



Pending committee approval 11/7/2024

Park Hill School District

Building Successful Futures • Each Student • Every Day

Calendar Committee Meeting Minutes

October 21, 2024

Committee members:

Building Administrator - Brooke Renton	Plaza Middle School - Hannah Bell
District Office - Sara Becker	Walden Middle School - John Burke
Gerner Family Early Education Center - Allison Mack	LEAD Innovation Studio - Nancy Hake
Chinn Elementary - Mary Muir	Park Hill High School - Emily Tobin
English Landing Elementary - Leah Neiberger	Park Hill High School - Amanda Irvin-Black
Graden Elementary - Janet Culver	Park Hill South High School - Angela Siegel
Hawthorn Elementary - Melissa Miller	Park Hill South High School - Barbara Bell
Hopewell Elementary - Jonathon Henderson	Russell Jones Education Center - Brandi Robinson
Line Creek Elementary - Diana Carroll	Support Staff – Centralized Processing - Christine Strube
Prairie Point Elementary - Carrie Coddling	Support Staff – Lakeview Middle School - Matt Galley
Renner Elementary - Kevin Bland	Parent - Nordia Epps
Southeast Elementary - Megan Flaherty	Parent - Mike Saou
Tiffany Ridge Elementary - Alissa Holder	Parent - Brandy Colson
Union Chapel Elementary - Tina Mecklenburg	Parent - Tara Gase
Congress Middle School - Leslie Aldred	Parent - Kathleen McCabe
Lakeview Middle School - Heather Simms	Parent - Amy Gallawa

Attendance

Committee members present included Brooke Renton, Sara Becker, Allison Mack, Mary Muir, Leah Neiberger, Janet Culver, Melissa Miller, Diana Carroll, Carrie Coddling, Kevin Bland, Megan Flaherty, Alissa Holder, Tina Mecklenburg, Heather Simms, Hannah Bell, John Burke, Nancy Hake, Emily Tobin, Amanda Irvin-Black, Angela Siegel, Christine Strube, Matt Galley, Nordia Epps, Mike Saou, Tara Gase, Kathleen McCabe and Amy Gallawa. Others present included Dr. Amy Dillon, Assistant Superintendent for Human Resources, Mandy Frayer, PHNEA President, Dr. Jasmine Briedwell, Assistant Superintendent for Academic Services, Dr. Merri Beth Means, Director of Elementary Education, Dr. Keelie Stucker, Director of Secondary Education and Angela Wooldridge, Executive Administrative Assistant – Human Resources.

Following introductions, Dr. Dillon described the function and purpose of committee participation. This year three meetings are anticipated to develop a calendar for board approval. The goal is to present the draft at the December 12th, 2024 board meeting for a 30-day read and approval at the January 23rd, 2025 meeting. At the next meeting, the team will begin drafting a proposed calendar.

Senate Bill 743 requiring a minimum of 1,044 instructional hours, Senate Bill 727 requiring a minimum of 169 school days, Senate Bill 64 allowing for the use of five Alternative Methods of Instruction (AMI) days and Missouri state law RsMO 171.031 regarding the earliest possible school start date were reviewed. For the 2025-2026 school year the earliest possible first day of school is Monday, August 18th, 2025.

Calendar Committee Minutes continued....

Current defining parameters of the academic calendar include:

- New teachers work 190 days. Returning teachers work 186 days.
 - 1.5 days for parent/teacher conferences
 - 6.5 days for staff professional development
 - 6.5 teacher workdays
- Students attend 171.5 days

Other considerations include setting the first and last day of school, holidays and breaks and balanced quarters.

Dr. Jasmine Briedwell shared feedback gathered regarding Parent-Teacher Conference recommendations.

- Rebrand the name to Family or Parent and Guardian Teacher Conferences
- Continue to hold High School and Elementary/Middle school conferences at different times
- Eliminate Spring Showcase for elementary spring conferences
- Offer more time options for high school families
- Schedule an alternative high school conference date during second semester in case of AMI/snow day

Members shared and discussed some strengths and weaknesses of the 2024-2025 calendar.

Strengths:

- Some schools had more work time before the first day of school.
- First day back for teachers was a workday.
- No early release days
- Virtual teacher workdays

Weaknesses:

- Two professional development days before Thanksgiving
- The first day of school on a Monday creating a 5-day first week
- The end of the quarter is too close to conferences.
- Second quarter is shorter than first quarter.

Goals for 2025-2026:

- Balanced semesters
- Day off in April
- Spread professional development out more throughout the year
- 2-week winter break
- Try not to have 1-day weeks
- Finish before Memorial Day
- Full day teacher workday at the end of the year

Nominations were made for Committee Chair, Vice Chair and Secretary and were approved as follows:

Chair: Sara Becker

Vice Chair: Kevin Bland

Secretary: Amanda Irvin-Black

The committee was tasked with reviewing the two sample starting drafts of the 2025-2026 calendar with the reminder that these drafts are merely a starting point.

The committee reviewed and discussed survey questions that will gather community feedback. The survey will be sent before the next meeting.

Calendar Committee Minutes continued...

The next meeting will be Thursday, November 7th, 2024, at 4:15 p.m. at District Office.

The meeting adjourned at 5:18 p.m.

Angela Wooldridge

Executive Administrative Assistant – Human Resources