



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** April 24, 2018  
**SUBJECT:** Request from Local School Systems for Calendar Modifications- Addendum

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**PURPOSE:**

1. To consider the request to waive two days of student attendance for Caroline County Public Schools for the 2017-2018 school year.
2. To consider the request to waive two days of student attendance for the Howard County Public School System for the 2017-2018 school year.
3. To consider the request to waive two days of student attendance for Somerset County Public Schools for the 2017-2018 school year.

**BACKGROUND/HISTORICAL PERSPECTIVE:**

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15.

Education Article §7-103 requires that schools be open for student attendance for 180 days. The State Board of Education has the authority to adjust the length of the school year by granting waivers of the 180-day requirement. Such adjustments may be granted if normal school attendance is prevented because of natural disaster, civil disaster, or severe weather conditions. Subsection (b) (iv) provides the State Board the authority to permit schools to open on holidays because of closures related to severe weather conditions. Education Article §7-103 was amended in the 2018 legislative session. The law, as amended, allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

The conditions for granting a waiver of the 180-day school year requirement are specified in Code of Maryland Regulations (COMAR) 13A.02.01.04 and include the following:

1. The school system demonstrates they have made sufficient effort in providing instruction through calendar planning and modifications; and
2. Natural disasters, civil disasters, or severe weather conditions are sufficiently significant to warrant a waiver of days.

The conditions required for waiver applications are specified in COMAR 13A.02.01.04 (C) and include the following:

1. The local school system developed a calendar which included days to be used to make-up days lost. Depending upon past experience, this number could range from 3 to 10 days; and
2. The local school system has modified its calendar by scheduling school on make-up days provided in the original calendar and by extending the school year 3 days beyond the previously scheduled closing date.

In considering applications for waivers, the State Board of Education may waive the final day needed to complete the 180-day schedule if that day falls on a Monday.

### **EXECUTIVE SUMMARY:**

1. Caroline County Public Schools were closed six (6) days (January 4, 5, 8, 9, March 21, and 22, 2018) due to inclement weather. The request submitted by Caroline County Public Schools on April 11, 2018 asks for a two-day waiver of the 180-day instructional requirement. Caroline County's School Calendar included four (4) inclement weather make-up days and has scheduled June 15, 2018 as the last day of the school year. Caroline County Public Schools has exceeded the required hours for the school year. Subsequent to the passing of the recent legislation amending Education Article §7-103, the school system was asked whether they would like to modify, withdraw, or keep the waiver request as is. Caroline County Public Schools' decision was to keep the waiver request with no modifications.
2. The Howard County Public School System was closed seven (7) days (January 4, 17, February 5, 7, March 2, 21 and 22, 2018) due to inclement weather. The request submitted by the Howard County Public School System on April 13, 2018 asks for a two-day waiver of the 180-day instructional requirement. The Howard County Public School System has used the five days built in its School Calendar and has scheduled June 15, 2018 as the last day of the school year. Subsequent to the passing of the recent legislation amending Education Article §7-103, the school system was asked whether they would like to modify, withdraw, or keep the waiver request as is. The Howard County Public School System amended their letter dated March 28, 2018. Both letters state there was not sufficient time to reduce an additional day of spring break due to the timing of the final two inclement weather days. The Howard County Public School

System anticipates absences would be high were school to be in session on June 18 and 19, 2018.

3. Somerset County Public Schools were closed seven (7) days (December 22, 2017, January 4, 5, 8, 9, 10, and March 7, 2018). The request submitted by Somerset County Public Schools on March 27, 2018 asks for a two-day waiver of the 180-day instructional requirement. Somerset County Public Schools has used the five days built in its School Calendar and has scheduled June 15, 2018 as the last day of the school year. Subsequent to the passing of the recent legislation amending Education Article §7-103, the school system was asked whether they would like to modify, withdraw, or keep the waiver request as is. Somerset County Public Schools' decision was to keep the waiver request with no modifications.

**ACTION:**

1. It is requested that the Maryland State Board of Education deny the request to waive two-days of the 180-day instructional requirement for Caroline County Public Schools for the 2017-2018 school year due to the new legislation enacted that allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.
2. It is requested that the Maryland State Board of Education deny the request to waive two-days of the 180-day instructional requirement for the Howard County Public School System for the 2017-2018 school year due to the new legislation enacted that allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.
3. It is requested that the Maryland State Board of Education deny the request to waive two-days of the 180-day instructional requirement for Somerset County Public Schools for the 2017-2018 school year due to the new legislation enacted that allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

Attachment: Waiver Requests from Caroline, Howard, and Somerset County Public Schools.



Patricia W. Saelens, Ed.D.  
Superintendent of Schools  
saelens.patricia@ccpsstaff.org  
Homepage: cl.k12.md.us  
Facebook: Caroline County Public Schools  
Twitter: CCPS1

Caroline County Public Schools  
204 Franklin Street  
Denton, Maryland 21629  
Phone: (410) 479-1460  
Fax: (410) 479-0108

April 4, 2018

Dr. Karen B. Salmon  
State Superintendent of Schools  
Maryland State Department of Education  
200 West Baltimore Street  
Baltimore, Maryland 21201

Dear Dr. Salmon:

The purpose of this letter is to request that Caroline County Public Schools be granted a waiver of two (2) days from the 180-day student school calendar requirement for the 2017-2018 school year. This request was approved by the Caroline County Board of Education at the April 3, 2018 Board meeting.

Our current school calendar identifies 184 student days. To date, Caroline County students have missed six (6) days due to inclement weather. Our current calendar leaves little flexibility in making up the additional two (2) days because only one day (Memorial Day) exist as a day off for the remainder of the school year (a total of ten weeks) with the final day of school being June 15, 2018 (per the Governor's Executive Order).

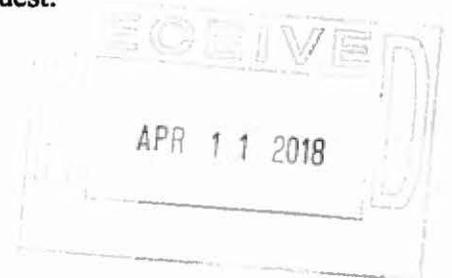
As you well know, the state of Maryland also has an 'hour' requirement of 1,170 at high school and 1,080 at the middle/elementary level. Using the state formula, Caroline County high school students have almost 6 (5.87) days beyond the state requirement and middle/elementary students have 17 (17.15) days beyond the state requirement. If we remove the two (2) additional days in which we are unable to make up, our students still have met the 'hour' requirement set forth in COMAR.

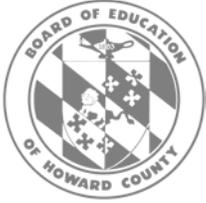
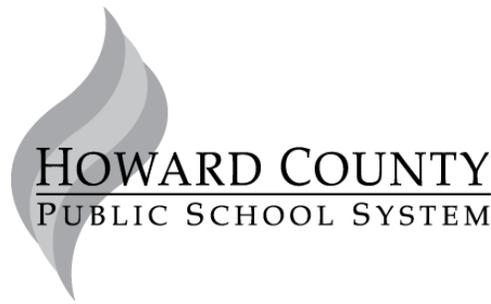
It is for the above reasons that I request that you waive the 180 day requirement for the 2018 SY.

I thank you in advance for your continued support in granting this request.

Sincerely,

Patricia W. Saelens, Ed.D.  
Superintendent of Schools





**Board of Education  
of Howard County**

Cynthia L. Vaillancourt  
*Chairman*

Mavis Ellis  
*Vice Chairman*

Bess Altwerger, Ed.D.

Kirsten A. Coombs

Christina Delmont-Small

Sandra H. French

Ananta Hejeebu

Anna C. Selbrede  
*Student Member*

Michael J. Martirano, Ed.D.  
*Interim Superintendent  
Secretary/Treasurer*

April 13, 2018

Andrew R. Smarick, President  
Maryland State Board of Education  
200 West Baltimore Street  
Baltimore, MD 21201-2595

Re: Amendment to Board of Education of Howard County Request to Waive 180  
Day School Year Requirement for 2017-18

Dear President Smarick:

On March 28, 2018, the Board of Education of Howard County ("Howard County Board") submitted a request (attached) to permit the Howard County Board to be open for pupil attendance 178 days instead of the prescribed 180 days for the 2017-18 school year. Alternatively, we requested a waiver to keep schools open two days beyond June 15. We know that the Maryland General Assembly last week passed legislation allowing school systems to extend the school year by up to five additional days.

However, the Howard County Board's student calendar was adopted in conformity with Governor Lawrence Hogan's Executive Order on school start and stop dates. Under the parameters of the Executive Order and clear expectations from the Howard County community, our school calendar started after Labor Day, concluded on June 15 and contained five inclement weather make up days. Due to the need to use all scheduled inclement weather make-up days, three Spring Break days were redesignated as school days (April 4, 5 and 7) and Spring Break was shortened to March 30 – April 3 for our staff and students. Considering that the final two inclement weather days occurred less than two weeks before April 2 and 3, the shortened Spring Break put many in an unfair predicament of choosing between canceling non-refundable vacations or missing school on two days that were never scheduled to be student or staff work days, or designated as make-up days.

Similarly, the possibility of an extension beyond June 15 was never previously considered nor communicated to families, staff or the community, and we do not feel that it is fair to schedule additional school days beyond this date. We anticipate absences would be high were school to be in session on June 18 or 19, thus minimizing the instructional value of those additional days. Despite the legislation allowing schools to remain open up past June 15, operationally, we will maintain our previously established final exam schedule and use any additional days beyond the school year for make-up exams.

Furthermore, many families would need to arrange child care for the additional days, causing a significant financial burden, particularly for working parents and lower-income families. All camps and activities involving HCPSS students or occurring on HCPSS property would have to be canceled, with a significant impact on the sponsoring community organizations.

As a result, we reiterate our request for a 2-day waiver of the 180 day school requirement, to allow Howard County Public School System to uphold our commitment to our families for a final day of school on June 15. We believe this decision will be most fair and best support the educational interests of our students, families and staff.

Please let us know if you require any additional information, and thank you for considering this request.

Sincerely,



Cynthia L. Vaillancourt  
Chairman, Board of Education of Howard County



Michael J. Martirano, Ed.D  
Interim Superintendent

cc: Board of Education Members



March 28, 2018

Andrew R. Smarick, President  
Maryland State Board of Education  
200 West Baltimore Street  
Baltimore, MD 21201-2595

Re: Board of Education of Howard Request Permission to Waiver 180 Day School Year Requirement For 2017-2018

Dear President Smarick:

The Board of Education of Howard County ("Howard County Board") requests pursuant to Sections 7-103(b)(1)(i) and 7-103(b)(2)(iii) of the Education Article of the Annotated Code of Maryland that the Maryland State Board of Education permit the Howard County Board to be open for pupil attendance 178 days instead of the prescribed 180 days for the 2017-18 school year. This request is necessary due to severe weather conditions that forced closing of schools on seven school days this year. Those seven days were: January 4, 2018, January 17, 2018, February 5, 2018, February 7, 2018, March 2, 2018, March 14, 2018 and March 15, 2018.

The Howard County Board's student calendar was adopted in conformity with Governor Lawrence Hogan's Executive Order on school start and stop dates. Under the parameters of the Governor's Executive Order and clear expectations from the Howard County community, the Howard County Board devised a school calendar that started after Labor Day, concluded on June 15 and contained five inclement weather make up days.

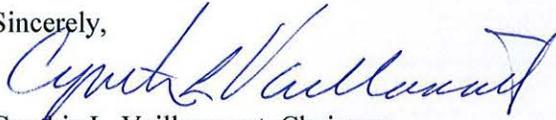
In the past, the Howard County Public School System has had a six-day spring break, running from Good Friday through the week after Easter or from the Monday before Easter through Easter Monday. Due to the need to use all scheduled inclement weather make-up days, three Spring Break days are now school days (April 4, 5 and 7). Both staff and student absences are projected to be higher than usual for these three Spring Break days. Spring Break will now be March 30 – April 3 for our staff and students. Considering that the final two inclement weather days occurred place less than two weeks before April 2 and 3, we do not feel that it is fair to schedule school on those two days. It would put many in an unfair predicament of choosing between canceling non-refundable vacations or missing school on two days that were never scheduled to be student or staff work days, or designated as make-up days. As absences are already projected to be high on April 4-6, we are predicting that the level of absences on April 2 and 3 will exceed that which will allow us to safely operate.

The unusually late winter storm that forced the closing of schools on March 14 and 15 has put the Howard County Public Schools in the unfortunate position of needing relief from the State Board of Education. We are asking you to waive two school days and allow Howard County students to attend school for 178 days in the 2017-18 school year. We believe that the combination of factors listed above are ample reason for our adjustment to be granted.

Alternatively, we request a waiver to extend our school year by two days and have classes for students on June 18 and 19. In fact, if this was any year before 2017-2018 and the Governor's Executive Order was not in effect, this is exactly what we would have done.

Please let us know if you require any additional information, and thank you for considering this request.

Sincerely,



Cynthia L. Vaillancourt, Chairman  
Board of Education of Howard County



Michael J. Martirano, Ed.D.  
Interim Superintendent



March 28, 2018

Andrew R. Smarick, President  
Maryland State Board of Education  
200 West Baltimore Street  
Baltimore, MD 21201-2595

Re: Board of Education of Howard Request Permission to Waiver 180 Day School Year Requirement For 2017-2018

Dear President Smarick:

The Board of Education of Howard County ("Howard County Board") requests pursuant to Sections 7-103(b)(1)(i) and 7-103(b)(2)(iii) of the Education Article of the Annotated Code of Maryland that the Maryland State Board of Education permit the Howard County Board to be open for pupil attendance 178 days instead of the prescribed 180 days for the 2017-18 school year. This request is necessary due to severe weather conditions that forced closing of schools on seven school days this year. Those seven days were: January 4, 2018, January 17, 2018, February 5, 2018, February 7, 2018, March 2, 2018, March 14, 2018 and March 15, 2018.

The Howard County Board's student calendar was adopted in conformity with Governor Lawrence Hogan's Executive Order on school start and stop dates. Under the parameters of the Governor's Executive Order and clear expectations from the Howard County community, the Howard County Board devised a school calendar that started after Labor Day, concluded on June 15 and contained five inclement weather make up days.

In the past, the Howard County Public School System has had a six-day spring break, running from Good Friday through the week after Easter or from the Monday before Easter through Easter Monday. Due to the need to use all scheduled inclement weather make-up days, three Spring Break days are now school days (April 4, 5 and 7). Both staff and student absences are projected to be higher than usual for these three Spring Break days. Spring Break will now be March 30 – April 3 for our staff and students. Considering that the final two inclement weather days occurred place less than two weeks before April 2 and 3, we do not feel that it is fair to schedule school on those two days. It would put many in an unfair predicament of choosing between canceling non-refundable vacations or missing school on two days that were never scheduled to be student or staff work days, or designated as make-up days. As absences are already projected to be high on April 4-6, we are predicting that the level of absences on April 2 and 3 will exceed that which will allow us to safely operate.

The unusually late winter storm that forced the closing of schools on March 14 and 15 has put the Howard County Public Schools in the unfortunate position of needing relief from the State Board of Education. We are asking you to waive two school days and allow Howard County students to attend school for 178 days in the 2017-18 school year. We believe that the combination of factors listed above are ample reason for our adjustment to be granted.

Alternatively, we request a waiver to extend our school year by two days and have classes for students on June 18 and 19. In fact, if this was any year before 2017-2018 and the Governor's Executive Order was not in effect, this is exactly what we would have done.

Please let us know if you require any additional information, and thank you for considering this request.

Sincerely,



Cynthia L. Vaillancourt, Chairman  
Board of Education of Howard County



Michael J. Martirano, Ed.D.  
Interim Superintendent



# Somerset County Public Schools

**Dr. John B. Gaddis**  
Superintendent of Schools

**Mr. Thomas A. Davis**  
Deputy Superintendent of Schools

**Mrs. Tracie Bartemy**  
Director of Schools

7982A Tawes Campus Drive  
Westover, MD 21871-3908  
[www.somerset.k12.md.us](http://www.somerset.k12.md.us)  
Telephone: 410.651.1616  
Instructional Fax: 410.651.2931  
Administrative Fax: 410.651.3566

**Board Members**  
**Warner I. Sumpter**, Chairman  
**Margo Green-Gale**, Vice Chairman  
**Troy Brittingham, Jr.**  
**Penelope Nicholson**  
**Robert T. Wells**

March 23, 2018

Karen B. Salmon, Ph.D.  
State Superintendent of Schools  
Maryland State Department of Education  
200 W. Baltimore Street  
Baltimore, MD 21201

Dear Dr. Salmon:

Pursuant to Section 7-103 of the Education Article, I am requesting that the State Board of Education grant a waiver of the 180 day requirement for Somerset County Public Schools

This request is based upon the system being closed for seven (7) days. Due to winter storms and excessive flooding from nor'easter storms combined with high winds the closures were needed to ensure student safety. During our winter storms, the Lower Eastern Shore was declared a State of Emergency for January 4<sup>th</sup> and January 5<sup>th</sup>.

Based upon our schedule we have no days left in the calendar to adjust except for Memorial Day. The Somerset County Board of Education does not want to alter the calendar for that day as it holds significant importance in our area and it is the only day we are closed from here to the end of the school year.

As required, SCPS included three (3) days in its calendar and increased that number to five (5) due to our unique situation of low-lying communities on the bay. I am asking for a waiver of the 180 day requirement due to being over by two (2) days.

The option presented to our Board was to request the waiver with the option to extend the school day based upon the number of days needed depending upon the State Board's decision.

If I can answer any questions, please do not hesitate to call.

Sincerely,

John B. Gaddis, Ed. D.  
Superintendent of Schools



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** April 24, 2018  
**SUBJECT:** Request from Local School Systems for Calendar Modifications

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**PURPOSE:**

1. To consider the request to waive one day of student attendance for Kent County Public Schools for the 2017-2018 school year.
2. To consider the request to waive one day of student attendance for St. Mary's County Public Schools for the 2017-2018 school year.

**BACKGROUND/HISTORICAL PERSPECTIVE:**

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15.

Education Article §7-103 requires that schools be open for student attendance for 180 days. The State Board of Education has the authority to adjust the length of the school year by granting waivers of the 180-day requirement. Such adjustments may be granted if normal school attendance is prevented because of natural disaster, civil disaster, or severe weather conditions. Subsection (b) (iv) provides the State Board the authority to permit schools to open on holidays because of closures related to severe weather conditions. Education Article §7-103 was amended in the 2018 legislative session. The law, as amended, allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

The conditions for granting a waiver of the 180-day school year requirement are specified in Code of Maryland Regulations (COMAR) 13A.02.01.04 and include the following:

1. The school system demonstrates they have made sufficient effort in providing instruction through calendar planning and modifications; and

2. Natural disasters, civil disasters, or severe weather conditions are sufficiently significant to warrant a waiver of days.

The conditions required for waiver applications are specified in COMAR 13A.02.01.04 (C) and include the following:

1. The local school system developed a calendar which included days to be used to make-up days lost. Depending upon past experience, this number could range from 3 to 10 days; and
2. The local school system has modified its calendar by scheduling school on make-up days provided in the original calendar and by extending the school year 3 days beyond the previously scheduled closing date.

In considering applications for waivers, the State Board of Education may waive the final day needed to complete the 180-day schedule if that day falls on a Monday.

#### **EXECUTIVE SUMMARY:**

1. Kent County Public Schools were closed seven (7) days (January 4, 5, 8, 9, 17, March 21 and 22, 2018) due to inclement weather. The request submitted by Kent County Public Schools on April 4, 2018 asks for a one-day waiver of the 180-day instructional requirement. Kent County's School Calendar included five (5) inclement weather days and they have extended the last day of school from June 14 to June 15, 2018. Kent County Public Schools have exceeded the required instructional hours for the school year. Kent County's last day of school, if the waiver is not granted, will be on Monday, June 18, 2018.
2. St. Mary's County Public Schools were closed five (5) days (January 4, 5, 9, March 2 and 21, 2018) due to inclement weather. The request submitted by St. Mary's County Public Schools on April 12, 2018 asks for a one-day waiver of the 180-day instructional requirement. St. Mary's County's School Calendar included five (5) inclement weather make-up days. Three (3) are at the end of the school year (June 13-15) and two (2) additional days are identified as Presidents' Day, February 19, 2018 and the Monday after Easter, April 2, 2018. On January 30, 2018 the Maryland State Board of Education approved the conditional waiver request to open schools on Presidents' Day and the Monday after Easter as snow make-up days, if needed. Presidents' Day, February 19, 2018 was not used as a make-up day because, at the time, the school system had used only three (3) inclement weather days. St. Mary's County Public Schools opened schools on the Monday after Easter, April 2, 2018 and stated there was not sufficient notice to reduce an additional day of spring break due to the timing of the March 21, 2018 inclement weather day. St. Mary's County's last day of school, if the waiver is not granted, will be on Monday, June 18, 2018.

**ACTION:**

1. It is requested that the Maryland State Board of Education approve the request to waive one-day of the 180-day instructional requirement for Kent County Public Schools for the 2017-2018 school year.
2. It is requested that the Maryland State Board of Education approve the request to waive one-day of the 180-day instructional requirement for St. Mary's County Public Schools for the 2017-2018 school year.

Attachment: Waiver Requests from Kent and St. Mary's County Public Schools.



# Kent County Board of Education

*Growing a Community of Leaders*

**Dr. Karen M. Couch**  
**Office of the Superintendent**

April 3, 2018

VIA FACSIMILE (410)-333-6033 & U.S. MAIL

Dr. Karen Salmon  
State Superintendent of Schools  
Maryland Department of Education  
200 West Baltimore Street  
Baltimore, MD 21201-2595

Dear Dr. Salmon,

On behalf of the Kent County Board of Education, I am submitting a formal request to waive one (1) inclement weather day for our students for the 2017-2018 SY. This year, Kent County utilized seven (7) days for weather related events and even after subtracting time for school delays, we will exceed required instructional minutes for the current year by 14 hours. Although Kent County's instructional calendar included five (5) inclement weather days, the harsh weather affected the entire country with challenging conditions. Kent County will take proactive steps to recoup one instructional day by extending the school year for students to Friday, June 15, 2018.

As noted in the FY 18 calendar, the last scheduled for students is Thursday, June 14<sup>th</sup> and extending the calendar by two (2) days would end the school year on a Monday. Although we understand the value of instructional days, we are likely to experience low student attendance on a Monday.

In closing, I respectfully request that the Kent County Public Schools be granted a waiver for one (1) inclement weather day. I am requesting a quick reply in order to facilitate a communication blitz enabling our families to adjust plans accordingly. Thank you in advance for your timely consideration of our request.

Respectfully,

A handwritten signature in black ink that reads "Karen M. Couch". The signature is written in a cursive style.

Karen M. Couch, Ed.D.  
Superintendent of Schools  
Kent County Public Schools





**St. Mary's County Public Schools**

**Central Administration**

Office of the Superintendent  
23160 Moakley Street, Suite 109  
Leonardtown, Maryland 20650

Phone: 301-475-5511 ext. 32178; Fax: 301-475-4270

**Dr. J. Scott Smith**  
Superintendent

April 11, 2018

Dr. Karen B. Salmon  
State Superintendent of Schools  
Maryland State Department of Education  
200 West Baltimore Street  
Baltimore, MD 21201-2595

Dear Dr. Salmon:

On behalf of the Board of Education of St. Mary's County, and in accordance with Education Article §7-103, Annotated Code of Maryland, I respectfully request that you grant a waiver for St. Mary's County Public Schools (SMCPS) for the inclement weather day incurred on Wednesday, March 21, 2018, due to the snow storm. We recently requested and were granted approval to use President's Day, February 19, and Monday, April 2, 2018 (the Monday after Easter) as possible make-up days as identified on our approved school calendar.

To date, SMCPS has been closed for five (5) inclement weather days. The school system's approved calendar (attached) had included five (5) total inclement weather dates: three (3) at the end of the school year (June 13-15); and two (2) additional days identified in our published calendar as possible make up days (February 19 and April 2). February 19, President's Day, was not used as a make-up day, as we had only experienced three (3) inclement weather days at that time. Since then, we have had two (2) more inclement weather days and opened April 2, (the Monday after Easter and part of our spring break) which still leaves one (1) day to make-up for the inclement weather on Wednesday, March 21. As the SMCPS spring break was scheduled two days following this snow day, it was too late to make this change to take days from the scheduled break beyond the April 2 day used as a make up day.

In order to meet the 180 school day requirement, SMCPS would need to have its last day on Monday, June 18. Per COMAR 13A.02.01.04, we are requesting that the State Board of Education waive the final day needed to complete the 180 day schedule as it will fall on a Monday.

Thank you for your consideration of this request. Please contact me at 301-475-5511, x32178 if you have any questions.

Sincerely,

J. Scott Smith, Ed.D.  
Superintendent of Schools

Attachment  
cc: Board of Education

**St. Mary's County Public Schools**  
**System Operational Calendar 2017-2018**

Approved 2-08-2017  
 REVISED 3-09-2018  
 REVISED 4-11-2018

Boxed days indicate students are not in school.  
 Circled days indicate early dismissal.

<i>Month</i>	<i>Event Date</i>	<i>Event Description</i>
<b>July 2017</b>	July 4 .....	Holiday - Independence Day - All Schools and Offices Closed
<b>August 2017</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 2..... August 23-25..... August 28..... August 29..... August 30..... August 31 .....	11-Month Employees Report New Teachers' Orientation Professional Day - All Teachers Report/Classroom Preparation Professional Day – Staff Development Professional Day - Staff Development Professional Day – Teachers on Duty/Open Houses
<b>September 2017</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	September 1..... September 4..... September 5 .....	Professional Day – Collaborative Planning/Professional Responsibilities Holiday – Labor Day - All Schools and Offices Closed Schools Open for Students Southern Maryland College Fair Professional Day - No School for Students - Staff Development - Professional Responsibilities
<b>October 2017</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	October 5..... October 9..... October 17..... October 20.....	Two Hour Early Dismissal – No School for Head Start and Pre-Kindergarten Students – End of Interim Period – Professional Responsibilities/Collaborative Planning – Head Start and PreKindergarten Parent Involvement Activities Columbus Day – No School for Students – Parent/Guardian Conference Day (Elementary/Middle/High) Interim Distribution (Elementary Grades 3-5/Middle/High) Two Hour Early Dismissal – No School for Head Start and Pre-Kindergarten Students – Professional Responsibilities/ Collaborative Planning – Head Start and PreKindergarten Parent Involvement Activities
<b>November 2017</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	November 9..... November 10..... November 21..... November 22 .....	Two Hour Early Dismissal - No School for Head Start and Pre-Kindergarten Students - End of 1 <sup>st</sup> Marking Period (46 days) - Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities Holiday – Veterans Day – All Schools and Offices Closed Report Card Distribution Recess - No School for Students and 10 & 11 Month Employees Holiday - Thanksgiving - All Schools and Offices Closed
<b>December 2017</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	December 22..... December 25..... December 26-29.....	Two Hour Early Dismissal - No School for Head Start and PreKindergarten Students - End of Interim Period - Staff Collaborative Planning - Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities Holiday – Winter Break – All Schools and Offices Closed Winter Break – No School for Students and 10-11 Month Employees
<b>January 2018</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	January 1..... January 2..... January 10..... January 15..... January 26.....	Holiday - Winter Break - All Schools and Offices Closed Schools Reopen - Students in School Interim Distribution (Elementary Grades 3-5/Middle/High) Holiday - Martin Luther King, Jr. Day - All Schools and Offices Closed Two Hour Early Dismissal - No School for Head Start and PreKindergarten Students - End of 2 <sup>nd</sup> Marking Period (45 days) and 1 <sup>st</sup> Semester (91 days) - Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities

Month	Event Date	Event Description																																										
<p><b>February 2018</b></p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				<p>February 6.....</p> <p>February 19.....</p>	<p>Report Card Distribution</p> <p>Holiday - Presidents' Day - All Schools and Offices Closed (Possible Make-Up Day)</p>
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## Calendar Notes

### Appropriate Exercises

Appropriate exercises will be held in the schools for the following days: Patriot Day; Constitution Day; Washington's Birthday; Lincoln's Birthday; Veterans Day; Columbus Day; Martin Luther King, Jr.'s Birthday; Arbor Day; Flag Day; and any other day of national significance.

### Extended School Year Services

Pursuant to Education Article 8-402, Annotated Code of Maryland, extended school year services will be provided to students with disabilities who are determined through the Individualized Education Program process to need specific special education services beyond the 180 school days.

### Inclement Weather and Emergency School Closing Alternatives

Inclement weather and emergency school closing make-up alternatives include three days at the end of the year and other days noted as possible make-up days in the calendar. Holidays, spring break, or days added at the end of the school year will be considered if additional days are needed. The number of days for students will be a minimum of 180 and the number of days for teachers will be 190 duty days. The number of duty days for 11-month employees is 212. School buildings and offices may be closed on some professional days to permit all employees to participate. Notice will be given.



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** April 24, 2018  
**SUBJECT:** Request from Local School Systems for Calendar Modifications- Addendum #2

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**PURPOSE:**

1. To consider the request to waive one day of student attendance for Cecil County Public Schools for the 2017-2018 school year.
2. To consider the request to waive two days of student attendance for Queen Anne's County Public Schools for the 2017-2018 school year.

**BACKGROUND/HISTORICAL PERSPECTIVE:**

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15.

Education Article §7-103 requires that schools be open for student attendance for 180 days. The State Board of Education has the authority to adjust the length of the school year by granting waivers of the 180-day requirement. Such adjustments may be granted if normal school attendance is prevented because of natural disaster, civil disaster, or severe weather conditions. Subsection (b) (iv) provides the State Board the authority to permit schools to open on holidays because of closures related to severe weather conditions. Education Article §7-103 was amended in the 2018 legislative session. The law, as amended, allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

The conditions for granting a waiver of the 180-day school year requirement are specified in Code of Maryland Regulations (COMAR) 13A.02.01.04 and include the following:

1. The school system demonstrates they have made sufficient effort in providing instruction through calendar planning and modifications; and
2. Natural disasters, civil disasters, or severe weather conditions are sufficiently significant to warrant a waiver of days.

The conditions required for waiver applications are specified in COMAR 13A.02.01.04 (C) and include the following:

1. The local school system developed a calendar which included days to be used to make-up days lost. Depending upon past experience, this number could range from 3 to 10 days; and
2. The local school system has modified its calendar by scheduling school on make-up days provided in the original calendar and by extending the school year 3 days beyond the previously scheduled closing date.

In considering applications for waivers, the State Board of Education may waive the final day needed to complete the 180-day schedule if that day falls on a Monday.

#### **EXECUTIVE SUMMARY:**

1. Cecil County Public Schools were closed eight (8) days (January 4, 5, 9, 17, February 7, March 7, 21, and 22, 2018) due to inclement weather. The request submitted by Cecil County Public Schools on April 17, 2018 asks for a one-day waiver of the 180-day instructional requirement. Cecil County's School Calendar included seven (7) inclement weather make-up days and has scheduled June 13, 2018 as the last day of the school year. Cecil County Public Schools has exceeded the required hours for the school year.
2. Queen Anne's County Public Schools were closed seven (7) days (January 4, 5, 8, 9, 17, March 21, and 22, 2018) due to inclement weather. The request submitted by Queen Anne's County Public Schools on April 16, 2018 asks for a two-day waiver of the 180-day instructional requirement. Queen Anne's County's School Calendar included four (4) inclement weather make-up days, converted March 29, 2018 to an instructional day, and has scheduled June 15, 2018 as the last day of the school year. Queen Anne's County Public Schools has exceeded the required hours for the school year.

**ACTION:**

1. It is requested that the Maryland State Board of Education deny the request to waive one-day of the 180-day instructional requirement for Cecil County Public Schools for the 2017-2018 school year and recommend the school system extends the last day of the school year to June 14, 2018.
  
2. It is requested that the Maryland State Board of Education deny the request to waive two-days of the 180-day instructional requirement for Queen Anne's County Public Schools for the 2017-2018 school year due to the new legislation enacted that allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

Attachment: Waiver Requests from Cecil and Queen Anne's County Public Schools.



*"Building a  
Foundation for  
Lifelong  
Learning"*

## CECIL COUNTY PUBLIC SCHOOLS

### OFFICE OF THE SUPERINTENDENT

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER  
201 Booth Street • Elkton, MD 21921

410-996-5499

FAX 410-996-5471

www.ccps.org

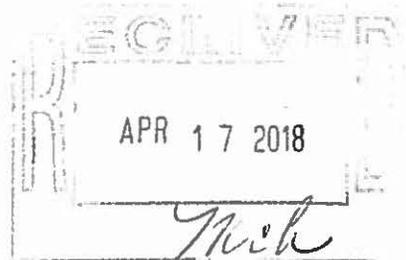
D'Ette W. Devine, Ed.D.  
Superintendent

Dawn K. Branch  
President, Board of Education

April 17, 2018

Karen Salmon, Ph.D., State Superintendent  
Maryland State Department of Education  
200 W. Baltimore Street  
Baltimore, MD 21201

Andrew R. Smarick, President  
Maryland State Board of Education  
200 W. Baltimore Street  
Baltimore, MD 21201



Dear Dr. Salmon and Mr. Smarick:

The purpose of this letter is to respectfully request a one (1) day waiver of the 180 day student calendar requirement. We believe that Cecil County Public Schools adequately planned for inclement weather; however, despite careful planning, we have exceeded our allotment of inclement weather days by one (1) day.

Attached is a copy of our 2017-2018 School Calendar. We averaged the number of inclement weather days that occurred over the past ten years to determine the total number of inclement weather days that needed to be built into the school calendar. This year, that average was four (4) days. Specifically, March 29, 2018; April 3, 2018; April 27, 2018; and May 25, 2018. Additionally, we built in three (3) inclement weather days at the end of the school year: June 11-13, 2018.

Due to the length of our school day, we far exceed the number of required hours for this school year:

Elementary Schools: 121.5 hours above the required hours  
Middle Schools: 175.5 hours above the required hours  
High Schools: 85.5 hours above the required hours

Thank you for your consideration of this request. Please let me know if you require any additional information.

Sincerely,

D'Ette W. Devine, Ed.D.  
Superintendent

**CECIL COUNTY PUBLIC SCHOOLS  
2017 / 2018 SCHOOL CALENDAR**

revised 4/24/2017

Pupil Days	Teacher Days	12 Mo. Days	Date(s)	Day(s)	Description				
0	0	20	<b>JULY - 2017</b>						
			S	M	T	W	T	F	S
						4 (T) ○ Independence Day Holiday			
			2	3	4	5	6	7	8
			9	10	11	12	13	14	15
			16	17	18	19	20	21	22
			23	24	25	26	27	28	29
			30	31					
0	4	23	<b>AUGUST - 2017</b>						
			S	M	T	W	T	F	S
						22 (T) Education Leadership Meeting			
			23	24	25	(W-F) Professional Day activities for NEW teachers			
			28	29	30	31	(M-Th) □ Professional Day activities for ALL teachers		
			6	7	8	9	10	11	12
			13	14	15	16	17	18	19
			20	21	22	23	24	25	26
			27	28	29	30	31		
19	20	20	<b>SEPTEMBER - 2017</b>						
			S	M	T	W	T	F	S
						1 (F) □ Professional Day activities for ALL teachers			
			3	4	5	6	7	8	9
			10	11	12	13	14	15	16
			17	18	19	20	21	22	23
			24	25	26	27	28	29	30
						1	2		
			4 (M) ○ Labor Day Holiday - schools closed						
			5 (T) ○ First day of school for grades Pre-K - 12						
21	22	22	<b>OCTOBER - 2017</b>						
			S	M	T	W	T	F	S
			1	2	3	4	5	6	7
			8	9	10	11	12	13	14
			15	16	17	18	19	20	21
			22	23	24	25	26	27	28
			29	30	31				
			20 (F) □ Professional Day - schools closed for students						
19	19	19	<b>NOVEMBER - 2017</b>						
			S	M	T	W	T	F	S
						7 (T) End of 1st marking period - 45 Days			
			8 (W) 2nd marking period begins						
			22	23	24	(W-F) ○ Thanksgiving Holiday - schools closed			
			5	6	7	8	9	10	11
			12	13	14	15	16	17	18
			19	20	21	22	23	24	25
			26	27	28	29	30		
16	16	16	<b>DECEMBER - 2017</b>						
			S	M	T	W	T	F	S
						1	2		
			3	4	5	6	7	8	9
			10	11	12	13	14	15	16
			17	18	19	20	21	22	23
			24	25	26	27	28	29	30
			31						
			25	26	27	28	29		
			(M-F) ○ Winter Holiday - schools closed						
21	21	21	<b>JANUARY - 2018</b>						
			S	M	T	W	T	F	S
						1 (M) ○ Winter Holiday - schools closed			
			7	8	9	10	11	12	13
			14	15	16	17	18	19	20
			21	22	23	24	25	26	27
			28	29	30	31			
			15 (M) ○ Martin Luther King, Jr. Holiday - schools closed						
			23 (T) End of 2nd marking period - 45 days (First Semester - 90 days)						
			24 (W) 3rd marking period begins						

(OVER)

**CECIL COUNTY PUBLIC SCHOOLS  
2017 / 2018 SCHOOL CALENDAR**

revised 4/24/2017

Pupil Days	Teacher Days	12 Mo. Days	Date(s)	Day(s)	Description																																																	
19	19	19	<table border="1"> <tr><th colspan="7">FEBRUARY - 2018</th></tr> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr> </table>			FEBRUARY - 2018							S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			
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			29	(Th)	□ Inclement Weather Make-Up Day #4 - Professional Day for staff If not used, schools closed for students; Professional Day for staff See note at end of calendar for the order in which the days will be used. If used, Professional Day will be rescheduled in June following last student day.																																																	
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			28	(M)	○ Memorial Day Holiday - schools closed																																																	
			8 - 8	(W-F)	① Early dismissal for secondary students																																																	
			7 - 9	(Th-S)	② Graduation Window																																																	
			8	(F)	① Last day for students - early dismissal - secondary first, then elementary																																																	
			8	(F)	○ End of 4th marking period - 45 days (Second Semester - 90 days)																																																	
			11 - 12	(M-T)	□ Professional Days begin following the last student day																																																	
			11 - 13	(M-F)	○ Inclement Weather Make-Up Days																																																	
180	190	244																																																				

- Denotes school holiday for students and all staff
- Denotes schools closed for students and 10-month staff.
- Denotes Professional Day - schools closed for students.
- Denotes Inclement Weather Make-Up Days - schools open for students and 10-month staff (see below)

**Designated Inclement Weather Make-Up Days will be used in the following order:**

- April 3 is inclement weather make-up day #1.
- April 27 is inclement weather make-up day #2.
- May 25 is inclement weather make-up day #3.
- March 29 is inclement weather make-up day #4.
- The next three (3) inclement weather make-up days will be June 11, 12, and 13.
- If the total number of days missed exceeds the designated number of inclement weather make-up days, then additional time will be added to the school day to satisfy the hourly requirements of the state.
- The last possible day for 10-month staff is June 19 if all inclement weather make-up days are needed, and the March 29 and May 25 Professional Days are moved.

Note: If this day is used, the Professional Day will be added to the end of the school year in June.  
Note: If this day is used, the Professional Day will be added to the end of the school year in June.

- ① Early Dismissals: Elementary students are dismissed early each Wednesday to provide planning and staff development time for teachers. Secondary students will be dismissed early the last 3 days \* of school. Elementary students will be dismissed early the last day \* of school.  
\* Official notification of these days at the end of the year and whether they will be scheduled as early dismissal will be determined as soon as possible after the inclement weather season.

- ② Graduation will be scheduled by individual high schools and will occur between Thursday, June 7, and Saturday, June 9.

Twelve Month Employee Holidays: July 4; September 4; November 22, 23, and 24; December 25, 26, 27, 28, and 29; January 1 and 15; February 19; March 30; April 2; May 28.



Monica Bias -MSDE- &lt;monica.bias@maryland.gov&gt;

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**Cecl County request for one day waiver to school calendar**

1 message

Orr, Liz &lt;lorr@ccps.org&gt;

Tue, Apr 17, 2018 at 10:33 AM

To: Monica Bias &lt;monica.bias@maryland.gov&gt;

Good morning Monica,

Please find attached a copy of Dr. Devine's letter to Dr. Salmon and Mr. Smarick in reference to a one day waiver request for consideration. The original letter has been sent via the U.S. mail.

Thank you.

*Liz Orr*

Assistant in Administration to the  
Superintendent and Board of Education  
Cecil County Public Schools  
410.996.5499

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**CCPS Supt letter requesting one day waiver.pdf**  
1165K



# Queen Anne's County Public Schools

Preparing World-Class Students Through Everyday Excellence

System-Wide Accreditation by the Middle States Association of Colleges & Schools



April 11, 2018

Dr. Karen Salmon  
State Superintendent of Schools  
200 West Baltimore Street  
Baltimore, Maryland 21201-2595

Dear Dr. Salmon,

Please accept this letter as my formal request to waive the requirement that students attend school for 180 days. Education Article Section 7-103, explains that schools must be "Open for pupil attendance for at least 180 actual school days and a minimum of 1080 school hours during a 10-month period in each school year." Queen Anne's County Public Schools (QACPS) included 4 snow days in the 2017-18 District calendar. Planning ahead, the District calendar also designated March 29, 2018 to be used as a school day, should the district be closed due to inclement weather for a day beyond the four built in snow days. To date, QACPS has used two additional days due to inclement weather on March 21<sup>st</sup> and 22<sup>nd</sup>.

In addition to the 2 days on March 21 & 22<sup>nd</sup>, QACPS has had one unplanned early dismissal and ten 90-minute delayed openings. However, QACPS still exceeds the minimum requirement of 1080 school hours. Students at the high school level will be 15.5 hours over the minimum requirement, students at the elementary level will be more than 97 hours over, and students at the middle school level will be more than 107 hours over the minimum hour requirements by the adjournment of school on June 15, 2018.

Our School Board met on April 11, 2018. I have obtained approval from my School Board to submit this request for a waiver of the 180-day requirement. If approved, QACPS students will be in school for 178 days during the 2017-18 school year. With the exception of Memorial Day on May 28, 2018, there are no additional days within our District calendar that can be used for make-up days. I exclude Memorial Day as a viable option because it is one of the most traveled days of the year. Aside from pointed reaction from my community, I anticipate significant employee and student absences should this day be designated as a make-up day.

I am requesting approval to waive the 180-day requirement contained in Education Article Section 7-103 for the 2017-18 school year. Please do not hesitate to contact me for clarification or further discussion if needed.

Sincerely,

Andrea M. Kane, Ph.D.  
Queen Anne's County Public Schools  
Superintendent

Annette DiMaggio  
Queen Anne's County Board of Education  
Board President



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** April 24, 2018  
**SUBJECT:** Request from Local School Systems for Calendar Modifications- Addendum #3

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**PURPOSE:**

To consider the request to waive eight hours of high school student attendance for Baltimore County Public Schools for the 2017-2018 school year.

**BACKGROUND/HISTORICAL PERSPECTIVE:**

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15.

Education Article §7-103 requires that schools be open for student attendance for 180 days. The State Board of Education has the authority to adjust the length of the school year by granting waivers of the 180-day requirement. Such adjustments may be granted if normal school attendance is prevented because of natural disaster, civil disaster, or severe weather conditions. Subsection (b) (iv) provides the State Board the authority to permit schools to open on holidays because of closures related to severe weather conditions. Education Article §7-103 was amended in the 2018 legislative session. The law, as amended, allows a county board to extend the length of the school year up to five (5) school days beyond June 15 without approval from the State Board.

The Code of Maryland Regulations (COMAR) 13A.03.02.12 defines the high school year as 180 days with a minimum requirement of 1,170 hours during a ten-month period.

The conditions for granting a waiver of the 180-day school year requirement are specified in Code of Maryland Regulations (COMAR) 13A.02.01.04 and include the following:

1. The school system demonstrates they have made sufficient effort in providing instruction through calendar planning and modifications; and

2. Natural disasters, civil disasters, or severe weather conditions are sufficiently significant to warrant a waiver of days.

The conditions required for waiver applications are specified in COMAR 13A.02.01.04 (C) and include the following:

1. The local school system developed a calendar which included days to be used to make-up days lost. Depending upon past experience, this number could range from 3 to 10 days; and
2. The local school system has modified its calendar by scheduling school on make-up days provided in the original calendar and by extending the school year 3 days beyond the previously scheduled closing date.

In considering applications for waivers, the State Board of Education may waive the final day needed to complete the 180-day schedule if that day falls on a Monday.

#### **EXECUTIVE SUMMARY:**

Baltimore County Public Schools were closed seven (7) days (January 4, 17, February 5, 7, March 2, 21, and 22, 2018) due to inclement weather. The request submitted by Baltimore County Public Schools on April 19, 2018 asks for an eight-hour waiver of the 1,170-hour instructional requirement for high school. Baltimore County's School Calendar included 184 (secondary)/183 (elementary) instructional days, five (5) inclement weather make-up days and has scheduled June 15, 2018 as the last day of the school year. Baltimore County Public Schools was granted a 15.5-hour waiver of the 1,170-hour instructional requirement for high school during school year 2014-2015. The Superintendent of Schools, Dr. Lillian M. Lowery, was granted the authority to approve waiver requests made by local superintendents. Dr. Lowery's approval was on the condition Baltimore County Public Schools would make adjustments to the 2015-2016 school year calendar to ensure high schools would exceed both the 180-day and 1,170-hour instructional requirements. In the subsequent school years, Baltimore County Public Schools has not made adjustments to its School Calendar to remedy high school hours. The length of a high school day in Maryland's public school systems ranges from 6.67 to 7.4 hours per day with most high school having 6.75 hours of instructional time per day.

#### **ACTION:**

It is requested that the Maryland State Board of Education approve the request to waive eight-hours of the 1,170-hour high school instructional requirement for Baltimore County Public Schools for the 2017-2018 school year on the condition high school hours are increased in the 2018-2019 School Calendar, as well as in subsequent years.

Attachment: Waiver Request from Baltimore County Public Schools.

# BALTIMORE COUNTY PUBLIC SCHOOLS

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Verletta White ♦ Interim Superintendent ♦ 6901 North Charles Street ♦ Towson, MD ♦ 21204

April 20, 2018

Dr. Karen B. Salmon  
State Superintendent of Schools  
Maryland State Department of Education  
200 West Baltimore Street  
Baltimore, Maryland 21201-2595

Dear Dr. Salmon:

For the 2017-2018 school year, the Baltimore County Public Schools (BCPS) had a school calendar made up of 184/183 student days for its secondary/elementary students plus five (5) inclement weather days. Due to this winter's weather conditions, BCPS had seven (7) inclement weather closures. In addition to this, BCPS had one (1) scheduled three-hour early release, five (5) unscheduled two-hour delayed openings, two (2) unscheduled three-hour early releases, and one (1) unscheduled two-hour early release for a total of 21 student contact hours.

Although this left the school district with 182 days remaining for high and middle school students and 181 days remaining for elementary students, it has resulted in the district falling eight (8) hours short of the required 1,170 high school student contact hours.

Therefore, on behalf of Baltimore County Public Schools (BCPS), I respectfully request a state waiver of the eight (8) high school student contact hours. This request is made in light of the fact that the district planned for, and continues to maintain, a calendar that ensures the required 180 student days and that the district's school calendar, at this time, affords no other built-in opportunities (e.g., teacher professional development days) to recoup student hours.

If a waiver of the eight hours is not given to the district, it will be necessary for the school district to open on June 18 and 19 to ensure the eight hours are recouped to fulfill the 1,170 high school student contact hours.

Thank you for your consideration.

Sincerely,



Verletta White  
Interim Superintendent

Dr. Karen Salmon  
April 20, 2018  
Page 2

vbw/gmd/drp

c: Dr. John Mayo, Chief Human Resources Officer, Human Resources  
George M. Duque, Manager, Staff Relations and Employee Performance Management