



*The Office for Catholic Schools fosters collaborative communities among all shareholders through high quality professional development to positively impact student learning and develop Christ-like servant-leaders for today's world.  
We work in the spirit of communion, solidarity and subsidiarity.*

**To:** Catholic School Leaders  
**From:** Kristin Dixon  
**Date:** January 4, 2018  
**RE:** 2018-19 Archdiocesan School Calendar

To assist Catholic school principals in their planning, the Office for Catholic Schools annually prepares the Archdiocesan Academic School Calendar. The calendar is attached to this email.

Per the Archdiocesan policy, the calendar has 180 days of student instruction. If a school calendar projects less than 180 instructional days, *grades 9-12 shall have at least 1,080 instructional hours and grades K – 8 shall have at least 1,000 instructional hours.* In addition, the school’s calendar should provide opportunities for teachers’ professional growth and faith formation. Any variation from 180 days or 1080 / 1000 hours must be approved by the superintendent.

In consultation with the OCS staff and the Executive Principal Committee, the Office for Catholic Schools recommends the following dates for 2018-19 Catholic school calendar:

| <b>2018</b>              |   |
|--------------------------|---|
| <b>June 21-22</b>        | <b>Catholic Educator Forum</b> (Formerly known as the Summer Institute) |
| <b>August 13 - 14</b>    | <b>Kick Start School - All Principal Meeting</b>                        |
| September 4              | First Day of School   |
| <b>August 15-16</b>      | <b>New Teacher Orientation</b>  |
| <b>September 20 - 21</b> | <b>Principal Retreat</b>  |
| December 24 – 31         | Christmas Break   |
| <b>2019</b>              |   |
| January 1 – 4            | Christmas Break   |
| February 15              | Faculty Retreat Day   |
| <b>March 15</b>          | <b>Regional Curriculum Development Day</b>                              |
| April 22 -26             | Easter Break  |
| June 13                  | Last Day of School  |
| <b>June 20-21</b>        | <b>Catholic Educator Forum</b> (Formerly known as the Summer Institute) |

**Bold = Required dates for all schools**

**This calendar provides 180 instructional days and three (3) Professional Development Days.**

The date for the **2019 Fulcrum Foundation Celebration of Light** is still being determined (it will likely be either the last Friday in January or the first Friday in February) – school auctions should not be celebrated on that weekend.

***Special Note:***

I would like to draw your attention to the **October 12 – Christ in the Classroom local Retreat Day** and to the optional **February 15 - Faculty Retreat Day**.

As Catholic educational institutions, it is important that we intentionally set aside a day of prayer and reflection, to call us back to the school's mission and refocus our efforts of bringing Christ into every classroom. This "retreat day" should be toward the middle of the school year so that it is, in fact, a withdrawal from the routine and a chance to re-center our vocational call. Additionally, having an annual Faculty Retreat Day will assist all schools in meeting their WCEA Accreditation criteria. Hence, OCS has established the Faculty Retreat Day on the Archdiocesan school calendar as a paid, professional development day for all teaching faculty on February 15. Should your school prefer to schedule its Faculty Retreat Day on a different date, please let OCS know.

Thank you for submitting your 2017-18 school calendar to the Office for Catholic Schools by **March 1, 2018**. This will allow us to collate the information and create a master calendar for the Archdiocese.

Know that I am looking forward to seeing you in January. Until then, may the joy and hope of New Year bring love and happiness for your family and you.