

**FEBRUARY 26, 2024**

**WATERLOO REGION DISTRICT SCHOOL BOARD  
NOTICE AND AGENDA**

A **Special** Committee of the Whole meeting of the Waterloo Region District School Board will be held in the Boardroom, Building 2, 51 Ardelt Avenue, Kitchener, Ontario, on **Monday, February 26, 2024, at 7:00 p.m.**

**AGENDA**

**Call to Order**

**Territorial Acknowledgement and O Canada**

**Declarations of Pecuniary Interest**

**Delegations**

**Reports**

01 2024-2025 School Year Calendar

J. Albrecht / C. Hill

**Rise and Report**

Questions relating to this agenda should be directed to  
Stephanie Reidel, Manager of Corporate Services  
519-570-0003, ext. 4336, or [Stephanie\\_Reidel@wrdsb.ca](mailto:Stephanie_Reidel@wrdsb.ca)



# Report to the Board

February 26, 2024

## **Subject: School Year Calendars: 2024 - 2025**

### **Recommendation**

*That the Waterloo Region District School Board approve the 2024-2025 School Year Calendars containing 194 school days, as outlined in Appendices A and B of the Report titled "School Year Calendars: 2024-2025".*

### **Status**

In preparation of the 2024-2025 School Year Calendars, a consultation process was established with representatives from stakeholder groups within the Waterloo Region District School Board, which included employee federations, associations, administrators and community. Members of this year's School Year Calendar Committee are:

- Jodi Albrecht, Superintendent, Student Achievement & Well-Being (Committee Co-Chair)
- Crissa Hill, Superintendent, Student Achievement & Well-Being (Committee Co-Chair)
- Jackie Araujo, Parent Involvement Committee (PIC)
- Marsha Auxilly, President, Waterloo Region Occasional Teachers' Local (WROTL)
- Justin Brown, Executive Manager, Human Resources
- Brenda Burton, President, Custodial and Maintenance Association (CAMA)
- Lisa Clarke, Vice President, OSSTF/FEESO, ESS
- Bill Cody, Trustee
- Carol Dey, Senior Manager, Human Resources
- Susan Faber, President, Supervision Monitors and Cafeteria Assistants (SMACA)
- Jenni Guy, Counsellor, Ontario Principals' Council (OPC Elementary)
- Melissa Hilton, Extended Day Program Manager
- Heather Hughes, Communications Officer
- Nick Landry, Superintendent of Business Services & Treasurer of the Board
- Carrie McCone, Paraprofessional Student Services Supervisor

- Roger Mohammed, Payroll Officer
- Stephanie Oliver-Guppy, Manager, Human Resource Services
- Carrie Osborne, President, Paraprofessional Student Services (PSSP)
- Laurie Pett, Human Resources Officer
- Kristie Stanzel, Vice President, ETFO-WR
- Kelly Sutherland, Supervisor of Applications Student Systems, ITS
- Andi Thiessen-Regehr, Manager, Business Services
- Shannon Thompson, Manager of Review Services
- Deborah Tyrrell, Principal, Counsellor, Ontario Principals' (OPC Secondary)
- David VandenBerg, President, OSSTF/FEESO, District 24
- Jenn Wallage, President, Waterloo Region DECE
- Lynn Wilson, Educational Assistants Association (EAA)

In addition, discussions related to the alignment of School Year Calendars have occurred with the Waterloo Catholic District School Board (WCDSB). As in past years, it is our committee's goal to ensure that the calendar is aligned as closely as possible with the calendar proposed by the WCDSB.

The 2024-25 school year will begin on Tuesday, September 3, 2024 and end on Friday, June 27, 2025.

## **Background**

In accordance with Regulation 304, district school boards are required to prepare, adopt, and submit to the Minister of Education, on or before the 1<sup>st</sup> day of March, a School Year Calendar. The Regulation also states that the School Year Calendar shall include a minimum of 194 school days of which 7 days may be designated by the board as professional activity days. Three of these days must be devoted to specific provincial education priorities. Furthermore, a board may designate up to 10 instructional days as examination days [Section 3. (3.1)].

## **Financial Implications**

The School Year Calendar Committee continues to make every effort to align our school year calendar with that of the WCDSB. However, the proposal for the 2024-25 school year results in two (2) unaligned days and this represents an additional cost to the Board in terms of providing student transportation.

The additional costs incurred for unaligned days during the 2024/25 school year are estimated to be \$236,000; the Waterloo Region District School Board's share of this

cost is estimated to be \$172,000 with the remaining balance being charged to the WCDSB. These anticipated costs are projected to be lower than the 2023-2024 school year.

### **Communications**

Subsequent to Board approval of the above recommendation, School Year Calendars will be submitted to the Ministry of Education for Ministry approval. The School Year Calendars will be shared, noting that they are pending Ministry approval, with students, staff and members of the public following Board approval. As per Ministry direction, schools must communicate the date and purpose of the Professional Activity (PA) Day ten days before each PA day.

Prepared by: Scott Miller, Associate Director of Education,  
Crissa Hill and Jodi Albrecht, Superintendents, Student Achievement  
& Well-Being in consultation with Leadership Council

# Elementary School Year Calendar 2024 - 2025

Final Draft WRDSB Elementary Calendar

**Legend** ▶ **H** - Statutory Holiday    **E** - Scheduled Examination Day    **P** - Professional Activity Day    **B** - Board Designated Holiday    Half Day

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 <sup>st</sup> Week					2 <sup>nd</sup> Week					3 <sup>rd</sup> Week					4 <sup>th</sup> Week					5 <sup>th</sup> Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2024							1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
September 2024	19	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
October 2024	21	1			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
November 2024	20	1						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
December 2024	15			2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
January 2025	19	1				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
February 2025	19			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
March 2025	15	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
April 2025	20				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
May 2025	20	1				1	2	3	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
June 2025	19	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
July 2025					1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
<b>TOTAL</b>	187	7		<p><b>Note:</b> The 2024-2025 calendar provides for 195 possible school days between September 1, 2024 and June 30, 2025. The school year shall include a minimum of 194 school days of which three days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days</p>																								

# Secondary School Year Calendar 2024 - 2025

**Legend** ▶ **H** - Statutory Holiday    **E** - Scheduled Examination Day    **P** - Professional Activity Day    **B** - Board Designated Holiday    Half Day

Final Draft WRDSB Secondary Calendar

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 <sup>st</sup> Week					2 <sup>nd</sup> Week					3 <sup>rd</sup> Week					4 <sup>th</sup> Week					5 <sup>th</sup> Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2024							1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
September 2024	19	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
October 2024	21	1			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
November 2024	19	1	1					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
December 2024	15			2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
January 2025	15	1	4			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
February 2025	19			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
March 2025	15	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
April 2025	19		1		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
May 2025	21					1	2	3	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
June 2025	14	2	4	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
July 2025					1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
<b>TOTAL</b>	<b>177</b>	<b>7</b>	<b>10</b>	<p><b>Note:</b> The 2024-2025 calendar provides for 195 possible school days between September 1, 2024 and June 30, 2025. The school year shall include a minimum of 194 school days of which three days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days</p>																								