



RECONFIGURATION OF INSTRUCTIONAL DAYS
 DEPARTMENT OF PUBLIC INSTRUCTION
 TEACHER AND SCHOOL EFFECTIVENESS
 SFN 58170 (Rev. 10/2011)

RETURN TO:
 Department of Public Instruction
 Teacher and School Effectiveness
 600 East Boulevard Ave., Dept. 201
 Bismarck, ND 58505-0440
 Fax: (701) 328-0201

North Dakota Century Code 15.1-06-05 – Instructional days – Reconfiguration - Application. A school district may apply to the superintendent of public instruction for permission to reconfigure the number of instructional days required by section 15.1-06-04. North Dakota Administrative Code 67-15-02-02 states that upon approval by the superintendent, any school may reconfigure the number of school days required by 15.1-06-04 if the reconfiguration complies with this chapter and NDCC sections 15.1-21-03, 15.1-21-04, and 15.1-06-03.

Due date: Applications must be received by March 13 of the year prior to the school year for which the reconfigured school calendar is being sought.

Please Check One <input type="checkbox"/> Initial Application - 1 school year only (Complete all sections except Question 10) <input type="checkbox"/> Initial Extension - 1 additional year (Complete the demographic information and Question 10) <input type="checkbox"/> Additional Extension - 5 additional years (Complete the demographic information and Question 10)			
School Name	County Number	LEA Number	School Number
Mailing Address	City	State	ZIP Code
Administrator		Telephone Number	
E-Mail Address			

1. For what initial school year is this waiver sought?
2. Provide documentation of community input into the proposed calendar reconfiguration. (Include written correspondence on the subject, summaries of oral contacts, and summaries of any discussions at public meetings or hearings.)
3. What are the district's goals and objectives for this calendar reconfiguration proposal?
4a. Under the proposed reconfiguration, how many hours of instruction would be provided for elementary students? Provide a class schedule for each grade level. [Note: The instructional time for elementary students under the proposed reconfiguration must be equal to or greater than the period of instructional time for elementary students during the previous school year and not less than nine hundred fifty-one and one-half hours for the school year.]

4b. Under the proposed reconfiguration, how many hours of instruction would be provided for secondary students? Provide a class schedule for each grade level. [Note: The instructional time for secondary students under the proposed reconfiguration must be equal to or greater than the period of instructional time for secondary students during the previous school year and not less than one thousand thirty-eight hours of instructional time for the school year.]

5. Explain how the district will provide for makeup days and allowances for storms and other school closings.

6. Explain how the district will provide for professional development as a result of this calendar reconfiguration proposal.

7. Explain how this proposed calendar reconfiguration would result in significant cost-savings to the district applying. Compare present costs of the district and proposed reductions in the district's costs. (Note: The difference between present and proposed costs will be considered significant if the present costs are expected to exceed proposed costs by \$40 per student.)

Complete at least one of the following in Section 8. You may attach additional pages if more space is needed.

8a. Explain how this calendar reconfiguration encourages innovation. Cite educational trends or research, or describe the likelihood that instructional staff will develop and use innovative means of instruction.

8b. Explain how this proposed calendar reconfiguration would improve educational opportunities available to students beyond the educational opportunities now available.

8c. Explain how this proposed calendar reconfiguration would enhance academic opportunities available to students beyond the academic opportunities now available.

8d. Explain how the proposed calendar reconfiguration would allow students greater flexibility in the use of school facilities. Describe use of school facilities by current students and the anticipated use of school facilities by current students.

8e. Explain how this proposed calendar reconfiguration would allow greater flexibility in the use of school facilities by individuals or groups other than current students. Describe the use of school facilities by these individuals or groups currently and the anticipated use of school facilities under the proposed calendar reconfiguration.

9. Explain how the proposed calendar reconfiguration will be evaluated. Include an evaluation plan for each response in Section 8 above.

Due date: A request for extension must be received prior to July 1 of the year after the school year in which the reconfiguration was implemented.

10. If you are requesting an extension of a waiver granted previously under NDCC 15.1-06-05, provide evidence that (1) the school district followed the reconfiguration plan as approved by the State Superintendent, (2) the requisite number of instructional hours for elementary and high school students has been delivered, (3) the instructional hours during the reconfigured school year were at least equal to the instructional hours in the prior year.

In addition provide evidence that (1) innovation occurred in the school, (2) enhanced academic or educational opportunities were provided to students, (3) there was greater flexibility in the use of school facilities by students, non-students or organizations, or (4) the school had substantial financial savings as a result of the reconfiguration. [Note: A reconfiguration may also be granted if a school demonstrates that the program has not resulted in a negative outcome in any of the preceding four criteria and that more time is needed to assure a sufficient evaluation period.]

Administrator's Signature	Date
Board Chairperson Signature	Date

For Department Use Only

Date Reconfiguration Application Received	Date Reconfiguration Approved	Date Reconfiguration Denied
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