

NANAIMO LADYSMITH PUBLIC SCHOOLS  
STRATEGIC DIRECTIONS COMMITTEE  
PUBLIC MEETING  
ACTION SHEET

DATE: March 5, 2025  
TO: Strategic Directions Committee  
FROM: Laura Tait, Assistant Superintendent  
SUBJECT: Local School Calendars

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### Recommendation

***The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the attached revised 2025/2026 Local School Calendar.***

***The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) make the attached three-year draft Local School Calendars for 2026/27, 2027/28 and 2028/29 available to the public for 30 days utilizing the consultation process as per Board Governance, Section 1, 2.17 and to report back at the May Strategic Directions Committee meeting with recommendations.***

### Information

#### School Calendar (3 – Year)

Under the *School Act*, Boards have the authority to set calendars for the schools in their districts, following consultation with parents and Board employees. Once this is complete, Boards submit their proposed calendars to the Ministry of Education and Child Care (MECC) for review.

A Board may amend a school calendar made available to the public, if the amendment is necessary. Such amended school calendar must be made available to the public within 30 days of the amendment.

The MECC sets the minimum number of instructional hours under the School Calendar Regulation, but it is up to Boards to determine the following, subject to the applicable legislation:

- the beginning and the end of the school year
- the length of school days
- the number of non-instructional days
- the timetable

Boards are required to submit their calendars to the Ministry of Education and Child Care for review and may submit calendars for up to 3 consecutive years at one time. A Board must, in accordance with the regulations, prepare a school calendar for each school year. Each school calendar should cover the school year and, where the school calendar is not based on the school year, it must cover a period of 12 consecutive months. The school calendar must cover a period of more than 12 consecutive months, if necessary, to ensure that it applies immediately on the expiration of the previous school calendar.

Under the School Calendar Regulation, the following information is prescribed for a school that is not a distributed learning school:

- the number and dates of the days in session;
- the number and dates of each day of instruction;
- the vacation periods and the dates of statutory holidays;
- the dates of each non-instructional day;
- the number of hours of instruction offered to students in each grade.

The following information is prescribed in respect of a school calendar for a distributed learning school:

- the number and dates of the days in session;
- the dates on which the principal, vice principals, directors of instruction and teachers of the school are available for instruction;
- the vacation period and the dates of statutory holidays.

The following are the prescribed minimum hours of instruction that a board must offer to students enrolled in the schools in its school district:

- (a) 853 hours of instruction for students in kindergarten;
- (b) 878 hours of instruction for students in grades 1 to 7;
- (c) 952 hours of instruction for students in grades 8 to 12.

There are no prescribed minimum hours of instruction that a board must offer to students enrolled in a distributed learning school.

## Discussion

### Local School Calendar Amendment– 2025/26

In the spring of 2023, the Board of Education approved the 2025/26 local School Calendar, as the third year of a 3-year calendar. However, the Calendar Committee is proposing a change to the District Professional Development Day, set for Monday, February 9<sup>th</sup> and the School Based Professional Development Day, set for Tuesday, February 10<sup>th</sup>.

This year's District Professional Development Day was partly canceled due to inclement weather. Considering the extensive planning involved, including securing presenters, coordinating catering, and making financial investments, the risk of disruption was significant. To help prevent weather-related challenges in the future, we propose rescheduling this day to the spring, Monday, April 27, 2026.

Additionally, the school based Professional Development Day currently scheduled for Tuesday, February 10<sup>th</sup>, will be moved to one day earlier, Monday, February 9<sup>th</sup>, ensuring continuity in our calendar. This date change has no impact on the minimum number of hours of instruction that must be offered as per the *School Act* and *Calendar Regulation*.

**Local School Calendars - 2026/27, 2027/28 and 2028/29**

The Joint Professional Development Committee and the School Calendar Committee have met to create a three-year local school calendar to begin in 2026/27 school year.

Considerations for the placement of spring/winter breaks and non-instructional days include:

- Balancing the needs of families with the need for supportive professional development structures; meaning that some Pro D days are back to back/long weekends and some are single days
- Consideration for Statutory Holidays
- Alignment with neighboring districts
- Balancing instructional hours for secondary semesters

The following are the types of non-instructional days:

- **School-based Pro D Days (3):** All teachers (and sometimes CUPE) are at the school learning together; NDTA purview.
- **District Pro D Day (1):** A Pro D Day that is organized by the NDTA Pro D Committee, where all teachers gather at one school to learn together; NDTA purview.
- **Provincial Specialist Association (PSA) Day – BCTF (1):** All teachers have the option of attending events offered by various provincial teacher associations; those teachers not attending a PSA gather at one school within the District to learn individually or in small groups; BCTF chooses this date every year; NDTA purview.
- **Curriculum Implementation Day (1):** All teachers (and sometimes CUPE) focus on the same topic as prescribed by the Ministry of Education & Child Care; District purview
- **Administrative Day (1):** All staff are at their school sites focusing on myriad administrative/organizational topics and/or professional learning; District purview.

Professional learning is paramount to teacher practice. Research, technology and practice often change at a fast rate. Educators need to stay abreast of wise practices in education to best serve the students in their care. Educators model a growth mindset, when they themselves are students with their own learning.

In accordance with the *School Act* and based upon discussions with the Joint Professional Development Committee, the School Calendar Committee is recommending the attached three-year Local School Calendars beginning in 2026/27.

**Appendix A:** Revised 2025/26 Local School Calendar

**Appendix B:** Draft Local School Calendars for 2026/27, 2027/28 and 2028/29