

**School Year/School Calendar
(Procedures for Make-Up of Instructional Time)**

1. School days/hours as provided for by the school calendar that are missed because of school being closed for the health, safety and welfare of students may be scheduled for make-up by the Board of Education.
2. The schedule for make-up days/hours for days/hours missed District-wide will be determined by the Superintendent through consultation with the teaching and administrative staffs and recommended to the Board.
3. If make-up days/hours for days/hours missed by individual schools are scheduled, the building principal through consultation with the teaching staff will recommend make-up dates/hours to the Superintendent.
4. If closings for the health, safety and welfare of students cause the total number of days/hours to fall below the minimum to be held, the District will report such closings to the Colorado Department of Education on forms provided by the department along with a listing of rescheduled days/hours. This applies to District, building or any grade level included in daily attendance reports.

Approved January 14, 1970

Revised August 12, 1970

Revised to conform with practice February 8, 1984

Revised February 13, 1985

Revised September 10, 1986

Revised August 24, 2005