

An Invitation to Parents/Teachers/Administrators

Committee Charge

Each year as we solicit input on the school calendar, we hear many of the same suggestions and concerns. In an effort to provide a thoughtful recommendation, informed by multiple stakeholder groups, to the Board of Education for consideration in the development of the 2010/2011 school calendar and beyond, I am convening a committee to investigate the following questions and to prepare recommendations for the Board's consideration.

Is the calendar, as it is constructed, as effective as it can be in providing for maximum emphasis on instruction to meet the needs of Norwalk families and staff? How should our school calendar be constructed?

The committee should examine the following in addressing this question:

- Start of the school year – Before or After Labor Day
- End of the School Year – Proximity to the end of June
- Use of release time/early dismissals
- Scheduling and number of Vacation Periods: Winter Recess, February Recess, Spring Recess
- Other elements that the committee might determine to be useful

The committee will be responsible for having a report ready for the Board of Education prior to the close of the school year so that if any recommendations are made that represent a significant departure from current practice in the construction of the school calendar, there will be sufficient time for our staff and families to prepare for it.

Composition of the Committee

The committee will consist of a representative group of parents (4), teachers (4), administrators (4) who will be charged with exploring these issues and seeking input from a broad perspective. The District will provide access to an Internet based questionnaire for the community and staff that will enable wide spread participation and a tally of responses. Our parent group should include representatives from varying family configurations, e.g., both working parents, single parent families, one working parent family. Cultural and racial diversity in the committee, as always, is a desired goal, as is representation from all levels of our school system.

Work Plan

The committee will meet in the evening beginning at 6:30PM and concluding no later than 9PM, unless the committee wishes to meet for a longer period of time. I anticipate that our first meeting will involve framing our work plan and constructing a simple survey for Internet access. After a suitable interview for response to the survey, the committee will meet for a second time to assess the results of the survey and begin

deliberating over recommendations. A third meeting will focus on finalizing the recommendations and preparing the final copy of the report. This is an ambitious agenda in a relatively short period of time but with a diligent approach to the work, the objective should be able to be accomplished. If necessary, the committee may meet more often but I am hoping that this timeline will be sufficient for the task at hand.

Important Dates

Monday, April 6, 2009	Letter of interest received by Superintendent
Monday, April 20, 2009	First Meeting
Monday, May 18, 2009	Second meeting
Wednesday, May 27, 2009	Third meeting
Friday, May 29, 2009	if work concluded, Report sent to Board

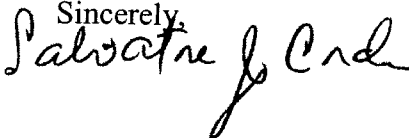
If You Are Interested

Please send a letter describing yourself, so we can ensure a balanced committee, to be received no later than Monday, April 6, 2009 to:

Dr. Sal Corda, Superintendent of Schools
125 East Avenue
Norwalk, CT 06852

An email, with the same information, is welcome as well. Please send to corda@norwalkps.org

I look forward to working with you on this task.

Sincerely,


Sal Corda