



# Memorandum to the Board of Education

## Meeting in Public

**FROM:** Peter Dubinsky, Superintendent  
**DATE:** November 17, 2023  
**SUBJECT:** 4-Day School Week Update

**For Information**

### Introduction

The Board is currently evaluating the possibility of a 4-Day School Week for all schools in the district. For its evaluation, it reviews research provided by district staff and feedback provided by parents and caregivers, students, staff, and partner groups.

Currently, the Board has asked for direct feedback in three online surveys sent to: (1) parents and caregivers, (2) staff, and (3) students in grades 4 through 12. These surveys will provide the Board with additional, crucial information as it considers the potential change to schools' timetables beginning the 2024-2025 year.

### Evaluation Timeline

The following are some crucial dates to this point in the Board's review of a possible 4-Day School Week for all schools in the district:

- June 21, 2022, Board Meeting. The Board discussed the merits and demerits of a 4-day school week. At the meeting, the Board directed staff to gather information and data and report back to the Board.
- September 20, 2022, Board Meeting. A report was made to the Board that staff had consulted with the Ministry of Education and Child Care and with the two other school districts that have a 4-Day School Week, SD51 and SD64, and that they had begun a historical review of the processes and rationale for adopting a 4-Day School Week at Burton Elementary School and Edgewood Elementary School. A [memorandum](#) dated September 16, 2022 provided details.

October 18, 2022, Board Meeting. A report was made to the Board about the history of the adoption of a 4-day week at Burton Elementary and Edgewood Elementary. Other information was provided about the Ministry's requirements and recommendations for consultation and the timeline for calendar submission. A [memorandum](#) dated October 14, 2023 provided details.



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At the meeting, the Board resolved to solicit preliminary feedback from Parent Advisory Councils (PACs) prior to the end of the 2022 calendar year and that district staff were to prepare a preliminary consultation rubric of three to four questions to be asked at these PAC meetings.

- November 15, 2022 Board Meeting. A proposed rubric for consultations regarding a 4-Day School Week at PAC meetings was proposed. The rubric was described in a [memorandum](#) dated November 10, 2023. The Board decided to use the rubric in its preliminary consultations with PACs.
- February 21, 2023, Board Meeting. Trustees reported on their initial consultations with school PACs and discussed some of the feedback they received.

The Board agreed to defer further discussion until a later meeting following the adoption of the district's five-year strategic plan.

- October 16, 2023, Partner Group Advisory Meeting. Trustees discussed a 4-Day School Week with representatives from its partner groups, the Arrow Lakes Teachers Association (ALTA), Arrow Lakes Educational Leadership Association (ALELA), the Canadian Union of Public Employees Local 2450 (CUPE).
- October 17, 2023, Board Meeting. A report was made to the Board about the status of consultations with partner groups and the next steps in the process of evaluating a 4-Day School Week. A [memorandum](#) dated October 13, 2023 provided details.

### Current Status & Next Steps

The following are status updates about the 4-Day School Week evaluation process currently underway:

- Surveys. Three separate surveys were sent to parents and caregivers, students in grades 4 to 12, and Staff. To date, 113 parents and caregivers, 117 students, 49 staff have responded. The surveys will be open until December 5, 2023. All survey responses are shared with the Board of Education.
- Board Correspondence. Additional feedback has been received by the Board of Education at [BoardofEducation@sd10.bc.ca](mailto:BoardofEducation@sd10.bc.ca). Parents and caregivers, students and staff are encouraged to provide more information by writing to the Board.
- Partner Group Advisory. The Board will meet and consult further with the district's partner groups at a Partner Group Advisory session on December 11, 2023.



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- Staff Reports. In December, the Board will receive reports from staff on the implications of a 4-Day School Week, including current public research and information shared from the other two districts in the province that currently have 4-day weeks.
- Indigenous Education Advisory Council. The Council will meet in early January and provide feedback to the Board.
- School Timetables. Schools are looking at all potential options for scheduling with a 4-Day Calendar scenario, including factoring in bus and ferry schedules and elementary and secondary instructional time requirements.
- Consultation & Information. If the Board requires further information or feedback, more consultation, surveying or information gathering can be undertaken.
- Decision Timeline. Regarding the potential change in the calendar for the 2024-2025 school year, while the Board signalled that they would make a decision at the meeting of the Board held in public on January 16, 2024, they have the option of deferring a decision until March 2024. Calendar submissions for the 2024-2025 school year are required by the Ministry of Education and Child Care by March 31, 2024.

### **Conclusion**

The Board will consider all information and feedback received, and will analyze the information as it is received.