

Green Isle Community School Policy 301.1  
Independent Charter School District #4144  
Adopted: 03/19/2015  
Revised: 4/17/15, 3/15/19

GICS Policy 301.1 based on  
MN State Statute 12A.41  
Orig. 2015  
Rev.2015

## 301.2 SCHOOL DAY--INSTRUCTIONAL/NON-INSTRUCTIONAL

(Department of Education Regulations) A minimum number of days in session that a district must hold in order to qualify for full state aid is 165. The Department of Education, to provide interpretation of the law, defines "days in session" to consist of both "instructional days in session" and "non-instructional days in session."

### Instructional Day in Session

An instructional day in session is a day during which all students are required to attend and participate in school activity for the full school day--minimums for which are specified by rules of the State Board of Education. In order for a day to be counted as an instructional day of session, the entire day must be utilized for school activities; that is, early dismissal of school (except in emergency circumstances) will result in the loss of the whole day as an instructional session day. The minimum number of instructional days in session that a district may hold for each grade level is 165 full days. Attendance and membership data reported to the Department of Education shall be compiled on the basis of these instructional days in session. That is, no student may have more days membership or attendance than the number of instructional session days conducted at that grade level. Average daily membership and average daily attendance shall be computed by dividing the total days membership and attendance by the number of instructional days in session.

### Non-instructional Days in Session

Non-instructional days in session shall be defined as any days used in whole or in part for parent-teacher conferences and/or teacher workshops. If any part of a day is used for these purposes, the whole day must be counted as having been used for such purposes. If a district maintains the minimum of 165 days in session, not more than five of these days may be non-instructional days (if the minimum requirement of 165 full instructional days is to be fulfilled). If a district holds a session in excess of 165 day minimum and meets or exceeds the 165 full instructional day requirement, then more than five non-instructional session days may be held. In both of the above two circumstances, students may have attended some part of the non-instructional day but they shall not accumulate attendance or membership days because these days are not instructional days in session.

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## SPECIFIC TOPICS CONCERNING DAYS IN SESSION

### A. General

1. Early Dismissal--It is allowable to count as a full day of session, and also a full day of membership, any day during which students are dismissed to return to their homes due to inclement weather or other unforeseen emergencies, provided that the student body was gathered to the school plant and then subsequently released. The same rule applies for late opening of school for such reasons.
2. Total School Day Canceled--A day during which no classes are held (the students are in attendance no portion of the day) due to inclement weather or other reasons shall not be allowed as a day in session nor as a day in membership for those schools affected. Each school district should incorporate sufficient days in the school term so as to provide for a reasonable number of inclement weather days off without falling below the 165 day in session minimum. If, due to circumstances beyond the district's control, and after a good faith effort to make up lost days has been made, a district finds itself unable to reasonably meet the 165 day minimum, a letter of explanation requesting forgiveness may be written to the Commissioner of Education. A good faith effort to make up days lost shall consist of holding classes on previously scheduled optional holidays and/or shortening winter or spring vacation and/or lengthening the school year.