Policy Code:** HCBA
Policy Title: Alternative School Week/
Year Structure**POLICY HANDBOOK****Cross Reference:** HC
Legal Reference:
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POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THERE IS MERIT IN CONSIDERING ALTERNATIVE WAYS OF ARRANGING THE SCHOOL WEEK/YEAR WHEN SUCH ALTERNATIVES HAVE THE SUPPORT OF THE SCHOOL COMMUNITY AND ARE DEEMED TO BENEFIT STUDENT LEARNING.

REGULATIONS**Regulations for Approving Alternative Week Structures:**

1. Proposals to consider alternatives ways of arranging the school week/year may be initiated by staff or parents.
2. The majority of a school council executive must support consideration of the proposal before it can be considered by the larger school community.
3. The Superintendent shall be informed once consideration of the proposal has been approved by the school council executive.
4. Prior to proceeding, the Superintendent must approve further consideration of the proposal.
5. Once the Superintendent approval is provided, the principal of the school, in consultation with school council members, shall prepare an information sheet for parents regarding the proposal.
6. A clear question on the proposal shall be prepared and approved by the Superintendent.
7. A meeting of parents shall be widely advertised and convened by the school principal where information must be shared on both sides of the proposal and an opportunity provided to parents to voice their views on the proposal.
8. After the meeting of parents, parents shall be surveyed by phone and/or letter so that they may vote on the proposal.
9. All parents presently in the school who will be affected by the proposal or have a child coming into the school in the year the proposal will be implemented shall have an opportunity to vote.
10. All staff, both professional and support shall also have the opportunity to vote on the proposal but their votes shall be considered separately from those of parents.

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11. The results of the votes shall be communicated to the Superintendent who shall share the results with the Board
12. If the results indicate that at least 2/3 (67%) of parents, who vote, are in favor of the proposal, the Board may consider approving the proposal.
13. No individual school that is part of a busing cluster shall consider a proposal that would affect other schools in the cluster unless all schools in the cluster agree to consider the proposal.
14. When a cluster of schools is involved, the Board shall require 2/3 (67%) parental support (of those who vote) prior to considering approval of the proposal, considering all parents that are part of the cluster.
15. A proposal that does not receive at least 2/3 (67%) parental support (those who vote) shall not be considered again for a period of at least three years.
16. All proposals for an alternative week structure must receive Board approval by at least March 31st in the school year preceding implementation.
17. Notwithstanding regulation 15, the Board shall require a review of the alternative structure and may require a further vote on the issue prior to supporting the alternative structure for the second and subsequent years.

Regulations for Approving Alternative Year Structures:

1. The same procedures shall be followed for approving alternative year structures as those for alternative week structures, when the alternative is a major change as determined by the Deputy Superintendent of Schools.
2. For minor changes, such as slight alterations to the year start or ending dates, approval must be provided by the Deputy Superintendent of Schools.