

## **School Year/School Calendar/Instruction Time**

Prior to the end of the school year, the Board must determine the length of time during which BOCES schools must be in session during the next school year. The number of hours/days of planned teacher-student instruction and of teacher-student contact must be consistent with the Board's definition of "actively engaged in the educational process," must meet or exceed the requirements of state law, and must include a sufficient number of days to allow the executive director or designee flexibility in preparing a calendar that supports the BOCES's educational objectives.

The Board defines "actively engaged in the educational process" as time when students are working toward achieving educational objectives under the supervision of a licensed teacher, including:

- classroom instruction time
- individual student work time while at school, including study hall and library research
- school-related field trips
- independent study insofar as such study is allowed under BOCES policy
- assemblies

"Actively engaged in the educational process" does not include:

- lunch
- time students spend before school waiting for classes to begin and time after the last class of the day, including waiting for the bus
- recess time
- teacher preparation time
- passing periods between classes

Supervision by a licensed teacher must not require that the teacher be in the student's physical presence at all times, but that the teacher is exercising direction and control over the nature of the student's activities.

The BOCES calendar for the next school year must be prepared by the executive director or designee and presented to the Board for approval in the spring of each

year. The executive director must consult with school district members when preparing the calendar.

(Adoption date)

LEGAL REFS.: C.R.S. 22-1-112 (*school year and national holidays*)  
C.R.S. 22-5-108 (1)(c) (*board power to operate schools and classes as authorized by its members*)  
C.R.S. 22-33-102 (1) (*definition of academic year*)  
C.R.S. 22-33-104 (1) (*compulsory attendance law*)  
C.R.S. 22-44-115.5 (*fiscal emergency*)  
1 CCR 301-39, Rules 2254-R-2.06 (*school year and instruction hours; definition of contact/instruction time*)

CROSS REF.: EBCE, School Closings and Cancellations  
JH, Student Absences and Excuses

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