



HEARTLAND LAKES COMMUNITY SCHOOL EXISTS TO EMPOWER SCHOLARS TO:
BRAVELY LIVE THEIR TRUTH,
TO BECOME WISE STEWARDS OF THE LAND AND RESOURCES
AND TO IGNITE LASTING CURIOSITY THAT LEADS TO POSITIVE CHANGE IN THEIR SCHOOL, THEIR COMMUNITIES, AND THEMSELVES.

Policy 602

Organization of School Calendar and School Day

Adoption:	December 16, 2024
Revision History	
Last Board Review: December 16, 2024	
Next Board Review: December 2027	
Review Frequency: Every 3 Years (per Policy 208)	

I. PURPOSE

The purpose of this policy is to provide a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

- A.** The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for employees, provide for emergency closings and other information related to students, staff and parents.
- B.** Except for learning programs during summer and flexible learning year programs, Heartland Lakes Community School (HLCS) will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3. Days devoted to teacher’s workshops may be held before Labor Day.
 - 1.** HLCS may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.

2. HLCS may begin the school year on any day before Labor Day if the school district has an agreement under Minn. Stat. ss123A.30, ss123A.32, or ss123A.35 with a school district that qualifies under Section III.B.1.
3. HLCS may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.

IV. SCHOOL DAY RESPONSIBILITY

- A. The Director and Assistant Director shall be responsible for developing a schedule for the student day, subject to review by the Board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education rules shall be met.
- B. In developing the student day schedule, the Director and Assistant Director shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.

Note: The applicability and enforceability of this policy 602 is limited to, and qualified by, Minnesota or Federal law that, at the time any such circumstance within the scope of the policy arises, may be contrary to some aspect or all of the policy.