



Committee of the Whole (PUBLIC)
Report No. 21-006

9 February 2021

School Year Calendar: Key Dates

Key Contact: Nadia Towaij, Superintendent- Program and Learning, K-12, (613) 596-8211 ext. 8573

PURPOSE:

1. This report seeks approval of the recommendations regarding the 2021-2022 elementary and secondary school year calendars for the Ottawa-Carleton District School Board.

CONTEXT:

2. Provincial [regulation 304](#) governing the design and composition of school year calendars requires that district school boards submit their proposed calendars to the Ministry of Education for approval by 01 May 2021. If a modified school year calendar is to be submitted, the deadline for submission is 01 March 2021.

KEY CONSIDERATIONS:

3. School Year Calendar in a Covid-19 World
The Ministry of Education provides a province-wide template to guide and direct local-level discussions about the design of the school year calendar. Key dates for the placement of holiday breaks (March Break/ Winter Holiday break) are initially identified by the Ministry of Education and provide a basis for preliminary consultation in our District surrounding our local priorities and program needs.

Given the uncertainty of Covid-19 and the health and safety precautions that will be in place in September, planning for the 2021-2022 school year calendar is more challenging than ever. After some consideration, and recognizing our legislative requirements and operational planning needs, staff opted to proceed with the school year calendar process. We recognize that there may be modifications to the calendar based on Ministry and public health directives. Based on our experience this year, we know that having a school year calendar in place provides a framework for our planning from which we can pivot to accommodate change as required. As always, staff will continue to provide regular updates to the Board on planning for 2021-2022, including any impacts on the school year calendar.

School Year Calendar Planning Requirements

The District's administrative procedure for school year calendars ([PR.526.SCO](#)) provides direction for consultation on the calendar through an ad hoc School Year Calendar [Consultative Committee](#) (Appendix C) composed of representatives from the various employee groups, parent representatives (OCASC / PIC), school principals, students (Student Senate, Council of Co-Presidents), and various central departments from the District. An additional level of consultation takes place between the local area school boards, both English and French boards.

Draft Calendar for 2021-2022

The draft calendar for 2021-2022 features recommendations for the placement of key dates related to the start/end of the school year, placement of holiday breaks and examination days for secondary school programs, and identification of Professional Activity days.

An information memo identifying key dates for the 2021-2022 school year calendar was circulated to trustees 18 December 2020 - [Memo No. 20-172](#) (Appendix D) identifying initial key dates.

The recommended school year calendars at elementary and secondary for the 2021-2022 school year are identified below.

Elementary School Program Operation	
PA Day - Provincial Priorities	September 3, 2021
Start of School Year for students	September 7, 2021
PA Day - Provincial Priorities	October 8, 2021
PA Day - Parent/Teacher Interviews	November 12, 2021
PA Day –Provincial Priorities	December 3, 2021
Winter Holiday Break	December 20, 2021 - January 2, 2022
PA Day - Assessment & Evaluation, Report Card Development	January 21, 2022
PA Day –District Priorities	February 18, 2022
March Break	March 14, 2022 - March 18, 2022
PA Day – Assessment & Evaluation, Report Card Development	June 3, 2022
Last Day of School for students	June 30, 2022

Secondary School Program Operation	
PA Day - Provincial Priorities	September 3, 2021
Start of School Year for students	September 7, 2021
PA Day - Provincial Priorities	October 8, 2021
PA Day - Provincial Priorities	November 12, 2022
Winter Holiday Break	December 20, 2021 - January 2, 2022
Semester One Examinations	January 26, 2022 - February 1, 2022
PA Day- District Priorities	February 2, 2022
PA Day –District Priorities	February 18, 2022
March Break	March 14, 2022 - March 18, 2022
Semester Two Examinations	June 22, 2022 - June 28, 2022
Last Day of School for students	June 28, 2022
PA Day- District Priorities	June 29, June 30, 2022

FINANCIAL CONSIDERATIONS:

- There are financial implications arising when the school year calendar is not fully aligned with our co-terminous school board, given that the shared transportation service is operating when one of the two school boards is not in session. Cost estimates range between \$20,000 and \$30,000 per day.

COMMUNICATION CONSULTATION ISSUES:

- Members of the ad hoc School Year Calendar Consultative Committee met on 14 December 2020 and 27 January 2021. These meetings reviewed key dates associated with the 2021-2022 calendar document identified in this report. Multiple conversations took place with the co-terminous board due to shared transportation. Additionally, representatives from neighbouring school districts within our community and Eastern Ontario were also contacted as part of the consultation process.

STRATEGIC LINKS:

- Work surrounding the establishment of the District's school year calendar is the underpinning for District-level activity within the District's Strategic Plan and creates a key framework to support student learning and well-being.

RECOMMENDATION:

THAT the school year calendars (Appendix A and B) be submitted to the Ministry of Education as the official 2021-2022 school year calendar for the Ottawa-Carleton District School Board's elementary and secondary schools.

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Director of Education and
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Appendix A - OCDSB Elementary School Year Calendar 2021-22

Appendix B - OCDSB Secondary School Year Calendar 2021-22

Appendix C - School Year Calendar Consultative Committee, 2021-2022 Membership List

Appendix D - Trustee Memo 20-172, 2021-2022 School Year Calendar Key Dates